Village of Northbrook

Board of Trustees

REGULAR MEETING AGENDA

SANDRA "SANDY" FRUM BOARD ROOM
NORTHBROOK VILLAGE HALL, 1225 CEDAR LANE
TUESDAY, SEPTEMBER 12, 2023

7:30 PM

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. MINUTES APPROVAL

A. Review and Approval of the August 22, 2023 Regular Board of Trustees Meeting Minutes

4. PUBLIC COMMENT TIME

Please Note - Members of the public wishing to respectfully share thoughts about any matter concerning the Northbrook Board of Trustees may do so by coming to a meeting and speaking during the "Public Comment" time on general matters, or by speaking if and when comment is called during debate on a specific matter that is listed on the agenda. Members of the public can also submit a written comment via the Village's website. Each written comment submitted on the website will be delivered to each member of the Village Board prior to the meeting but will not be read out loud at the meeting unless specifically requested. Please note that while the Village Board will not immediately respond to public comments at the meeting, or engage in a back and forth discussion during the meeting, we are of course actively listening to all comments, thoughts, and suggestions. Thank you for your understanding and taking the time to contribute to the success of our community.

5. MANAGER'S REPORT

6. WARRANT LIST

A. Review and Approval of Payments to be Made

ATTACHMENTS:

- Payments to be Made Per Listing Dated August 16, 2023 - August 31, 2023 (Alpha & Descending Lists)

B. Review of Frontage Deposit List Dated August 30, 2023

ATTACHMENTS:

- Frontage Deposit List Dated August 30, 2023

7. PRESIDENT'S REPORT

A. COMMUNITY MOMENT

B. Commission Appointment

PEDESTRIAN & BICYCLE COMMISSION

Michael Pfeifer - Appointed to Chairperson

8. CONSENT AGENDA

The matters listed for consideration on the Consent Agenda are matters that appear to have the unanimous support of the Board of Trustees. The Village President will review, designate the resolution or ordinance number for passage and then inquire if any member of the Board or member of the public objects to any item on the Consent Agenda. If any objections are raised, the matter will be removed from the Consent Agenda and relocated to a location on this agenda for consideration during the appropriate Board Committee report. If no objection is voiced, the Village President will request a motion and second for passage of all items listed. The resultant roll call vote on the Consent Agenda will be applicable to each individual agenda item.

A. **RESOLUTION NO.23-**
A Resolution Authorizing Updates to the Northbrook Engineering Standards and Specifications for Public and Private Improvements

ATTACHMENTS:
- Exhibit A - Engineering Standards Final Compiled Version
- Exhibit B - Engineering Standards Final Tracked Changes to Original

B. **RESOLUTION NO.23-**
A Resolution Authorizing an Agreement with B&B Holiday Decorating, LLC of Wheeling, Illinois for Holiday Lighting and Winter Displays

ATTACHMENTS:
- Exhibit A - Request for Proposals - Holiday Lighting and Winter Display
- Exhibit B - B&B Holiday Decorating RFP Response

C. **RESOLUTION NO.23-**
A Resolution Approving Adjustments to the Compensation of the Village Manager

D. **ORDINANCE NO.23-**
An Ordinance Granting a Special Permit for Physical Fitness Facility; Wall Signs in Excess of the District Height Limit of 20 Feet; and Major Variation for One Wall Sign to Exceed Sign Area Limit in the C-2 District (4125 Dundee Road – Vasa Fitness) (Docket No. PCD-23-06)

ATTACHMENTS:
- 4125 Dundee - Ordinance Exhibits A-B
- 4125 Dundee - PC Resolution, Minutes, Staff Reports
- 4125 Dundee - Formal Application
- 4125 Dundee - Narrative & Plans

COMMITTEE REPORTS

9. ADMINISTRATION AND FINANCE

10. PLANNING AND ECONOMIC DEVELOPMENT

A. **ORDINANCE NO.23-**
An Ordinance Repealing Ordinance No. 13-22 and Authorizing the Transfer and Modification of Ordinance No. 83-19 for Landbanked Parking in the 0-4 Boulevard Office District (400 Skokie Boulevard)

ATTACHMENTS:
- 1 - 400 Skokie - Exhibits A-C
- 2 - 400 Skokie - Previous Ordinance 13-22
- A - 400 Skokie - Applicant Submittal

B. PRELIMINARY REVIEW - ZONING & DEVELOPMENT APPLICATIONS

The comments made by Board Members this evening are the preliminary comments of individual trustees and do not represent the opinion or final determination of the Village of Northbrook. No final decision on the requested relief can or will be made until after the matter goes through the Village zoning process, which may include a public hearing and recommendation by the Northbrook Plan Commission.

1. Preliminary Review of a Cook County Class 6B Program Request for 3075-3085 Commercial Ave

ATTACHMENTS:
- 1 - 3075-3085 Commercial Ave - Application Summary, Aerials Site Photos
- applicant submittal_class 6b request_20230821

11. COMMUNITY AND SUSTAINABILITY

12. PUBLIC WORKS AND FACILITIES

A. Discussion Related to 2002 Walters Avenue - the Civic Building

ATTACHMENTS:
- Draft RFP 2002 Walters 09-12-2023

13. PUBLIC SAFETY

14. COMMUNICATIONS AND OUTREACH

15. REMARKS FOR THE GOOD OF THE ORDER

16. CLOSED SESSION

17. ADJOURN

The Village of Northbrook is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or the facilities, are requested to contact Debbie Ford (847-664-4013) promptly to allow the Village of Northbrook to make reasonable accommodations for those persons. Hearing impaired individuals may call the TDD number, 847-564-8645, for more information.

VILLAGE OF NORTHBROOK
COOK COUNTY, ILLINOIS
Tuesday, September 12, 2023

VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

AUGUST 16, 2023 - AUGUST 31, 2023
FOR 09/12/23 MEETING

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
303831	A & J SEWER SERVICE, INC.	SERVICES - PW	2,913.25
303832	A LAMP CONCRETE CONTRACTORS INC.	PROFESSIONAL SERVICES - PW (*)	371,870.66
303922	A. EPSTEIN AND SONS INTERNATIONAL,	PROFESSIONAL SERVICES - PW (*)	35,668.70
303880	ACE NORTHBROOK HARDWARE & RENTAL	SUPPLIES - PW	913.60
6004(A)	ADDIS LAW GROUP	LEGAL SERVICES - GG	17,000.00
303937	ADVANCED AUTO PARTS AND CARQUEST	PARTS - PW	915.33
5949(A)	ADVANCED TREE CARE	SERVICES - PW (*)	2,895.00
5950(A)	AIR ONE EQUIPMENT INC	TOOLS - FD	675.00
303920	AL WARREN OIL CO INC	FUEL - PW	23,959.80
303951	ALAN SMITH	TUITION REIMBURSEMENT - PD	1,004.49
303835	ALERT-ALL CORPORATION	SUPPLIES - FD	2,485.00
303981	ALEX FRUM	UTILITY REFUND - FIN	200.91
303834	ALEXANDER EQUIPMENT CO, INC.	PARTS - PW	235.45
303936	ALLIED GARAGE DOOR INC	SERVICES - PW	1,184.97
5951(A)	ALPHA PRIME COMMUNICATIONS	PARTS - PW	60.00
5993(A)	ALPHAGRAPHICS US333	PRINTING - DPS	170.72
303836	AMALGAMATED BANK OF CHICAGO	ADMINISTRATION FEES - FIN	950.00
5996(A)	AMAZON.COM SERVICES, INC.	EQUIPMENT - IT	3,808.81
303945	ANCEL, GLINK P.C.	PROFESSIONAL SEVICES - GG	962.50
303914	APEX LANDSCAPING INC.	SERVICES - PW	2,129.00
5952(A)	APPLIED CONCEPTS INC	PARTS - PW	2,280.00
5953(A)	ARLINGTON POWER EQUIPMENT	PARTS - PW	676.69
303837	ARROW ROAD CONSTRUCTION COMPANY	MATERIALS - PW (*)	3,061.11
303928	ARROWHEAD FORENSICS	SUPPLIES - PD	335.60
303908	ARTISTIC ENGRAVING	UNIFORMS - PD	253.87
303907	BADE SUPPLY	SUPPLIES - PW	1,598.75
5999(A)	BANNERVILLE USA, INC	BANNERS - GG	3,560.00
5955(A)	BATTERY SERVICE CORPORATION	PARTS - PW	313.85
5956(A)	BAXTER & WOODMAN INC.	PROFESSIONAL SERVICES - PW (*)	24,644.00
303838	BERLAND'S HOUSE OF TOOLS	TOOLS - PW	385.40
303946	BOOZ ALLEN HAMILTON INC.	PROFESSIONAL SERVICES - IT	10,627.50
303947	BOOZ ALLEN HAMILTON INC.	PROFESSIONAL SERVICES - IT	1,267.50
303952	BRIAN LAARVELD	REIMBURSEMENT - PD	130.08
303839	BROTHERS ASPHALT PAVING, INC.	PROFESSIONAL SERVICES - PW (*)	793,257.15
303953	BRYAN MEENTS	REIMBURSEMENT - PD	176.46
303912	BUILDERS ASPHALT, LLC	MATERIALS - PW (*)	1,505.76
303949	CAITLIN MCKENZIE	REIMBURSEMENT - PD	148.49
303980	CARMEL NG	VEHICLE STICKER REFUND - FIN	26.00
303840	CDS OFFICE TECHNOLOGIES	PARTS - PW	113.00
5961(A)	CDW GOVERNMENT INC.	EQUIPMENT - IT	2,676.25
303841	CELLEBRITE INC.	SUBSCRIPTION - PD	4,550.00
5957(A)	CHICAGO COMMUNICATIONS LLC	MAINTENANCE - FD	320.00
303986	CHRISTOPHER LAY & JULIE GIBSON LAY	UTILITY REFUND - FIN	84.65
303902	CINTAS CORPORATION #2	SERVICES - PD	407.95
303903	CINTAS CORPORATION #2	UNIFORMS - PW	349.88
303934	CITIES DIGITAL, INC	ANNUAL SUBSCRIPTION - IT	447.22
303842	CLARK BAIRD SMITH LLP	LEGAL SERVICES - GG	7,742.50
6000(A)	CLARK HILL PLC	LEGAL SERVICES - GG	17,207.00
303843	COLLEGE OF DUPAGE	TRAINING - PD	325.00
5960(A)	COMCAST	TELECOMMUNICATIONS - IT	2,643.05
303846	COMCAST CABLE	TELECOMMUNICATIONS - IT	279.80
303844	COMCAST CABLE	CABLE/INTERNET - PD	115.72

Attachment: Payments to be Made Per Listing Dated August 16, 2023 - August 31, 2023 (Alpha & Descending Lists) (6878 : Warrant List)

VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

AUGUST 16, 2023 - AUGUST 31, 2023
FOR 09/12/23 MEETING

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
303845	COMCAST CABLE	CABLE - PW	31.56
303847	COMMONWEALTH EDISON COMPANY	UTILITIES - PW	7,172.29
303930	COMMUNITY PARTNERS FOR AFFORDABLE	PROFESSIONAL SERVICES - DPS	1,632.50
303931	COMMUNITY PARTNERS FOR AFFORDABLE	PROFESSIONAL SERVICES - DPS	1,485.00
303941	CONSTELLIX	ANNUAL SUBSCRIPTION - IT	89.21
303848	COOK COUNTY RECORDER OF DEEDS	RECORDING FEES - DPS	264.00
303944	CRETEX SPECIALTY PRODUCTS, INC	SUPPLIES - PW	2,160.81
303968	DAVID SCHWEIHS	REIMBURSEMENT - FD	109.00
303973	DRE REALTY INVESTMENTS, LLC	ESCROW RELEASE - PW	300.00
303850	EL-COR INDUSTRIES, INC.	PARTS - PW	3,026.97
303851	ELITE K-9, INC.	K-9 SUPPLIES - PD	41.31
5998(A)	ELROD FRIEDMAN LLP	LEGAL SERVICES - GG	41,893.24
303852	EMERALD TREE CARE, LLC	SERVICES - PW (*)	19,690.48
303954	ERIC GUSTASON	REIMBURSEMENT - PD	336.97
303853	EVERBRIDGE, INC.	PROFESSIONAL SERVICES - IT (*)	19,136.64
303855	FEDEX	SERVICES - PW	147.85
303854	FEDEX	SERVICES - PW	24.61
5994(A)	FIRE SAFETY CONSULTANTS, INC	PROFESSIONAL SERVICES - FD	3,401.20
5995(A)	FIRST CHOICE COFFEE SERVICES	CANTEEN SERVICES - GG	949.48
5962(A)	FLUORECYCLE, INC.	RECYCLING - PW	454.73
303856	FOSTER COACH SALES INC.	PARTS - PW	1,274.45
303935	FULLIFE SAFETY, LLC	SUPPLIES - PW	252.00
5963(A)	GALLS, LLC	UNIFORMS - PD	1,419.08
303859	GEWALT HAMILTON ASSOCIATES, INC.	PROFESSIONAL SERVICES - PW (*)	24,075.00
5964(A)	GHA TECHNOLOGIES INC	SUPPLIES - IT	348.00
303857	GLENBROOK HIGH SCHOOL DISTRICT 225	IMPACT FEES - DPS	9,919.00
303858	GOLF MILL FORD	PARTS - PW	3,252.91
5965(A)	GRAINGER	SUPPLIES - PW	1,212.84
6001(A)	GRANITE TELECOMMUNICATIONS, LLC	TELECOMMUNICATIONS - IT	2,910.72
303977	GUSTAVO VIDAL	VEHICLE STICKER REFUND - FIN	33.00
5966(A)	HARTING ASSOCIATES, INC.	ANNUAL SUBSCRIPTION - IT	9,122.70
5967(A)	HARTING ASSOCIATES, INC.	ANNUAL MAINTENANCE - IT	1,575.00
5968(A)	HAVEY COMMUNICATIONS, INC.	PARTS - PW	1,140.90
303860	HENDERSON PRODUCTS INC.	PARTS - PW	482.76
303863	HIGH PSI LTD.	SERVICES - PW	589.00
303861	HOME DEPOT CREDIT SERVICES	SUPPLIES - PW	122.48
303862	HOUSE OF RENTAL AND SALES, INC	SUPPLIES - PW	833.28
303942	HOUSEAL LAVIGNE ASSOCIATES, LLC	SERVICES - PW	2,212.50
303864	HUB INTERNATIONAL MIDWEST LTD.	PROFESSIONAL SERVICES - GG	60.00
303865	IDLEWOOD ELECTRIC SUPPLY, INC.	SUPPLIES - PW	563.59
303891	ILLINOIS SECRETARY OF STATE	LICENSE PLATES - PW	173.00
303890	ILLINOIS SECRETARY OF STATE	LICENSE PLATES - PW	165.00
303866	ILLINOIS SECRETARY OF STATE	LICENSE PLATES - PD	151.00
303910	INSIGHT PUBLIC SECTOR, INC	SERVICES - IT	23.10
303915	J & B SOLUTIONS TO HEALTHY TREES	SERVICES - PW	4,798.00
303867	J.G. UNIFORMS, INC.	UNIFORMS - PD	754.55
303967	JACK BIELAK	REIMBURSEMENT - PW	60.00
303955	JAMISON HANSELMAN	REIMBURSEMENT - PD	81.78
303969	JOEL EATON	REIMBURSEMENT - FD	101.71
303956	JONATHAN SALMI	REIMBURSEMENT - PD	98.25
303948	KATHLEEN YAVITT	REIMBURSEMENT - FD	12.99
303988	KENNETH LEVIN	UTILITY REFUND - FIN	10,128.95

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VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

AUGUST 16, 2023 - AUGUST 31, 2023
FOR 09/12/23 MEETING

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
5970(A)	KIESLER POLICE SUPPLY, INC.	SUPPLIES - PD	3,881.25
303974	KRISTY SELLINGER	REIMBURSEMENT- PW	5,000.00
303957	KYLE PILMER	REIMBURSEMENT - PD	429.25
303868	LAKE COUNTY PUBLIC WORKS DEPT	SLUDGE TESTING - PW	70.00
303987	LAKESHORE RECYCLING SYSTEMS LLC	UTILITY REFUND - FIN	2,705.65
303970	LARRY DAVIS	ESCROW RELEASE - DPS	600.00
5971(A)	LAUTERBACH & AMEN, LLP	PROFESSIONAL SERVICES - FIN (*)	29,500.00
303869	LAW ENFORCEMENT TARGETS, INC.	SUPPLIES - PD	981.97
303870	LEXIPOL, LLC	SUBSCRIPTION - PD	1,056.67
303871	LIBERTYVILLE CHEVROLET INC	PARTS - PW	4,021.25
303933	LINDE GAS & EQUIPMENT INC.	SUPPLIES - PW	459.96
5972(A)	LOGSDON OFFICE SUPPLY	SUPPLIES - GG	310.93
5978(A)	M.E.S.	TOOLS - FD	7,118.25
5997(A)	MACQUEEN EMERGENCY GROUP	PARTS - PW	4,823.10
303958	MATTHEW JOHNSON	REIMBURSEMENT - PD	84.74
303983	MATTHEW LAUSE	UTILITY REFUND - FIN	1,009.36
303872	M-B COMPANIES, INC.	PARTS - PW	1,209.60
6003(A)	MCDONALD HOPKINS LLC	PROFESSIONAL SERVICES - IT	1,198.00
5973(A)	MEADE INC.	SERVICES - PW	2,334.50
303873	MENONI & MOCOGNI, INC.	MATERIALS - PW (*)	4,999.80
5974(A)	METROPOLITAN INDUSTRIES	PROFESISONAL SERVICES - PW	4,478.00
5975(A)	MGP, INC.	PROFESSIONAL SERVICES - PW (*)	18,540.00
303959	MICHAEL TADLEY	REIMBURSEMENT - PD	177.94
5986(A)	MICHAEL WAGNER & SONS, INC	SUPPLIES - PW	51.15
5976(A)	MID AMERICAN WATER OF WAUCONDA INC.	PROFESSIONAL SERVICES - PW (*)	4,478.40
5991(A)	MIDWEST COMPUTER PRODUCTS, INC.	EQUIPMENT - IT	1,653.68
303932	MIDWEST POWER INDUSTRY, INC	SERVICES - PW	1,063.81
303961	MILLIE GOMEZ	REIMBURSEMENT - PD	79.12
303913	MOORE LANDSCAPES, LLC	PROFESSIONAL SERVICES - PW (*)	47,138.01
303985	MOTHER OXFORD	UTILITY REFUND - FIN	38.05
5977(A)	MOTION INDUSTRIES, INC.	PARTS - PW	410.00
303874	MULTIPLE CONCRETE ACCESSORIES CORP.	SUPPLIES - PW	185.50
303926	MUNICIPAL SYSTEMS LLC	ANNUAL MAINTENANCE - IT	1,255.83
303917	NAPA AUTO PARTS	PARTS - PW	2,743.52
303877	NEENAH FOUNDRY COMPANY	SUPPLIES - PW	2,027.63
303940	NELBUD SERVICES, LLC	SERVICES - PW	839.90
303939	NELBUD SERVICES, LLC	SERVICES - PW	338.66
303976	NELSON BOSACOMA	REIMBURSEMENT - PW	180.00
303882	NICOR	UTILITIES - PW	825.65
303875	NIPSTA	TRAINING - FD	250.00
303876	NIPSTA	TRAINING - FD	200.00
303984	NORMAN & BONNIE GOLDSTEIN	UTILITY REFUND - FIN	185.90
303878	NORTH AMERICAN CORPORATION OF ILLINOIS	SUPPLIES - PW	2,477.58
303881	NORTH EAST MULTI-REGIONAL TRAINING	TRAINING - PD	300.00
303883	NORTH SHORE GAS COMPANY	UTILITIES - PW	214.18
5979(A)	NORTHBROOK PARK DISTRICT	IMPACT FEES - DPS	73,164.00
303879	NORTHBROOK POSTMASTER	POSTAGE FEE - FIN	310.00
5980(A)	NORTHBROOK PUBLIC LIBRARY	IMPACT FEES - GG	4,538.00
303921	NORTHBROOK SCHOOL DISTRICT 28	IMPACT FEES - DPS	27,781.00
303884	NORTHSHORE OMEGA	PROFESSIONAL SERVICES - PD	6,669.00
303885	NORTHWEST FREIGHTLINER	PARTS - PW	1,231.56
303909	PAGERDUTY, INC.	ANNUAL SUBSCRIPTION - IT	157.32

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VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

AUGUST 16, 2023 - AUGUST 31, 2023
FOR 09/12/23 MEETING

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
303919	PATRIOT PAVEMENT MAINTENANCE	PROFESSIONAL SERVICES - PW (*)	25,000.00
303929	PEERLESS NETWORK, INC.	TELECOMMUNICATIONS - IT	4,564.63
5981(A)	POMP'S TIRE SERVICE, INC.	SERVICES - PW	2,857.14
303918	PROFESSIONAL CEMETERY SERVICES	SERVICES - PW	1,251.00
303886	PROTANIC, INC.	SERVICES - PW	1,260.00
303979	RAMESH PATEL	VEHICLE STICKER REFUND - FIN	30.00
303833	RAY ALLEN MANUFACTURING CO.	K-9 SUPPLIES - PD .	164.99
5982(A)	REALTY & MORTGAGE CO.	SHF EXPENSE REIMB. - FIN	38,915.62
303887	RED'S GARDEN CENTER, INC.	SUPPLIES - PW	34.00
303888	REGIONAL EMERGENCY DISPATCH CENTER	DISPATCH - FD	50,110.00
303975	RHONDA PAWLAN	REIMBURSEMENT - PW	45.00
5954(A)	ROSE MARY JURINEK	PROFESSIONAL SEVICES - PD	1,260.00
303889	RUSH TRUCK CENTERS OF ILLINOIS	PARTS - PW	424.70
303982	SAM MUDRIK	UTILITY REFUND - FIN	17,095.77
303962	SCOTT LUBIAK	REIMBURSEMENT - PD	26.38
303963	SEAN KINCAID	REIMBURSEMENT - PD	57.90
303892	SENTINEL TECHNOLOGIES, INC.	ANNUAL SUBSCRIPTION - IT	1,160.00
303943	SHAFCOM	EQUIPMENT - PW	1,289.92
303893	SHERMAN MECHANICAL INC.	SERVICES - PW	2,391.81
303894	SHERWIN WILLIAMS	SUPPLIES - PW	717.87
303906	SMG SECURITY SYSTEMS, INC.	SERVICES - PW	95.46
303895	STANDARD EQUIPMENT COMPANY	PARTS - PW	98.99
303896	SUBURBAN ACCENTS INC.	SERVICES - PW	150.00
5984(A)	SUBURBAN TREE CONSORTIUM	MEMBERSHIP DUES - PW	575.00
303897	SUNSET FOOD MART, INC.	SUPPLIES - PW	7.50
303916	SUSAN BRUNNER	PROFESSIONAL SERVICES - GG	1,875.00
303923	SYMMETRY ENERGY SOLUTIONS, LLC	UTILITIES - PW	637.02
303898	TAPCO	SUPPLIES - PW	137.23
303938	TASCA CHEVROLET	SERVICES - PW	237.52
303971	TEJAS DESAI	ESCROW RELEASE - PW	1,500.00
303950	TERRENCE JORIA	REIMBURSEMENT - PD	51.05
303925	THALMANN ALIGNMENT INC	SERVICES - PW	270.00
6002(A)	THE ORGANIC GARDENER LTD	PROFESSIONAL SERVICES - DPS	800.00
303966	THERESA CICHOCKI	REIMBURSEMENT - PW	195.00
303972	THERESA PARK	ESCROW RELEASE - PW	300.00
303978	THOMAS PARK	VEHICLE STICKER REFUND - FIN	11.00
303899	THOMPSON ELEVATOR INSPECTION	PROFESSIONAL SERVICES - DPS	300.00
303924	TIDE CLEANERS	PROFESSIONAL SERVICES - PD	112.97
303927	TODAY'S UNIFORMS INC.	UNIFORMS - FD	2,808.20
303964	TRACY OLALDE	REIMBURSEMENT - PD	97.80
303900	TRAFFIC CONTROL & PROTECTION INC	SUPPLIES - PW	1,447.50
5992(A)	UNIQUE PRODUCTS & SERVICE CORP	SUPPLIES - PW	1,066.50
5959(A)	UNITED STATES POSTAL SERVICE	POSTAGE - FIN	5,000.00
5969(A)	USABLUEBOOK	SUPPLIES - PW	137.70
5985(A)	USALCO	SUPPLIES - PW (*)	4,449.90
303901	VERIZON WIRELESS	TELECOMMUNICATIONS - IT	3,870.27
303849	W S DARLEY & COMPANY	SUPPLIES - FD	2,346.01
5987(A)	WATER PRODUCTS COMPANY OF AURORA	SUPPLIES - PW	35.00
5988(A)	WATER RESOURCES INC	PROFESSIONAL SERVICES - PW (*)	4,655.00
5983(A)	WEIDNER FARMS MATERIAL INC.	MATERIALS - PW (*)	10,254.19
303904	WHOLESALE DIRECT INC.	PARTS - PW	715.75
303965	WILLIAM HUMPHRIES	REIMBURSEMENT - PD	521.07

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VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

AUGUST 16, 2023 - AUGUST 31, 2023
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CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
5989(A)	WILMETTE TRUCK AND BUS SERVICE, INC	SERVICES - PW	619.50
303905	WINTER EQUIPMENT COMPANY INC.	PARTS - PW	6,343.48
5958(A)	XEROX BUSINESS SOLUTIONS MIDWEST	PRINTING - IT	682.50
5990(A)	ZEP SALES & SERVICE	SUPPLIES - PW	98.88
303911	ZONES INC	EQUIPMENT - IT	876.00
		CLASS 'A' TOTAL	**2,009,622.20**

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CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
	CLASS 'B' WARRANTS		
386(E)	CHASE CARD SERVICES	VILLAGE CREDIT CARD - FIN	21,043.28
303810	ILLINOIS SECRETARY OF STATE	LICENSE PLATES - PW	165.00
303811	ILLINOIS SECRETARY OF STATE	LICENSE PLATES - PW	165.00
385(E)	LOWE'S	SUPPLIES - PW	1,052.16
303812	MIDWEST OPERATING ENGINEERS WELFARE	HEALTH INSURANCE - GG	36,582.00
303814	MIDWEST OPERATING ENGINEERS WELFARE	HEALTH INSURANCE - GG	20,295.00
303813	MIDWEST OPERATING ENGINEERS WELFARE	HEALTH INSURANCE - GG	11,999.00
8/31/23	PAYROLL	8/31/2023 PAYROLL	1,076,071.38
		CLASS 'B' TOTAL	**1,167,372.82**
		REPORT TOTAL	***3,176,995.02***

by roll call vote of the Northbrook Village Board of Trustees at a duly noticed official meeting on the day

of 20 .

ATTEST: _____

Attachment: Payments to be Made Per Listing Dated August 16, 2023 - August 31, 2023 (Alpha & Descending Lists) (6878 : Warrant List)

VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

AUGUST 16, 2023 - AUGUST 31, 2023
FOR 09/12/23 MEETING

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
303839	BROTHERS ASPHALT PAVING, INC.	PROFESSIONAL SERVICES - PW (*)	793,257.15
303832	A LAMP CONCRETE CONTRACTORS INC.	PROFESSIONAL SERVICES - PW (*)	371,870.66
5979(A)	NORTHBROOK PARK DISTRICT	IMPACT FEES - DPS	73,164.00
303888	REGIONAL EMERGENCY DISPATCH CENTER	DISPATCH - FD	50,110.00
303913	MOORE LANDSCAPES, LLC	PROFESSIONAL SERVICES - PW (*)	47,138.01
5998(A)	ELROD FRIEDMAN LLP	LEGAL SERVICES - GG	41,893.24
5982(A)	REALTY & MORTGAGE CO.	SHF EXPENSE REIMB. - FIN	38,915.62
303922	A. EPSTEIN AND SONS INTERNATIONAL,	PROFESSIONAL SERVICES - PW (*)	35,668.70
5971(A)	LAUTERBACH & AMEN, LLP	PROFESSIONAL SERVICES - FIN (*)	29,500.00
303921	NORTHBROOK SCHOOL DISTRICT 28	IMPACT FEES - DPS	27,781.00
303919	PATRIOT PAVEMENT MAINTENANCE	PROFESSIONAL SERVICES - PW (*)	25,000.00
5956(A)	BAXTER & WOODMAN INC.	PROFESSIONAL SERVICES - PW (*)	24,644.00
303859	GEWALT HAMILTON ASSOCIATES, INC.	PROFESSIONAL SERVICES - PW (*)	24,075.00
303920	AL WARREN OIL CO INC	FUEL - PW	23,959.80
303852	EMERALD TREE CARE, LLC	SERVICES - PW (*)	19,690.48
303853	EVERBRIDGE, INC.	PROFESSIONAL SERVICES - IT (*)	19,136.64
5975(A)	MGP, INC.	PROFESSIONAL SERVICES - PW (*)	18,540.00
6000(A)	CLARK HILL PLC	LEGAL SERVICES - GG	17,207.00
303982	SAM MUDRIK	UTILITY REFUND - FIN	17,095.77
6004(A)	ADDIS LAW GROUP	LEGAL SERVICES - GG	17,000.00
303946	BOOZ ALLEN HAMILTON INC.	PROFESSIONAL SERVICES - IT	10,627.50
5983(A)	WEIDNER FARMS MATERIAL INC.	MATERIALS - PW (*)	10,254.19
303988	KENNETH LEVIN	UTILITY REFUND - FIN	10,128.95
303857	GLENBROOK HIGH SCHOOL DISTRICT 225	IMPACT FEES - DPS	9,919.00
5966(A)	HARTING ASSOCIATES, INC.	ANNUAL SUBSCRIPTION - IT	9,122.70
303842	CLARK BAIRD SMITH LLP	LEGAL SERVICES - GG	7,742.50
303847	COMMONWEALTH EDISON COMPANY	UTILITIES - PW	7,172.29
5978(A)	M.E.S.	TOOLS - FD	7,118.25
303884	NORTHSHORE OMEGA	PROFESSIONAL SERVICES - PD	6,669.00
303905	WINTER EQUIPMENT COMPANY INC.	PARTS - PW	6,343.48
5959(A)	UNITED STATES POSTAL SERVICE	POSTAGE - FIN	5,000.00
303974	KRISTY SELLINGER	REIMBURSEMENT- PW	5,000.00
303873	MENONI & MOCOGNI, INC.	MATERIALS - PW (*)	4,999.80
5997(A)	MACQUEEN EMERGENCY GROUP	PARTS - PW	4,823.10
303915	J & B SOLUTIONS TO HEALTHY TREES	SERVICES - PW	4,798.00
5988(A)	WATER RESOURCES INC	PROFESSIONAL SERVICES - PW (*)	4,655.00
303929	PEERLESS NETWORK, INC.	TELECOMMUNICATIONS - IT	4,564.63
303841	CELLEBRITE INC.	SUBSCRIPTION - PD	4,550.00
5980(A)	NORTHBROOK PUBLIC LIBRARY	IMPACT FEE - GG	4,538.00
5976(A)	MID AMERICAN WATER OF WAUCONDA INC.	PROFESSIONAL SERVICES - PW (*)	4,478.40
5974(A)	METROPOLITAN INDUSTRIES	PROFESISONAL SERVICES - PW	4,478.00
5985(A)	USALCO	SUPPLIES - PW (*)	4,449.90
303871	LIBERTYVILLE CHEVROLET INC	PARTS - PW	4,021.25
5970(A)	KIESLER POLICE SUPPLY, INC.	SUPPLIES - PD	3,881.25
303901	VERIZON WIRELESS	TELECOMMUNICATIONS - IT	3,870.27
5996(A)	AMAZON.COM SERVICES, INC.	EQUIPMENT - IT	3,808.81
5999(A)	BANNERVILLE USA, INC	BANNERS - GG	3,560.00
5994(A)	FIRE SAFETY CONSULTANTS, INC	PROFESSIONAL SERVICES - FD	3,401.20
303858	GOLF MILL FORD	PARTS - PW	3,252.91
303837	ARROW ROAD CONSTRUCTION COMPANY	MATERIALS - PW (*)	3,061.11
303850	EL-COR INDUSTRIES, INC.	PARTS - PW	3,026.97
303831	A & J SEWER SERVICE, INC.	SERVICES - PW	2,913.25

Attachment: Payments to be Made Per Listing Dated August 16, 2023 - August 31, 2023 (Alpha & Descending Lists) (6878 : Warrant List)

VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

AUGUST 16, 2023 - AUGUST 31, 2023
FOR 09/12/23 MEETING

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
6001(A)	GRANITE TELECOMMUNICATIONS, LLC	TELECOMMUNICATIONS - IT	2,910.72
5949(A)	ADVANCED TREE CARE	SERVICES - PW (*)	2,895.00
5981(A)	POMP'S TIRE SERVICE, INC.	SERVICES - PW	2,857.14
303927	TODAY'S UNIFORMS INC.	UNIFORMS - FD	2,808.20
303917	NAPA AUTO PARTS	PARTS - PW	2,743.52
303987	LAKESHORE RECYCLING SYSTEMS LLC	UTILITY REFUND - FIN	2,705.65
5961(A)	CDW GOVERNMENT INC.	EQUIPMENT - IT	2,676.25
5960(A)	COMCAST	TELECOMMUNICATIONS - IT	2,643.05
303835	ALERT-ALL CORPORATION	SUPPLIES - FD	2,485.00
303878	NORTH AMERICAN CORPORATION OF ILLINOIS	SUPPLIES - PW	2,477.58
303893	SHERMAN MECHANICAL INC.	SERVICES - PW	2,391.81
303849	W S DARLEY & COMPANY	SUPPLIES - FD	2,346.01
5973(A)	MEADE INC.	SERVICES - PW	2,334.50
5952(A)	APPLIED CONCEPTS INC	PARTS - PW	2,280.00
303942	HOUSEAL LAVIGNE ASSOCIATES, LLC	SERVICES - PW	2,212.50
303944	CRETEX SPECIALTY PRODUCTS, INC	SUPPLIES - PW	2,160.81
303914	APEX LANDSCAPING INC.	SERVICES - PW	2,129.00
303877	NEENAH FOUNDRY COMPANY	SUPPLIES - PW	2,027.63
303916	SUSAN BRUNNER	PROFESSIONAL SERVICES - GG	1,875.00
5991(A)	MIDWEST COMPUTER PRODUCTS, INC.	EQUIPMENT - IT	1,653.68
303930	COMMUNITY PARTNERS FOR AFFORDABLE	PROFESSIONAL SERVICES - DPS	1,632.50
303907	BADE SUPPLY	SUPPLIES - PW	1,598.75
5967(A)	HARTING ASSOCIATES, INC.	ANNUAL MAINTENANCE - IT	1,575.00
303912	BUILDERS ASPHALT, LLC	MATERIALS - PW (*)	1,505.76
303971	TEJAS DESAI	ESCROW RELEASE - PW	1,500.00
303931	COMMUNITY PARTNERS FOR AFFORDABLE	PROFESSIONAL SERVICES - DPS	1,485.00
303900	TRAFFIC CONTROL & PROTECTION INC	SUPPLIES - PW	1,447.50
5963(A)	GALLS, LLC	UNIFORMS - PD	1,419.08
303943	SHAFCOM	EQUIPMENT - PW	1,289.92
303856	FOSTER COACH SALES INC.	PARTS - PW	1,274.45
303947	BOOZ ALLEN HAMILTON INC.	PROFESSIONAL SERVICES - IT	1,267.50
5954(A)	ROSE MARY JURINEK	PROFESSIONAL SEVICES - PD	1,260.00
303886	PROTANIC, INC.	SERVICES - PW	1,260.00
303926	MUNICIPAL SYSTEMS LLC	ANNUAL MAINTENANCE - IT	1,255.83
303918	PROFESSIONAL CEMETERY SERVICES	SERVICES - PW	1,251.00
303885	NORTHWEST FREIGHTLINER	PARTS - PW	1,231.56
5965(A)	GRAINGER	SUPPLIES - PW	1,212.84
303872	M-B COMPANIES, INC.	PARTS - PW	1,209.60
6003(A)	MCDONALD HOPKINS LLC	PROFESSIONAL SERVICES - IT	1,198.00
303936	ALLIED GARAGE DOOR INC	SERVICES - PW	1,184.97
303892	SENTINEL TECHNOLOGIES, INC.	ANNUAL SUBSCRIPTION - IT	1,160.00
5968(A)	HAVEY COMMUNICATIONS, INC.	PARTS - PW	1,140.90
5992(A)	UNIQUE PRODUCTS & SERVICE CORP	SUPPLIES - PW	1,066.50
303932	MIDWEST POWER INDUSTRY, INC	SERVICES - PW	1,063.81
303870	LEXIPOL, LLC	SUBSCRIPTION - PD	1,056.67
303983	MATTHEW LAUSE	UTILITY REFUND - FIN	1,009.36
303951	ALAN SMITH	TUITION REIMBURSEMENT - PD	1,004.49
303869	LAW ENFORCEMENT TARGETS, INC.	SUPPLIES - PD	981.97
303945	ANCEL, GLINK P.C.	PROFESSIONAL SEVICES - GG	962.50
303836	AMALGAMATED BANK OF CHICAGO	ADMINISTRATION FEES - FIN	950.00
5995(A)	FIRST CHOICE COFFEE SERVICES	CANTEEN SERVICES - GG	949.48
303937	ADVANCED AUTO PARTS AND CARQUEST	PARTS - PW	915.33

Attachment: Payments to be Made Per Listing Dated August 16, 2023 - August 31, 2023 (Alpha & Descending Lists) (6878 : Warrant List)

VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

AUGUST 16, 2023 - AUGUST 31, 2023
FOR 09/12/23 MEETING

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
303880	ACE NORTHBROOK HARDWARE & RENTAL	SUPPLIES - PW	913.60
303911	ZONES INC	EQUIPMENT - IT	876.00
303940	NELBUD SERVICES, LLC	SERVICES - PW	839.90
303862	HOUSE OF RENTAL AND SALES, INC	SUPPLIES - PW	833.28
303882	NICOR	UTILITIES - PW	825.65
6002(A)	THE ORGANIC GARDENER LTD	PROFESSIONAL SERVICES - DPS	800.00
303867	J.G. UNIFORMS, INC.	UNIFORMS - PD	754.55
303894	SHERWIN WILLIAMS	SUPPLIES - PW	717.87
303904	WHOLESALE DIRECT INC.	PARTS - PW	715.75
5958(A)	XEROX BUSINESS SOLUTIONS MIDWEST	PRINTING - IT	682.50
5953(A)	ARLINGTON POWER EQUIPMENT	PARTS - PW	676.69
5950(A)	AIR ONE EQUIPMENT INC	TOOLS - FD	675.00
303923	SYMMETRY ENERGY SOLUTIONS, LLC	UTILITIES - PW	637.02
5989(A)	WILMETTE TRUCK AND BUS SERVICE, INC	SERVICES - PW	619.50
303970	LARRY DAVIS	ESCROW RELEASE - DPS	600.00
303863	HIGH PSI LTD.	SERVICES - PW	589.00
5984(A)	SUBURBAN TREE CONSORTIUM	MEMBERSHIP DUES - PW	575.00
303865	IDLEWOOD ELECTRIC SUPPLY, INC.	SUPPLIES - PW	563.59
303965	WILLIAM HUMPHRIES	REIMBURSEMENT - PD	521.07
303860	HENDERSON PRODUCTS INC.	PARTS - PW	482.76
303933	LINDE GAS & EQUIPMENT INC.	SUPPLIES - PW	459.96
5962(A)	FLUORECYCLE, INC.	RECYCLING - PW	454.73
303934	CITIES DIGITAL, INC	ANNUAL SUBSCRIPTION - IT	447.22
303957	KYLE PILMER	REIMBURSEMENT - PD	429.25
303889	RUSH TRUCK CENTERS OF ILLINOIS	PARTS - PW	424.70
5977(A)	MOTION INDUSTRIES, INC.	PARTS - PW	410.00
303902	CINTAS CORPORATION #2	SERVICES - PD	407.95
303838	BERLAND'S HOUSE OF TOOLS	TOOLS - PW	385.40
303903	CINTAS CORPORATION #2	UNIFORMS - PW	349.88
5964(A)	GHA TECHNOLOGIES INC	SUPPLIES - IT	348.00
303939	NELBUD SERVICES, LLC	SERVICES - PW	338.66
303954	ERIC GUSTASON	REIMBURSEMENT - PD	336.97
303928	ARROWHEAD FORENSICS	SUPPLIES - PD	335.60
303843	COLLEGE OF DUPAGE	TRAINING - PD	325.00
5957(A)	CHICAGO COMMUNICATIONS LLC	MAINTENANCE - FD	320.00
5955(A)	BATTERY SERVICE CORPORATION	PARTS - PW	313.85
5972(A)	LOGSDON OFFICE SUPPLY	SUPPLIES - GG	310.93
303879	NORTHBROOK POSTMASTER	POSTAGE FEE - FIN	310.00
303881	NORTH EAST MULTI-REGIONAL TRAINING	TRAINING - PD	300.00
303899	THOMPSON ELEVATOR INSPECTION	PROFESSIONAL SERVICES - DPS	300.00
303972	THERESA PARK	ESCROW RELEASE - PW	300.00
303973	DRE REALTY INVESTMENTS, LLC	ESCROW RELEASE - PW	300.00
303846	COMCAST CABLE	TELECOMMUNICATIONS - IT	279.80
303925	THALMANN ALIGNMENT INC	SERVICES - PW	270.00
303848	COOK COUNTY RECORDER OF DEEDS	RECORDING FEES - DPS	264.00
303908	ARTISTIC ENGRAVING	UNIFORMS - PD	253.87
303935	FULLIFE SAFETY, LLC	SUPPLIES - PW	252.00
303875	NIPSTA	TRAINING - FD	250.00
303938	TASCA CHEVROLET	SERVICES - PW	237.52
303834	ALEXANDER EQUIPMENT CO, INC.	PARTS - PW	235.45
303883	NORTH SHORE GAS COMPANY	UTILITIES - PW	214.18
303981	ALEX FRUM	UTILITY REFUND - FIN	200.91

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VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

AUGUST 16, 2023 - AUGUST 31, 2023
FOR 09/12/23 MEETING

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
303876	NIPSTA	TRAINING - FD	200.00
303966	THERESA CICHOCKI	REIMBURSEMENT - PW	195.00
303984	NORMAN & BONNIE GOLDSTEIN	UTILITY REFUND - FIN	185.90
303874	MULTIPLE CONCRETE ACCESSORIES CORP.	SUPPLIES - PW	185.50
303976	NELSON BOSACOMA	REIMBURSEMENT - PW	180.00
303959	MICHAEL TADLEY	REIMBURSEMENT - PD	177.94
303953	BRYAN MEENTS	REIMBURSEMENT - PD	176.46
303891	ILLINOIS SECRETARY OF STATE	LICENSE PLATES - PW	173.00
5993(A)	ALPHAGRAPHICS US333	PRINTING - DPS	170.72
303890	ILLINOIS SECRETARY OF STATE	LICENSE PLATES - PW	165.00
303833	RAY ALLEN MANUFACTURING CO.	K-9 SUPPLIES - PD .	164.99
303909	PAGERDUTY, INC.	ANNUAL SUBSCRIPTION - IT	157.32
303866	ILLINOIS SECRETARY OF STATE	LICENSE PLATES - PD	151.00
303896	SUBURBAN ACCENTS INC.	SERVICES - PW	150.00
303949	CAITLIN MCKENZIE	REIMBURSEMENT - PD	148.49
303855	FEDEX	SERVICES - PW	147.85
5969(A)	USABLUEBOOK	SUPPLIES - PW	137.70
303898	TAPCO	SUPPLIES - PW	137.23
303952	BRIAN LAARVELD	REIMBURSEMENT - PD	130.08
303861	HOME DEPOT CREDIT SERVICES	SUPPLIES - PW	122.48
303844	COMCAST CABLE	CABLE/INTERNET - PD	115.72
303840	CDS OFFICE TECHNOLOGIES	PARTS - PW	113.00
303924	TIDE CLEANERS	PROFESSIONAL SERVICES - PD	112.97
303968	DAVID SCHWEIHS	REIMBURSEMENT - FD	109.00
303969	JOEL EATON	REIMBURSEMENT - FD	101.71
303895	STANDARD EQUIPMENT COMPANY	PARTS - PW	98.99
5990(A)	ZEP SALES & SERVICE	SUPPLIES - PW	98.88
303956	JONATHAN SALMI	REIMBURSEMENT - PD	98.25
303964	TRACY OLALDE	REIMBURSEMENT - PD	97.80
303906	SMG SECURITY SYSTEMS, INC.	SERVICES - PW	95.46
303941	CONSTELLIX	ANNUAL SUBSCRIPTION - IT	89.21
303958	MATTHEW JOHNSON	REIMBURSEMENT - PD	84.74
303986	CHRISTOPHER LAY & JULIE GIBSON LAY	UTILITY REFUND - FIN	84.65
303955	JAMISON HANSELMAN	REIMBURSEMENT - PD	81.78
303961	MILLIE GOMEZ	REIMBURSEMENT - PD	79.12
303868	LAKE COUNTY PUBLIC WORKS DEPT	SLUDGE TESTING - PW	70.00
5951(A)	ALPHA PRIME COMMUNICATIONS	PARTS - PW	60.00
303864	HUB INTERNATIONAL MIDWEST LTD.	PROFESSIONAL SERVICES - GG	60.00
303967	JACK BIELAK	REIMBURSEMENT - PW	60.00
303963	SEAN KINCAID	REIMBURSEMENT - PD	57.90
5986(A)	MICHAEL WAGNER & SONS, INC	SUPPLIES - PW	51.15
303950	TERRENCE JORIA	REIMBURSEMENT - PD	51.05
303975	RHONDA PAWLAN	REIMBURSEMENT - PW	45.00
303851	ELITE K-9, INC.	K-9 SUPPLIES - PD	41.31
303985	MOTHER OXFORD	UTILITY REFUND - FIN	38.05
5987(A)	WATER PRODUCTS COMPANY OF AURORA	SUPPLIES - PW	35.00
303887	RED'S GARDEN CENTER, INC.	SUPPLIES - PW	34.00
303977	GUSTAVO VIDAL	VEHICLE STICKER REFUND - FIN	33.00
303845	COMCAST CABLE	CABLE - PW	31.56
303979	RAMESH PATEL	VEHICLE STICKER REFUND - FIN	30.00
303962	SCOTT LUBIAK	REIMBURSEMENT - PD	26.38
303980	CARMEL NG	VEHICLE STICKER REFUND - FIN	26.00

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VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

AUGUST 16, 2023 - AUGUST 31, 2023
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CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
303854	FEDEX	SERVICES - PW	24.61
303910	INSIGHT PUBLIC SECTOR, INC	SERVICES - IT	23.10
303948	KATHLEEN YAVITT	REIMBURSEMENT - FD	12.99
303978	THOMAS PARK	VEHICLE STICKER REFUND - FIN	11.00
303897	SUNSET FOOD MART, INC.	SUPPLIES - PW	7.50
		CLASS 'A' TOTAL	**2,009,622.20**

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VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

AUGUST 16, 2023 - AUGUST 31, 2023
FOR 09/12/23 MEETING

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
	CLASS 'B' WARRANTS		
8/31/23	PAYROLL	8/31/2023 PAYROLL	1,076,071.38
303812	MIDWEST OPERATING ENGINEERS WELFARE	HEALTH INSURANCE - GG	36,582.00
386(E)	CHASE CARD SERVICES	VILLAGE CREDIT CARD - FIN	21,043.28
303814	MIDWEST OPERATING ENGINEERS WELFARE	HEALTH INSURANCE - GG	20,295.00
303813	MIDWEST OPERATING ENGINEERS WELFARE	HEALTH INSURANCE - GG	11,999.00
385(E)	LOWE'S	SUPPLIES - PW	1,052.16
303810	ILLINOIS SECRETARY OF STATE	LICENSE PLATES - PW	165.00
303811	ILLINOIS SECRETARY OF STATE	LICENSE PLATES - PW	165.00
		CLASS 'B' TOTAL	**1,167,372.82**
		REPORT TOTAL	***3,176,995.02***

by roll call vote of the Northbrook Village Board of Trustees at a duly noticed official meeting on the day

of 20 .

ATTEST: _____

Attachment: Payments to be Made Per Listing Dated August 16, 2023 - August 31, 2023 (Alpha & Descending Lists) (6878 : Warrant List)

VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

AUGUST 30 , 2023 FRONTAGE DEPOSIT REFUNDS

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
303815	GB SPRINKLERS SYSTEMS INC	FRONTAGE DEPOSIT REFUND ®	500.00
303816	GOLDEN K	FRONTAGE DEPOSIT REFUND ®	2,600.00
303817	ROQUES PLUMBING	FRONTAGE DEPOSIT REFUND ®	500.00
303818	TURF INDUSTRIES INC	FRONTAGE DEPOSIT REFUND ®	500.00
303819	ELLIOT & JOY BRUCKMAN	FRONTAGE DEPOSIT REFUND ®	500.00
303820	RELIANCE PLUMBING SEWER AND DRAINAGE	FRONTAGE DEPOSIT REFUND ®	500.00
303821	SANTUCCI PLUMBING	FRONTAGE DEPOSIT REFUND ®	500.00
303822	SANTUCCI PLUMBING INC	FRONTAGE DEPOSIT REFUND ®	1,000.00
303823	BBP PLUMBING	FRONTAGE DEPOSIT REFUND ®	500.00
303824	JM IRRIGATION, LLC	FRONTAGE DEPOSIT REFUND ®	500.00
303825	SURAM DEVELOPERS	FRONTAGE DEPOSIT REFUND ®	5,000.00
303826	MICHAEL SHENFELD	FRONTAGE DEPOSIT REFUND ®	500.00
303827	RAVINIA PLUMBING AND HEATING	FRONTAGE DEPOSIT REFUND ®	500.00
303828	CAB BACKFLOW INC.	FRONTAGE DEPOSIT REFUND ®	500.00
303829	I & D PLUMBING	FRONTAGE DEPOSIT REFUND ®	500.00
303830	AMERICAN NATIONAL SPRINKLERS AND LIGHTING	FRONTAGE DEPOSIT REFUND ®	1,000.00
		CLASS 'A' TOTAL	**15,600.00**

by roll call vote of the Northbrook Village Board of Trustees at a duly noticed official meeting on the day

of 20 .

Village President

ATTEST: _____

Attachment: Frontage Deposit List Dated August 30, 2023 (6879 : Frontage Deposit)

MEMORANDUM
VILLAGE OF NORTHBROOK
BOARD OF TRUSTEES

TO: CARA PAVLICEK, VILLAGE MANAGER

FROM: DEBBIE FORD, DIRECTOR OF ADMINISTRATIVE SERVICES

DATE: September 12, 2023

SUBJECT: COMMISSION APPOINTMENT

With the Board's approval and consent, the following appointment will be made at the September 12, 2023 Regular Board Meeting:

Pedestrian & Bicycle Commission

Michael Pfeifer - Appointed to Chairperson

MEMORANDUM
VILLAGE OF NORTHBROOK
PUBLIC WORKS

TO: CARA PAVLICEK, VILLAGE MANAGER

FROM: KELLY HAMILL, DIRECTOR OF PUBLIC WORKS

DATE: September 12, 2023

SUBJECT: A RESOLUTION AUTHORIZING UPDATES TO THE NORTHBROOK ENGINEERING STANDARDS AND SPECIFICATIONS

For the Village Board's consideration is a Resolution adopting updates to the Village's Engineering Standards and Specifications. The Standards and Specifications for Public and Private Improvements (Green Book) is the reference guide used by civil engineering consultants, general contractors, and property owners to understand the minimum design and construction requirements in the Village of Northbrook. The current document was drafted and adopted in October 1990. The Green Book has been amended several times to address specific items as situations arose; however, a comprehensive review and update of the Village's document to ensure current design and construction requirements has not been completed since that time. To address areas of outdated information defined in the standards, staff reviewed standards from similar communities and concluded that a complete review and revision of the document was required to maintain and align Village design and construction standards with current engineering industry practice.

Staff and representatives of Clark-Dietz, Inc. ("***Consultant***") assisting the Village on the update of the Standards and Specifications held meetings with all pertinent divisions and departments in the Village to seek their opinion on the current standards and situations they have come across in practice. These interdepartmental workshops discussed ideas, practices, and procedures, and were a valuable resource as we cross reviewed various code requirements applied by other departments and implemented the best practice for use in our community. Two rounds of reviews were conducted with Public Works staff in the Forestry Division, the Sustainability Coordinator, and inspectors in the Development and Planning Services Department. Final review was completed by the Consultant and Village Engineering staff by examining each individual section in conjunction with the input received from internal stakeholders.

The intention throughout the update process was to produce a final document that contained industry standard language that will remain intact for several years without the need for annual updates. The inclusion of updated materials, construction industry standards and practices, technological changes, and information provided in the Appendix provides a clear and concise document for end users. The changes to the document format make the document easier to follow and use. A complete document, with tracked changes, is attached for reference to all changes made as Exhibit B. With that, the Standards and Specifications for Public and Private Improvements is a living document and staff will review it as needed to ensure it continues to evolve with best practices in the construction industry.

A completed draft of the Standards and Specifications for Public and Private Improvements was presented to the Village Board at the Committee of the Whole meeting held August 8, 2023. Staff incorporated the feedback from the Village Board into the final document included here as Exhibit A.

Staff recommends Village Board approval and adoption of the revised Standards and Specifications for

Public and Private Improvements. Staff will be present at the Village Board meeting to answer any questions that may arise.

Resolution (ID # 6840)

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Authorizing Updates to the Northbrook Engineering Standards and Specifications for Public and Private Improvements

is hereby adopted, as follows:

Section 1. Recitals.

The Northbrook Standards and Specifications for Public and Private Improvements ("***Standards and Specifications Manual***") is the reference manual used by Village staff, civil engineering consultants, general contractors, and property owners to understand the minimum design and construction requirements applicable to civil engineering within the community. The current Standards and Specifications Manual was adopted in 1990 and has been amended and appended eleven times since its adoption. The Standards and Specifications Manual has become outdated and many areas of the document do not reflect current industry design standards and requirements. To address the outdated text in the Standards and Specifications Manual, staff reviewed similar manuals from other communities and concluded an in-depth review and rewrite of this document was required to maintain and align our design and construction standards with current best practices ("***Project***").

The Village prepared a Request for Qualifications ("***RFQ***") package that was advertised on the Village's website. Two firms submitted responses to the RFQ and both firms were interviewed. Staff determined that Clark Dietz, Inc. of Oakbrook Terrace, Illinois ("***Consultant***") submitted the most responsive and responsible proposal and best demonstrated their ability to complete the work. The Consultant worked with Village staff in cross-departmental workshops to produce updates to the Standard and Specifications Manual.

The updates were presented to the Village Board during a Committee of the Whole meeting on August 8, 2023. Staff took notes and incorporated comments from the Village Board into the final document. Staff recommends these revisions to the Standards and Specifications for Public and Private Improvements. The inclusion of updated materials, construction industry standards and practices, technological changes, and information provided in the Appendix provides a clear and concise document for end users.

The President and the Board of Trustees have considered the updates made to the Standards and Specifications for Public and Private Improvements and determined that it is in the best interests of the Village and the public to adopt the changes.

Section 2. Adoption of the Standards and Specifications for Public and Private Improvements.

The Village of Northbrook Standards and Specifications Manual, with a latest revision date of September 12, 2023, a copy of which is attached to, and by this reference made a part of this Resolution as ***Exhibit A***, is hereby adopted.

Scheduled: 9/12/2023

ATTEST:

Village President

Village Clerk

SECTION I

ADMINISTRATION

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B. REFERENCES 2
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Attachment: Exhibit A - Engineering Standards Final Compiled Version (6840 : A Resolution Authorizing Updates to the Northbrook

A. PURPOSE

The purpose of this document is to present standards and specifications for the design of public and private improvements that will result in uniform, long-lasting, quality construction. It is not intended as a substitute for good engineering judgment, and it anticipates that actual design work will be done by qualified professional engineers.

These standards also expect and require only the highest quality in construction procedures, workmanship, and finished product. Defective, inappropriate, damaged, or unacceptable construction, as determined by the Village Engineer, shall be removed and replaced at no expense to the Village.

The design and construction of certain types of improvements also falls under the legal responsibility of other public agencies in addition to the Village. The requirements of these other public agencies must also be met while being in conformance with these Village standards. Where conflict arises, the more stringent regulation shall govern as approved by the Village Engineer. Additionally, any and all permits and bonds required by these other agencies must also be secured in addition to providing the bonds and guarantees required to protect the Village.

These regulations shall be applicable to all lands within the corporate limits of the Village and in contiguous unincorporated territory within 1½ miles of the corporate limits of the Village in accordance with 65 ILCS 5.

All interpretation of the Village Standards and Specifications for Public and Private Improvements manual is reserved for the Village Engineer or their duly appointed representative. These standards apply whenever any person requests development, is performing development of land, redevelopment or subdivision of land, and shall be done in conformance with this manual.

The Village Engineer is authorized to approve an alternative to a particular improvement standard based on their professional engineering judgment that the alternative equals or exceeds the standard.

B. REFERENCES

The following publications are hereby incorporated by reference.

1. "Zoning Code," Village of Northbrook, current edition.
2. "Subdivision and Development Code," Village of Northbrook, current edition.
3. "Municipal Code," Village of Northbrook, current edition.
4. "Standard Specifications for Water and Sewer Construction in Illinois," published by the Illinois Society of Professional Engineers, latest edition.
5. "Watershed Management Ordinance," Metropolitan Water Reclamation District of Greater Chicago, latest edition.
6. "AWWA Standards," published by the American Water Works Association, latest edition.
7. "Guide for Determination of Needed Fire Flow," published by the Insurance Services Office, latest edition.
8. "Standard Specifications for Road and Bridge Construction," published by the Illinois Department of Transportation, latest edition.
9. "Highway Standards," and "District 1 Specific Standards," published by the Illinois Department of Transportation, latest edition.
10. "Drainage Manual," published by the Illinois Department of Transportation, latest edition.

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11. "Manual on Uniform Traffic Control Devices for Streets and Highways," published by the Federal Highway Administration and "Illinois Supplement to the Manual on Uniform Traffic Control Devices," published by the Illinois Department of Transportation, latest edition.
12. "Bureau of Local Roads and Streets Manual," published by the Illinois Department of Transportation, latest edition.
13. "Bureau of Design and Environment Manual," published by the Illinois Department of Transportation, latest edition.
14. "Annual Book of ASTM Standards," published by the American Society for Testing and Materials, latest edition.
15. "Recommended Practice: Lighting Roadway and Parking Facilities," published by the Illuminating Engineering Society, latest edition.
16. "American Standard for Nursery Stock," published by AmericanHort, latest edition.
17. "Illinois Urban Manual," published by the Illinois Urban Manual Partnership, latest edition.
18. "Illinois Recommended Standards for Sewage Works," Ill. Admin. Code Title 35 Part 370
19. "NASSCO Specification Guidelines," published by the National Association of Sewer Service Companies, latest editions.
20. "Fire Suppression Rating Schedule," published by the Insurance Services Office, latest edition.
21. "Lighting Roadway and Parking Facilities Standards Collection," published by the Illuminating Engineering Society, latest edition.
22. "FHWA Lighting Handbook," published by the Federal Highway Administration, latest edition.
23. "National Electrical Code," published by the NFPA, as adopted by the Board of Trustees.

C. GENERAL CONDITIONS

Open cutting roadway pavement within the Village shall not be allowed between November 1st and April 1st unless approved in writing by the Director of Public Works or Village Engineer.

D. AMENDMENTS

These standards may be amended from time to time by Resolution duly adopted by the Board of Trustees. However, the Village Engineer is granted the authority to make periodic revisions to the standard details contained in the Appendix based on their professional judgment.

E. VARIATIONS

Upon application to the Village Engineer variations of the provisions of these Standards may be considered unless otherwise prohibited by code.

A Developer may petition the Village Manager who will make a recommendation to the Village Board of Trustees regarding the requested relief from these Standards or the determinations of the Village Engineer. The developer shall submit to the Village Manager detail in writing the specific section and relief requested demonstrating:

- The requested variation is in keeping with the overall purpose and intent of the Standards and Specifications;
- The granting of the variation will not be to the detriment of adjacent properties;
- The granting of the variation will not be contrary to the public health, safety and general welfare; and
- An instance of usage does not set a precedence for future use.

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SECTION II

WATER DISTRIBUTION SYSTEM AND APPURTENANCES

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A. GENERAL

All development under the jurisdiction of the Village of Northbrook shall include provisions for construction of water distribution and service facilities complete with valves, fire hydrants, and other appurtenances designed in accordance with the standards herein. Where more than one building is located or planned on one parcel of property, or where fire protection is required, the proposed initial phase of construction shall include all water main construction and appurtenances.

The design of all water distribution system improvements proposed for construction as independent projects under the control of the Village shall meet these technical requirements and the requirements of the Illinois Environmental Protection Agency (IEPA).

B. ENVIRONMENTAL PROTECTION AGENCY

Water main design and construction shall in all respects be in accordance with the regulations of the IEPA Division of Public Water Supplies. An IEPA Public Water Supply Construction Permit shall be obtained prior to construction commencing.

C. PUBLIC EASEMENTS AND UTILITIES

All public water main extensions shall be located within publicly dedicated rights-of-way or easements. If located within an easement, the easement shall be centered on the pipe and appurtenances and extend 10 feet to either side.

To protect existing utilities all underground utility work shall be performed in accordance with the Illinois Underground Utility Facilities Damage Prevention Act and JULIE Excavator Handbook.

D. SYSTEM EXTENSION

Extensions to the water distribution system shall form a complete network and be compatible with the existing water system network. Mains shall be extended to the property lines along public rights-of-way and at any location indicated by the Village Engineer. As required by the Village Engineer, the developer shall have the proposed water main improvements added to the Village's water system model to verify the capacity of the existing system to support the new development.

Transmission mains within or adjacent to a development shall be sized and located as directed by the Village Engineer. Distribution mains shall form a grid, be sized, looped, and spaced as required for water quality and fire flows, and shall have a minimum diameter of 8-inches. Dead legs shall not be allowed.

The proposed system extension shall be arranged so that the isolation of any section of main will require closure of no more than 3 valves and minimize the interruption of service.

E. MAIN OVERSIZING

When the construction of a transmission main is deemed necessary by the Village Engineer, the additional incremental construction cost to oversize the water main in the same location may be accommodated by a recapture agreement or borne by the Village if so accepted and authorized by the Board of Trustees.

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F. FIRE PROTECTION

1. Anticipated Fire Flow Loadings

If required by the Village Engineer or Fire Chief, the design engineer shall show, in a separate report to both the Village's Engineering Department and the Fire Prevention Bureau, that at various locations, selected by the Village Engineer, the proposed water main system will supply the required fire flows in excess of domestic consumption demands. A “C” factor of 140 may be used for new water main and the “C” factor shall be reduced by 5 for each decade of age. A minimum fire flow requirement of 1200 GPM, 20 psi, residual gallons per minute should be used for single-family residential fire flow calculations. The Fire Department jointly with the Engineering Department shall determine the minimum required fire flows for other proposed developments.

2. Private Booster Pumps for Fire Protection

No pump shall be installed without specific approval of the Fire Prevention Bureau. The Standards of the National Fire Protection Association have been adopted by reference in the Village Building and Fire Prevention Code. Proper backflow prevention devices are required in accordance with the Illinois Plumbing Code.

G. INSTALLATION REQUIREMENTS

All water main pipe shall be protected in accordance with IEPA requirements. There shall be a minimum 12-inch vertical separation from all non-sewer utilities.

H. MATERIAL SPECIFICATIONS AND DETAILS

1. Water Main Pipe

Pipe shall be furnished in nominal 18-to-20-foot laying lengths as supplied by the manufacturer. Each pipe shall have the manufacturer’s mark and year in which the pipe was manufactured in addition to the current AWWA, thickness class, pressure class, diameter, and listing standards.

Pipe shall be specified for a working pressure of 150 psi. Higher pressure or thickness classes of pipe may be required when installed outside of the right-of-way, in rear or side yards, in casings, and as otherwise specified by the Village Engineer.

Ductile Iron Pipe
Ductile iron water main pipe shall be minimum thickness Class 52, cement lined, bituminous coated and comply with AWWA C151. Pipe shall be encased in an 8-mil thick polyethylene encasement installed in accordance with the manufacturer’s instructions. Polyethylene encasement shall be secured to the pipe main with plastic tie straps.

Polyvinyl Chloride Pipe
Polyvinyl chloride water main pipe shall have a minimum DR18 pressure rating and comply with AWWA C900.

Tracer Wire
Tracer wire shall be installed with all water main and shall be a minimum #12 AWG single strand copper or copper clad conductor with blue colored 30 mil minimum thickness HDPE insulation or as approved by the Engineer. Tracer wire shall be placed alongside the pipe between the 3 o’clock and 6 o’clock position, and fastened at

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minimum of 5 foot intervals within the limits of the initial backfill. Tracer wire shall extend through all valves and fittings and shall be brought up to grade inside all valve vaults and with fire hydrants.

Tracer wire shall not be looped and underground splices shall be performed using locking connectors or lugs specifically designed for direct bury applications.

Tracer wire termination or access boxes shall be installed as required by the Village Engineer.

All new tracer wire installations shall be tested by the developer at the developer's expense using low frequency line locating equipment. Testing shall be observed by the Village Engineer who shall be the final authority for approval. Testing shall be performed prior to public improvement acceptance. Continuity testing in lieu of actual line locating shall not be accepted.

Fittings
All underground fittings and related fittings/hardware shall be ductile iron and connected to water main pipe by means of mechanical joints with Grade 304 stainless steel fasteners. All fittings shall be encased in high-density cross-laminated polyethylene encasement.

All fittings shall meet current AWWA C110.

2. Pipe Joints

Sections of water main pipe shall be connected by means of slip joints, consisting of bells extruded with the pipe which have interior angular recesses conforming with the shape and dimensions of a rubber sealing gasket, the interior dimension of which is such that it will admit the insertion of the spigot end of the joining pipe in such manner as to compress the gasket tightly between the bell of the pipe and the inserted spigot, thus securing the gasket and sealing the joint.

The lubricant used in conjunction with slip joints shall be NSF approved and as recommended by the pipe or fitting manufacturer.

Mechanical joint pipe shall meet the above requirements. Fasteners shall be Grade 304 stainless steel.

3. Restrained Joints

The unbalanced forces at pipe bends, tees, etc., shall be restrained by transmitting those forces of the pipe wall by means of concrete thrust blocks, mechanically restrained joint restraining glands, a tie rod system, field locking gaskets, or a combination of these systems to stabilize the pipe. Mechanical systems shall consist of Grade 304 stainless fasteners and shall include polyethylene encasement. Mechanically restrained joint systems shall be approved by the Village Engineer.

4. Thrust Blocks

Thrust blocks, mechanical joint restraints, or combinations of these systems are required at all valves, hydrants, tees and bends. Engineering drawings shall indicate the location of each concrete thrust block to be installed. Where undisturbed earth is not available or not

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likely to be available to back up pressure type concrete thrust blocks, the design engineer shall specify tie rods or mechanically restrained joints with or without anchor type concrete thrust blocks.

Thrust blocks shall be precast concrete block or poured in place Class SI concrete as approved by the Village Engineer.

5. Fire Hydrants

Fire hydrants with auxiliary valves shall be the break flange type and the make and model shall conform to the current Standard Detail W-1.

Spacing:

Fire hydrants shall be installed so that residential property will not be further than one hundred and 150 feet from a fire hydrant. Fire hydrants shall be provided so as to provide the required fire flows to structures as described in the "Fire Suppression Rating Schedule". Where water transmission lines or offsite water lines are installed on private property, the first private hydrant must be installed at no more than a 500 foot interval distance from the street hydrant and at 300 foot intervals thereafter to the most remote point of the building. Commercial areas require a fire hydrant within 100 feet of a building's Fire Department Connection.

Installation Specifications:

(1) The hydrants shall be installed to meet the requirements as indicated on the Standard Detail.

(2) Fire hydrants shall be typically installed not further than 7 feet nor less than 4 feet from the back of curb. Parking lots shall be designed to provide not less than 15 feet of hydrant clearance on one side of the hydrant on which a steamer or hose connection is located to permit access.

6. Valves

Valves shall be located on water mains to effectively isolate the sections from the system with minimal disruption should a shutdown be required. Valves shall be spaced such that not more than 1,200 feet of main will be shut off at any given time. The Village Engineer may require closer spacing of valves.

Valves 12 inches and smaller shall be iron body, resilient seat gate valves, and conform to AWWA C509. Valves over 12-inch diameter shall be iron body, rubber seat, butterfly valve, Class 150B, conforming to AWWA C504.

All valves shall open counterclockwise and flange ends shall conform to AWWA C111.

Pressure testing against existing water main valves will not be permitted. Developer shall remove and replace existing valves prior to testing new main to ensure protection of the water supply.

7. Valve Vaults

Valve vaults shall be watertight and provided for each valve and shall be precast reinforced concrete circular barrel and cone sections (ASTM C478) with mastic watertight joints. The exterior of all valve vaults shall be treated with waterproofing materials.

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Water Valve or Tap Size	Minimum Valve Vault Diameter
Less than 10-inch	48-inch
10-inch or 12-inch	60-inch
14-inch or 16-inch	72-inch
Greater than 16-inch	84-inch
Pressure Tap on 8-Inch	60-inch
Pressure Tap on 10-inch or 12-inch	72-inch
Pressure Tap on 14-inch or 16-inch	84-inch
Pressure Tap over 16-inch	96-inch

A minimum of 2 inches of precast adjusting rings shall be installed on every structure. No more than 3 adjusting rings with an 8-inch maximum height adjustment shall be allowed. Two butyl rubber sealant strips shall be installed between adjusting rings, the structure, and the casting.

8. Castings

Manhole frame and solid cover shall be Neenah No. R-1772 in non-pavement areas and Neenah R-1713 in paved areas. Covers shall have concealed pick holes and embossed "WATER".

9. Air Release Valves

Air release valves shall be placed on the water main at high points as deemed necessary by the design engineer or the Village Engineer to serve as air vents preventing air locking of the water main. Air release valves shall be of the APCO Body Style 200A or an approved equivalent. Valve vaults for air release valves shall be sized according to Pressure Tap sizing.

10. Sampling Tap

Copper testing whips and minimum 3/4 inch lead free bronze corporation cocks shall be installed in all water main valve vaults.

11. Water Service Line

The water service line and connection shall be in accordance with the Water Service Detail. The minimum size for a residential water service shall be a minimum of 1-1/2 inch in diameter.

I. CONSTRUCTION REQUIREMENTS

1. Pipe Installation

Pipe shall be installed in accordance with "Standard Specifications for Water and Sewer Main Construction in Illinois", the applicable AWWA standards, and the requirements of the Village Engineer.

2. Backfill

Excavation in existing pavement shall be backfilled to the pavement base layer with controlled low strength material unless otherwise approved by the Village Engineer.

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Water main constructed via open cut within 3 feet of existing pavement or across proposed pavement shall be backfilled with approved granular backfill, thoroughly compacted in 8-inch lifts in place.

3. Water Services Less Than 4 Inches Diameter

The required minimum 1-1/2 inch diameter Type K copper line shall be laid in a trench at a minimum depth of 5-1/2 feet.

Excavation in existing pavement shall be backfilled to the pavement base layer with controlled low strength material unless otherwise approved by the Village Engineer.

Sewers constructed via open cut within 3 feet of existing pavement or across proposed pavement shall be backfilled with approved granular backfill, thoroughly compacted in 8-inch lifts in place.

The water service line for each property shall be laid from the buffalo box (B-Box) into the building, through a water meter and then into the plumbing system of the building. All plumbing shall conform, at a minimum, to the Illinois Plumbing Code (77 Ill. Adm. Code 890).

The location of the B-Box shall be sawcut in the curb as a “W” and the location field marked with a painted “blue” 4 x 4 hardwood timber installed vertically.

The B-Box shall be located in the center of the lot frontage and located in the street right-of-way or street easement.

No meter will be placed into service until an inspection of the existing building's plumbing system has been made by Village personnel to insure positive and permanent disconnection of previous well water supply and adequate flushing and disinfection. There shall be no cross connection of the municipal and individual well water supplies in the building's plumbing. Continued use of a well water supply is permitted for non-domestic benefit (sprinkling and irrigation, etc.) only if the potable Village water supply is completely physically disconnected from the non-Village supply.

An approved backflow prevention device shall be installed wherever, in the Director of Development's opinion, such installation is necessary in order to comply with the Illinois Plumbing Code (77 Ill. Adm. Code 890). All backflow prevention devices or methods required shall conform to the Illinois Plumbing Code.

The water meter must be installed within the building at a location which ensures protection from freezing, allows convenient access for repair, replacement, periodic reading, and is as close to the supply line entrance as possible.

4. Connections to Existing Mains

All connections to the Village water distribution system shall be made under full water service pressure unless otherwise approved by the Village Engineer.

5. Pipe Cutting

The cutting of pipe for inserting valves, fittings or closure pieces shall be done in a neat and workmanlike manner without damage to the existing pipe and so as to leave a smooth end at right angles to the axis of the pipe.

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6. Steel Casing Pipe for Auger Boring or Tunneling

Circular steel casing pipe for auger boring or tunneling shall conform to the approved and permitted plans. Stainless steel casing spacers and rubber end seals are required on all installations. Record drawings are required for casing location and elevation.

J. WATER MAIN TESTING

All water main and service line 4-inches and greater shall be tested according to the Standard Specifications for Water and Sewer Main Construction in Illinois or as approved by the IEPA. The contractor shall notify the Engineering Department at least 48 hours in advance to arrange for observation of the testing, disinfection, and sampling.

K. WATER METERS

It will be the responsibility of the general contractor to contact Public Works for an appointment to install Village water meters. Installation of water meters must occur prior to final inspection and occupancy approval by the Development Department.

In general, cold water displacement meters, manufactured in accord with AWWA Standard C700 shall be used for domestic and lower usage commercial buildings. For larger users, compound meters meeting AWWA Standard C702 shall be used. Compound meters shall be single register.

L. WATER SERVICE DISCONNECTION

Disconnection of the water service from the water main shall be completed prior to demolition or elimination of a building or property that has existing water service supplied to it from the Village.

Water services with tapping saddles 2-inches and smaller shall be shut off at the corporation stop and have a brass cap installed on the stop. Direct taps or deteriorated tapping saddles shall be removed completely and a stainless-steel repair clamp shall be installed over the tap location to seal the main. This operation shall be performed under pressure to ensure the integrity of the public water supply.

Water services larger than 2-inches shall be removed by removing the tee or valve from the main and replacing with new pipe and restraint joint pipe couplings as necessary to reestablish the integrity of the pipe main.

M. RECORD DRAWINGS

Prior to acceptance of the water distribution systems, Record Drawings must be delivered to the Village in electronic and hard copy formats as approved by the Village Engineer. The Record Drawings shall indicate the location of all valves and B-Boxes, and size, location, and depth of all water lines, and shall be certified as to accuracy by an Illinois licensed Professional Engineer or Illinois licensed Professional Land Surveyor. See As-Built Checklist for required format of As-Built submittals.

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SECTION III

SANITARY SEWER COLLECTION SYSTEM & APPURTENANCES

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A. GENERAL

All development under the jurisdiction of the Village of Northbrook shall include provisions for the construction of or connection to sanitary sewerage facilities. At a minimum, proposed sanitary sewer construction shall include a system of sewers between a connection to an existing sewer system at an approved location and the boundary line of each individual parcel of property within or adjacent to the development. Where more than one building is located or planned on one parcel of property, the proposed initial phase of construction shall include all sanitary sewer construction and appurtenances within the parcel.

The design of all sanitary sewerage facilities shall meet the technical requirements of these Standards and the requirements of the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC).

B. SERVICE AREAS

The design plans submitted to the Village Engineer for approval shall include a map of the Ultimate Service Area. The Ultimate Service Area shall include the entire area proposed to be ultimately served by all or a portion of the proposed sanitary sewer.

By decision of the Village, the Ultimate Service Area may be required to be extended beyond the limits of any development. The additional expense for such extension of the Ultimate Service Area beyond the limits of the development may result in provisions to recover such incremental cost through a recapture ordinance.

Adequate details shall be shown on the Ultimate Service Area map relative to future sewer sizes, elevations and topography to establish the adequacy of construction plans submitted for approval to serve possible future extensions beyond the Ultimate Service Area.

C. PUBLIC EASEMENTS AND UTILITIES

All public sewer main extensions shall be located within publicly dedicated rights-of-way or easements. If located within an easement, the easement shall be centered on the pipe and extend 10 feet to either side.

To protect existing utilities all underground utility work shall be performed in accordance with the Illinois Underground Utility Facilities Damage Prevention Act and JULIE Excavator Handbook.

D. SYSTEM CONNECTIONS

The location of proposed connections to the existing sanitary sewer system shall be approved by the Village Engineer with due regard to the available capacity of the entire system. The developer shall be responsible for providing a sewer capacity report to the Village Engineer for review and approval. The available capacity of receiving sewers shall be determined by the developer by comparing the theoretical capacity of the receiving sewer to the design flow calculated as the sum of the following factors:

- Monitored flow baseline
- Wet weather groundwater infiltration
- Rain dependent infiltration and inflow
- Proposed development peak flow

E. BASIC DESIGN STANDARDS

Sewer mains shall be designed in accordance with these standards and the “Watershed Management Ordinance”. The more stringent requirements contained in these standards shall apply. Sewer mains

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shall be of adequate size to serve the entire development proposed and, except as otherwise approved by the Village Engineer, shall be installed in the street right-of-way, or in an easement adjacent thereto. Sewer mains shall not be installed within 10-feet of a building.

Before commencing the sewer layout, the developer shall confer with the Village Engineer to determine the required size and grades for any trunk sewers traversing the subdivision to complement the Village system capacity to existing MWRDGC interceptor facilities together with the estimated additional flow created by the development to such facilities.

Sanitary sewers shall be extended to the boundary of the development along public rights-of-way and at other locations indicated by the Village Engineer.

Every effort shall be made to avoid lift stations in the engineering design.

1. Design Flows and Slopes

   Average design flow for a sanitary sewer facility shall be 100 gallons per capita per day (gpcpd). Maximum design flow for sanitary sewer lines shall be determined by MWRDGC design criteria, provided, however, that the maximum design flow for sewer laterals need not exceed 400 gpcpd and the maximum design flow for collecting sewer mains and trunks shall not be less than 250 gpcpd. The design engineer is to provide detailed design calculations for approval.

   The design of flows, slopes, and sewerage facilities shall be in accordance with the "Watershed Management Ordinance".

2. Sewer Size and Design Hydraulics

   (a) Minimum sanitary sewer main size shall be 8-inches internal diameter.

   (b) Minimum building sanitary service sewer size shall be a 4-inch internal diameter.

   (c) Sewer size changes - Sanitary sewers of different diameters shall join only at manholes. The invert elevations shall be adjusted to maintain a uniform energy gradient by matching the 0.8 depth points of different diameters.

3. Alignment

   Sewers shall be laid straight in both horizontal and vertical planes between manholes, unless otherwise approved by the Village Engineer.

4. Manholes

   Manholes shall be precast concrete, waterproof to prevent infiltration, and constructed in accordance with the Village's Standard Detail.

   Manholes shall be installed not more than 400 feet apart for sewers 15 inches in diameter or less, and 500 feet apart for sewers 18 to 30 inches in diameter, at the end of each line, and all changes in grade, size, alignment, and material.

   A 1/10th of a foot difference in invert elevations should be used when a change of direction of flow is necessary within the manhole. In no case shall the invert of a pipe discharge more than 24 inches above the invert. When connecting into an existing manhole the existing structure shall be rehabilitated as necessary to eliminate all sources of infiltration.

   A minimum of 2 inches of precast adjusting rings shall be installed on every structure. No more than 3 adjusting rings with an 8-inch maximum height adjustment shall be allowed.

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Two butyl rubber sealant strips shall be installed between adjusting rings, the structure, and the casting.

5. Drop Manholes

An exterior drop pipe shall be provided for a sewer entering a manhole whenever the elevation is 24 inches or more above the manhole invert. The minimum diameter of the drop pipe shall conform to the requirements of the Illinois Recommended Standards for Sewage Works and shall not be less than 8 inches diameter. If a smaller drop is desired, design calculations and configurations shall be submitted for review and approval by the Village Engineer.

6. Inspection Manholes

Inspection manholes shall conform to the requirements of the MWRDGC.

7. Sewer Depth

For sewer depths less than 4 feet, thickness Class 55 ductile iron cement lined pipe shall be used.

8. Lift Stations

(a) Whenever possible, sanitary sewerage gravity facilities shall be designed to avoid the necessity of providing lift stations.

(b) Lift station and force main designs shall be submitted for review and approval by the Village Engineer prior to submission to the MWRDGC. Lift stations shall be submersible with dual pumps.

(c) A natural gas standby generator shall be provided for each lift station. Generator shall have a block heater and an automatic transfer switch with automatic exercise capability. Generator shall have an all-weather enclosure and be sized to power the entire station including pumps, controls, alarms, emergency lighting and other appurtenances.

(d) Lift station shall be equipped with a telemetry system and connected to the Village's existing monitoring and control system as approved by the Village Engineer.

(e) Force mains shall be constructed of polyvinyl chloride pipe conforming to AWWA C900 with a DR18 pressure rating or as approved by the Village Engineer.

9. Pipe Bedding and Initial Backfill

Bedding and Initial Backfill shall consist of CA-11 crushed aggregate or washed stone.

The pipe shall be laid so that it will be uniformly supported and the entire length of the pipe barrel will have full bearing. No blocking of any kind shall be used to adjust the pipe to grade except when concrete embedment is used. Bedding shall be required for all sanitary sewer.

10. Separation of Sewer/Water Mains

Water main pipe shall be protected in accordance with IEPA requirements.

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F. MATERIAL SPECIFICATIONS

All sanitary sewer system elements shall conform to the "Watershed Management Ordinance" and "Standard Specifications for Water and Sewer Construction in Illinois".

1. Sewer Main Pipe

Polyvinyl chloride (PVC) SDR 26, ASTM 3034 with joints conforming to ASTM D3212. Where water main quality pipe is required, it shall conform to the requirements of Section II.

2. Cured in Place Pipe Liner

(a) The installation of cured in place pipe (CIPP) liner may be permitted by the Village Engineer to rehabilitate existing sewer mains or services. CIPP shall be designed and installed in accordance with the "NASSCO Specification Guidelines" for CIPP Installation and as approved by the Village Engineer.

(b) Where water quality pipe is required for protection of potable water systems CIPP shall be designed and installed in accordance with AWWA C623 and as approved by the Village Engineer.

3. Castings

(a) Manhole frame and cover - Neenah No. R-1713 (pavement) and R-1772 (lawn).

(b) Concealed pickholes with gasketed cover embossed "SANITARY SEWER".

(c) To prevent entry of overland flow, when designated by the Village Engineer, use a watertight frame and bolted lid, Neenah No. R-1916 Series, embossed "SANITARY SEWER".

G. INSTALLATION REQUIREMENTS

1. MWRDGC and IEPA

Sewer system construction shall in all respects be in accordance with the regulations of the MWRDGC and the IEPA. No construction shall commence until copies of the approved permits are on file with the Village Engineer.

2. Sewer Service Stub Locations

The contractor shall keep a "field record" of all sewer services or stub locations by measurement to the nearest downstream manhole. Such records shall be delivered to the Village Engineer prior to scheduling testing and acceptance of the sewer construction.

Sanitary service stub location shall be field marked with a painted "red" 4" x 4" hardwood timber installed vertically.

3. Casing Pipe for Auger Boring or Tunneling

Circular steel casing pipe for auger boring or tunneling shall conform to the approved and permitted plans. Stainless steel casing spacers and rubber end seals are required on all installations. Record drawings are required for casing location and elevation.

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4. Pipe Laying

The laying of pipe in finished trenches shall be accomplished using a laser beam system to establish proper line and grade. The sewer line shall start at the outlet end with the spigot ends pointing in the direction of flow and shall proceed upstream with pipes abutting true to line and grade. The ends of the pipes shall be carefully cleaned before the pipes are lowered into the trenches. As each length of pipe is laid, the mouth of the pipe shall be properly protected to prevent the entrance of earth or bedding material. The pipe shall be fitted and matched so that when laid in the work they will form a sewer with a smooth, uniform invert.

All jointing material shall be used in accordance with the recommendations of the manufacturer. Each pipe shall be pushed or pulled as tightly as possible to the section in place to insure tight joints.

Sewer pipe shall not be dropped or thrown from the site delivery vehicle. All pipe shall be lowered into the trench with suitable apparatus for that purpose.

5. Inspection

All sewer pipe installations and connections must be inspected by the Village. No backfilling or closing of a sewer pipe trench shall occur until specific permission to do so has been given by the Village Engineer. Upon approval, backfilling or closing of trenches shall be completed immediately.

6. Sewer Connections

(a) Connection of new sewers to existing sewers, shall be made as directed by the Village Engineer. Such connections shall be made within a manhole, connection via bell and spigot, or using a shielded, non-shear coupling.

(b) When connections are made to sewers, special care must be taken that no part of the work is built under water. A flume or dam shall be installed and bypass pumping maintained, if necessary, to keep the new work dry until completed and cementitious material has properly cured.

(c) Junctions, service stubs or extensions of main sewer line for future sewer connections shall be plugged at the ends, or otherwise sealed off in a manner approved by the Village Engineer.

7. Sanitary Sewer Service

(a) All service pipe through a foundation wall and within 10 feet of the building shall be ductile iron. Transitions in pipe material shall be performed using a shielded, non-shear coupling. Pipe material beyond 10 feet from the foundation may be ductile iron, extra heavy cast iron or SDR26 PVC laid at a minimum slope of 1% to provide for self-cleaning velocity. A cleanout shall be installed at the 10-foot pipe transition.

(b) The following restrictions apply to services between the structure and the connection with the sewer stub on private property:

(1) No run of pipe shall exceed 100 feet without providing a suitable cleanout. This cleanout should not be less than 4 inches in inside diameter.

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(2) Cleanouts should be provided whenever the sewer makes a turn exceeding 45 degrees. Cleanout openings should terminate at grade and be suitably protected against damage. Cleanouts shall be cast iron with brass covers in pavement and may be PVC in non-pavement areas.

(3) If a cleanout has not been provided inside the building one shall be installed on the sewer service line outside and adjacent to the building.

(4) Pipe bedding and initial backfill shall consist of CA-11 crushed aggregate or washed stone.

(5) No cleanouts are to be placed within the public right-of-way or easement.

(6) The minimum depth at the foundation wall shall be 3 feet.

(c) All sewer services in the public right-of-way shall be installed by auguring up to the point of connection at the sewer main. Open cut or trenching installation within public road pavement is not permitted unless approved by the Village Engineer.

(d) All abandoned septic tanks shall have all contents removed. The empty tank shall then be removed, or holes shall be punched in the bottom and filled with sand or similar granular material. Inspection and approval of this work is required prior to final approval by the Village Engineer.

(e) No storm water drainage from roof drains, footing tiles or outside drains, etc., shall be directed to the sanitary sewer.

(f) Individual sanitary sewer service shall enter the sewer main by way of an existing wye. In the event no such wye exists, the connection to the sewer service shall conform to the Village's Standard Detail.

8. Wyes and Plugs

(a) Wyes

Wyes for existing or future lateral connections shall be inserted in the sewer as specified on approved construction plans. Wyes shall be constructed to be an integral part of the main sewer pipe. The wye bell shall be placed midway between the top of the pipe and the horizontal center line of the pipe at an angle of approximately 45 degrees to 60 degrees, with the upstream face of the pipe.

(b) Plugs

Wyes not immediately utilized at the time of the sewer construction shall be plugged in such a manner as to be watertight and to facilitate future removal without damage to the fitting.

9. Backfilling

The developer shall not backfill sewers above the top of pipe until the sewer elevations, gradient, alignment, and pipe joints have been inspected and approved by the Village Engineer.

Upon approval of the sewer pipe installation, granular initial backfill shall be carefully placed and mechanically compacted as required per MWRDGC standards. Suitable trench backfill shall then be placed and mechanically compacted.

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Excavation in existing pavement shall be backfilled to the pavement base layer with controlled low strength material unless otherwise approved by the Village Engineer.

Sewers constructed via open cut within 3 feet of existing pavement or across proposed pavement shall be backfilled with approved granular backfill, thoroughly compacted in 8-inch lifts in place.

H. INSPECTION AND TESTING

1. Costs

All inspection, testing, repair, and retesting costs shall be the responsibility of the developer.

2. Cleaning

All sewers and appurtenances shall be cleaned prior to inspection and testing as required by the IEPA and MWRDGC.

3. Defect Repairs

(a) All dips, cracks, leaks, improperly sealed joints, and departures from approved grades and alignment detected by such inspections shall be repaired by the developer at their expense.

(b) All defects and corrective work required as the result of such inspection shall be performed by the developer without delay. Upon completion thereof, the sewer shall be reinspected and tested as deemed necessary by the Village Engineer.

4. CCTV Inspection - Internal Televising Inspection of Pipe

Upon completion of construction but prior to initiation of the maintenance guarantee period, or as deemed necessary during the construction of the sanitary sewer, an internal inspection of the sewer shall be performed. CCTV footage and a written report of all CCTV inspections conforming to NASSCO standards shall be provided to the Village prior to connecting individual services and prior to the initial acceptance required by these Standards. The form of the report and format of the video footage shall be approved by the Village Engineer. The video shall be high quality and resolution, and the report shall explicitly identify all sags, connections, leaks, and defects.

5. Leakage Testing

Air testing new sewer shall be performed in accordance with the “Standard Specifications for Water and Sewer Construction in Illinois” or as approved by the Village Engineer.

6. Deflection Testing

Deflection testing of new flexible sewer shall be performed in accordance with the “Standard Specifications for Water and Sewer Construction in Illinois” or as approved by the Village Engineer.

7. Manhole Testing

Negative pressure testing of new sewer manholes shall be performed in accordance with the “Standard Specifications for Water and Sewer Construction in Illinois” or as approved by the Village Engineer.

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I. SEWER SERVICE DISCONNECTION

Disconnection of a sanitary sewer lateral shall be done at the sanitary sewer main. The lateral pipe shall be disconnected and removed from the main. The wye fitting shall be sealed with a rubber friction plug installed as close to the main line pipe as possible and the remaining part of the fitting shall be sealed with hydraulic cement.

J. RECORD DRAWINGS

Prior to acceptance of the Sanitary Sewer systems, Record Drawings shall be submitted to the Village in electronic and hard copy formats as approved by the Village Engineer. The record drawings shall indicate all manhole and individual service locations, elevations, length, slope, and material of all sewers, and shall be certified as to accuracy by an Illinois licensed Professional Engineer or Illinois licensed Professional Land Surveyor. See As-Built Checklist for required formal of As-Built submittals.

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SECTION IV

STORM WATER DRAINAGE SYSTEMS AND APPURTENANCES

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A. GENERAL

All development under the jurisdiction of the Village of Northbrook shall include provisions for construction of stormwater management facilities designed in accordance with the standards herein.

No residential, commercial, or industrial subdivision or development shall be approved unless it is served by storm water drainage and detention facilities designed in accordance with this Section.

All storm sewers which are installed in the public rights-of-way or in public drainage and utility easements serving a central drainage system concept, shall be deemed to be dedicated to the Village of Northbrook upon acceptance of the subdivision.

Every subdivision shall have storm sewers separate and independent of the sanitary sewer system and with an adequate outlet or connection to an existing storm sewer system.

Storm sewers and appurtenances shall be sized to accept and convey storm water runoff from a 10-year design runoff rate as defined by the Watershed Management Ordinance. Storm sewer systems shall be installed in accordance with the Standard Specifications for Road and Bridge Construction and the Standard Specifications for Water and Sewer Main Construction in Illinois. Storm sewers emptying into a river or stream shall be designed using the 10-year, 24-hour storm event tailwater elevation.

B. SERVICE AREAS

All storm sewers, streams, channels, ponds, and basins shall be designed to accommodate all areas which naturally flow to the area of the development and any additional areas which are planned to contribute to the drainage area as identified by the Village Engineer. If extending the ultimate service area beyond the natural drainage area limits served by the proposed development results in additional construction costs within the development, a written agreement may be made with the Village for the recapture by the developer of the additional cost when future system extensions are made.

C. PUBLIC EASEMENTS AND UTILITIES

All public storm sewer extensions shall be located within publicly dedicated rights-of-way or easements. If located within an easement, the easement shall be centered on the pipe and appurtenances and extend 10 feet to either side.

To protect existing utilities all underground utility work shall be performed in accordance with the Illinois Underground Utility Facilities Damage Prevention Act and JULIE Excavator Handbook.

D. SYSTEM EXTENSION/CONNECTIONS

The location of proposed extensions and connections to the existing storm sewer system shall be approved by the Village Engineer.

E. BOUNDARY FLOW WAYS

Where the storm sewer system is being designed for connection to a development, and the tributary drainage area extends more than 100-feet beyond the boundary of the development, surface flow ways shall be constructed along the upstream boundary of the development to intercept and safely convey and bypass all storm water runoff from the upstream watershed. The bypass flows must not increase upstream flood stage or increase downstream flood stage or velocity for the 100-year design runoff rate.

F. DESIGN

1. Storm Sewer, Stream Improvement, and Open Channel Hydraulics

(a) Storm sewers, stream improvements and open channels shall be designed to provide adequate design flow capacity using Manning's formula:

$$Q = \frac{1.486}{n} * A * R^{\frac{2}{3}} * S^{\frac{1}{2}}$$

Q	=	Design flow rate (cubic feet/second)
n	=	the roughness coefficient of the pipe or channel (dimensionless)
A	=	the cross-sectional area of the pipe or channel (square feet)
R	=	The hydraulic radius of the pipe or channel (foot)
S	=	slope of the pipe or channel's energy gradient (foot/foot)

Storm sewer sizing software programs in addition to Manning's equation spreadsheets will be accepted. All software generated data shall include a visual representation of the storm sewer network and hydraulic grade line to demonstrate that the storm sewer system is not under pressure flow.

(b) Roughness coefficients ("n") shall be in accordance with the "Drainage Manual".

(c) The minimum velocity allowed in storm sewer pipe systems shall be three feet per second and the design mean velocity shall not exceed the following:

(1) Storm sewers - 10 feet per second.
(2) Open channels, concrete or asphalt lining – 15 feet per second.
(3) Open channels, sodded – five feet per second.

(d) Storm sewer manhole spacing shall be as follows:

Storm Sewer Pipe Diameter (inches)	Maximum Manhole Interval Spacing (feet)
12-24	350
27-36	400
42-54	500
60 or larger	600

(e) Inlet grate capacities shall meet or exceed design flows. Double inlets shall be installed where flows warrant their installation.

(f) All developments must be provided an overland flow path that will pass the 100-year, 24-hour storm event flow at a stage at least one feet foot below the lowest

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adjacent grade and 2 feet below the lowest entry elevation of adjacent structures, in the vicinity of the flow path.

2. Sewer Size

Storm sewers serving inlet structures shall not be less than 12 inches in diameter.

Storm sewer house service lines shall not be less than 4 inches in diameter.

Storm sewers of different inside diameters shall join only at structures. The invert elevations shall be adjusted to maintain a uniform energy gradient by matching the 0.8 depth points of the different diameters.

The end of storm sewer service leads shall be plugged with a pre-manufactured cap and shall be marked with a painted “green” 4" x 4" timber installed vertically.

3. Storm Sewer Depth

Storm sewers shall be constructed with a minimum depth of cover of 2 feet.

4. Storm Sewer Manholes

Manholes shall be located as follows:

- At the termination of all sewers which do not otherwise provide for access to the sewer pipe.
- At changes in direction, horizontal or vertical.
- At changes in pipe shape or size.
- At junctions with other storm sewers.

5. Storm Sewer Pipe

Storm sewer pipe class and type shall be determined based upon the “Standard Specifications for Road and Bridge Construction” and as approved by the Village Engineer. Pipe joints shall be bell and spigot with a rubber gasket. CMP, Clay, or Vitrified Clay Pipe is not an approved material for storm sewer.

Storm sewer pipe bedding shall be to the spring line of CA-7 or CA-11 crushed aggregate. At the direction of the Village Engineer, granular bedding and initial backfill may be omitted if the storm sewer is in an easement or near the foundation structure of an adjoining building.

Excavation in existing pavement shall be backfilled to the pavement base layer with controlled low strength material unless otherwise approved by the Village Engineer.

Sewers constructed via open cut within 3 feet of existing pavement or across proposed pavement shall be backfilled with approved granular backfill, thoroughly compacted in 8 inch lifts in place.

Storm sewer pipe concrete cradle, arch, or fill encasement shall be constructed whenever dictated by trench or embankment conditions and shall be approved by the Village Engineer prior to use.

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6. Storm Sewer Pipe Alignment/Size

Storm sewer shall be laid using a laser beam and be straight in both horizontal and vertical planes between manholes, unless otherwise approved by the Village Engineer. Adequate separation from wells, water mains, and water services shall be provided in accordance with regulatory requirements.

All open channels and storm sewers shall be sized by the Rational Method of runoff determination for service areas up to 50 acres on the basis of a critical duration 10 year storm event and shall be sized to adequately carry flow from all tributary areas. The size calculations shall verify the capacity of the receiving sewer or channel.

$$Q = C\,i\,A$$

Where:
- Q = Runoff flow, cubic feet per second (CFS)
- C = Runoff coefficient, characteristic of tributary drainage area in dimensionless units (C)
- A = Tributary drainage area, (acres)
- i = Average rainfall intensity, (inches per hour) using approved MWRDGC table

(a) Rainfall intensity:

The average rainfall intensity used for design shall be selected from Rainfall – Duration data as published in the Illinois State Water Survey Bulletin No. 75, Section 2, Northeast, or the latest published edition.

(1) Underground storm sewer water conduit sizes shall be determined using a minimum of a critical duration 10 year storm event.

(2) Surface streams and open channels shall be designed using a 24 hour, 25 year storm event, contained within stream or channel banks, including at any culverts.

(3) Overland flow and overbank flow shall be designed for a 24 hour, 100 year storm event, such that the storm flow can be conveyed to a storm water basin or downstream system without endangering structures or making roadways impassable. The overland flow way shall be clearly identified on the design drawings.

(b) Runoff Coefficient:

(1) The runoff coefficient C is the ratio of runoff to rainfall. Runoff coefficients shall be in accordance with the "Drainage Manual" except as follows:
- i. All paved or impervious areas including gravel, decks, buildings, and patios shave have a C value of 0.95.
- ii. All water features including pools, ponds, and other water surface, shall have a C value of 1.0.
- iii. All pervious areas such as lawn areas (all areas not classified as impervious), shall have a C value of 0.50
- iv. No Runoff Curve Number reductions will be allowed for any storm water analysis or design.

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(2) The runoff coefficient used in design shall be the weighted average for the proposed tributary watershed.

(3) Within a development, the runoff coefficient shall be computed assuming ultimate development and a minimum future impervious area of 50 percent of the design area. Where ultimate development plans are not available at the time of the design of the storm sewer system, a runoff coefficient will be selected by the Village Engineer, based on the zoning classification, knowledge of the specific development, and the previous experience of the Village with similar developments. The area within the watershed, but outside the development, shall be computed for existing conditions if future development will be under Village control.

7. Drainage Computations

The drainage area, in acres, used for design shall be the entire watershed service area tributary to the point in the drainage system under design. It shall include any tributary service area that may be outside the development.

Design computations and drainage area drawings prepared by a professional engineer for the following facilities shall be submitted to the Village Engineer for review.

(a) On site ditches, swales, and storm sewers:

The minimum grade for a grass bottom ditch shall be 1.50 percent. For lesser ditch grade, the engineer shall submit design for paved invert or underdrain system as directed by the Village Engineer.

(b) Street drainage design:

Surface drainage inlets shall be provided so that surface water is not carried across any street intersection, parking lot or depressed drives. Surface runoff shall not extend more than 400 feet along the surface of the ground. Inlets shall discharge into storm sewers and shall not discharge into side lot or rear lot drainage ditches. Inlet structures shall be provided at all low points. Overland flow maximum depth allowed at centerline of roadway is 1.0 foot based on a 24-hour, 100-year storm event.

(c) Vacant lot drainage design:

Positive drainage and soil erosion control measures shall be established for each lot within seven calendar days following the end of active hydrologic disturbance.

(d) Parking lot drainage design:

Overland flow within and from parking lots shall be shown by arrows on design drawings. Inlet structures shall be provided so that flow from said lots is not carried across any public sidewalk or across or around any major intersection. The maximum depth for storm water detention provided in parking lots shall be limited to one foot.

The minimum longitudinal slopes shall be 0.5% and the maximum shall be 5% in the paved area of the parking lot. Inlet structures shall be located in driving aisles wherever possible.

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Restrictors shall conform to the Village's Standard Detail and as approved by the Village Engineer.

An additional 1.5 inches of storage depth of parking lot detention shall be provided to allow for future parking lot resurfacing.

(e) Building drainage:

The point of discharge of sump pumps shall be shown on the Development Plan for each building served having a basement or crawl space. Storm sewer service lines from that point shall be provided to the storm sewer system in accordance with the Standard Detail.

Buildings shall be positioned on lots and the lots graded to drain away from the building to the lot line swales or ditches, which shall merge as quickly as possible and then discharge into a storm sewer. The route of flow of storm water away from each building into swales, ditches, and storm sewers, to where it leaves the site, shall be shown on the engineering plans.

Downspouts shall not drain directly onto paved surfaces intended for pedestrian or vehicular use. On single-family residences, downspouts shall be directed to the front or rear property lines and shall discharge a maximum of 9 feet from the building foundation, or as approved by the Village Engineer. Downspouts located at the middle of the home shall also be directed to front or rear property lines, and not pointed towards neighboring properties. Splash blocks are required on all downspouts and shall be directed towards on-site drainage swales or other infiltration practices. Where necessary, downspouts shall be connected to underground piping with a minimum 4-inch vertical air gap and discharge at a 'pop-up' emitter. Pipe shall be PVC SDR 26 conforming to ASTM D-3034 and Pop-up emitters shall terminate at a maximum of 9 feet from all foundations, or as approved by the Village Engineer.

G. DESIGN FLOW

Design flow used in sizing storm sewers and flow ways shall be the sum of the runoff determined as described herein plus the permitted release rate from any existing storm water detention facilities tributary to the point under consideration.

H. CONVEYANCE

1. Swales

All swales bottoms shall have a minimum width of 18 inches, must be sodded, and limited to a maximum water depth of 12 inches. Maximum side slopes of swales shall not be steeper than 3 feet horizontal to 1 foot vertical with a minimum longitudinal slope of 1.5 percent.

Underdrains may be required by the Village Engineer.

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2. Open Channels

(a) Open channels in nonresidential areas may be provided subject to approval of the Village Engineer in lieu of enclosed storm sewer pipe when the channel will be draining large areas.

(b) All open channels located within a development or in right-of-way or easements within 150 feet of the development shall be improved as follows:

(1) Maximum side slopes of channels shall not be steeper than 3 feet horizontal to 1 foot vertical with a minimum 1 foot bottom width.

(2) Underdrains, paved inverts, or other flow line protection measures may be required by the Village Engineer in channels with minimal slopes.

(3) The sides shall be stabilized with approved vegetation or structural measures, as approved by the Village Engineer.

(4) An easement for drainage, access, and public utilities, extending no less than 15 feet from the top of bank, shall be provided along open channels with a width adequate to include the area covered by the limits of a 24-hour, 100-year storm event.

(c) No open channel shall be permitted within 30 feet of a habitable residential structure as measured from the top of bank.

(d) Open channels shall be designed such that the high-water level from the 24-hour, 100-year storm event shall be at least 2 vertical feet below the lowest entry elevation of adjoining buildings.

(e) The Village Engineer may require that the channel be concrete lined to reduce maintenance costs and retain conveyance capacity.

(f) Where an existing waterway traverses a proposed development, the waterway and shoreline shall be cleared of obstructions and the shoreline shall be stabilized to create a stable cross section. Permits from regulatory agencies to perform this work shall be obtained by the developer.

(g) No open channel shall be permitted to be enclosed with a storm sewer unless approved by the Village Engineer. Hydrologic, hydraulic, and storage volume calculations shall be provided by the developer as required by the Village Engineer.

3. Driveway Culverts

In areas where there is no storm sewer system, the Village Engineer may permit an open channel storm water drainage system with sodded swales and driveway culverts. Culverts shall be reinforced concrete pipe sized to convey the critical duration 25-year storm event with a minimum diameter of 12 inches. The culvert profile shall provide a minimum 8 inches of cover from the top of pipe to the pavement surface. Culvert length shall be sufficient to provide maintainable side slopes with a flared end section or headwall.

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I. STORM WATER DETENTION REQUIREMENTS

1. General

Storm water detention is required for all development resulting in 1,000 square feet or more of new impervious surface area. Stormwater detention facilities shall be constructed during the initial phases of construction of a development. All detention systems shall be fully functional before any new impervious surface is constructed, or proposed building foundations are constructed.

2. Release Rate

The release rate of storm water for the 100-year storm event shall not exceed the storm water runoff from the area in its natural undeveloped state and shall not be greater than 0.15 cfs per acre. The release rate of storm water for the 2-year storm event shall not be greater than 0.04 cfs per acre.

3. Design Standards

The required detention storage volume must be a minimum of 100 percent of the calculated amount necessary to detain the runoff of the critical duration 100-year storm event, from the fully developed drainage area tributary to the reservoir, less that volume discharged during the same duration at the approved release rate.

All above ground detention basins shall be located such that the design high water level is a minimum of 10 feet from any property line, structure, and right-of-way. Underground detention shall be constructed a minimum of 10 feet from any existing or proposed building foundation in undisturbed earth.

Roof detention, infiltration trenches, and “under-building” storage is prohibited.

Streets or homes built adjoining storm water management facilities in flood prone areas shall meet the requirements of all current flood plain regulations.

If the Village elects that storm water management basin ownership shall remain with the Developer or property owner's association, the responsibility for the long-term operation and maintenance shall be identified in a written agreement with a copy being retained in the office of the Village Engineer or as noted on the Subdivision Plans. The fully executed long-term operation and maintenance agreement shall be submitted to the Village prior to approval of project plans. Easements shall be provided for the inspection and emergency maintenance of all privately maintained facilities by the Village Public Works Department at the property owner’s expense in case of failure to properly maintain the facility. Agreements and easements are to be included as part of the final plan submittal and Plat of Subdivision and properly recorded against the property.

A water quality treatment structure, type and size to be approved by the Village Engineer, shall be provided for all underground detention systems on all properties that are 0.5 acre, or larger in size.

All privately maintained underground detention facilities shall be inspected and cleaned a minimum of once per calendar year at the property owner’s expense. A written inspection

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report and photographs or video evidence of the condition shall be provided to the Village Engineer demonstrating compliance. Property owner shall provide a notice of intent to perform any maintenance work identified by a specific date to be approved by the Village Engineer.

4. Residential Development

Where the development of a single residential property occurs the proposed stormwater detention system may include the following types of gravity drained stormwater detention facilities:

Surface stormwater detention. For detention on single family lots, the maximum water depth in dry detention basins shall not exceed 1 foot in depth; otherwise another suitable means for the detention requirements shall be utilized. No vertical walls will be permitted, and the maximum side slopes shall be 5:1. A restrictive covenant is required to be recorded for this type of stormwater management facility.

Permeable pavers. Detention volume shall be credited for installations conforming to the MWRDGC permeable paver standard for volume control. A restrictive covenant is required to be recorded for this type of stormwater management facility including long-term operation and maintenance requirements. The design engineer shall inspect and certify the elevation and area of the infiltration zone, the gradation of aggregate used, and as-built volume created.

Underground detention systems. Detention chambers may be constructed of pre-cast concrete, cast-in-place concrete, sewer pipe, and arc-chamber systems. Metallic materials shall not be permitted. Underground storage chambers are to be clearly labeled on Engineering plans as “Private Stormwater Storage Chamber”. Sewer pipe connecting the building to the chamber shall be backfilled with bentonite to prevent migration of water along the trench. Access ports shall be constructed to permit access to all areas of the system for maintenance. A sump and access port shall be provided a the location of the incoming sewer pipe. A restrictive covenant is required to be recorded for this type of stormwater management facility including long-term operation and maintenance requirements. The design engineer shall inspect and certify all critical elements of the system and as-built volume created.

5. Detention Outlet

The outfall system shall include the outfall structure and the outfall sewer conveyance system. The outfall shall meet all requirements for storm sewer and appurtenance and shall operate by gravity unless otherwise approved by the Village Engineer.

Restrictors for detention basins serving residential property shall have a minimum 1.5 inch diameter and shall be easily accessible for cleaning and maintenance. Restrictors for other uses shall conform to MWRDGC Standard Details. The maximum discharge capacity of an outlet structure shall be its flow capacity with water in the reservoir at the design high water level and the water in the downstream receiving sewer at the crown of the sewer or, in the case of a surface receiving channel, with the water level at the hydraulic gradient under design storm conditions. An approved overflow shall be designated at 0.1 feet above design high water. Other edges of the detention area shall be 0.5 feet minimum above design high water to direct any overflow to the designated overflow.

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6. Secondary Benefits

The design of storm water management facilities for low annual maintenance costs and to provide secondary aesthetic, recreational, and other benefits is encouraged. Approval of the design for such benefits shall consider protecting the public health, safety, and adjacent property values.

7. Storm Water Pumping Facilities and Force Mains

If necessary, for commercial or industrial properties, pumping facilities shall be designed in accordance with sound engineering practice and the detailed requirements of the Village Engineer. Standby power systems shall be required.

8. Control Facilities

When required by the Village Engineer for those pumping facilities where satisfactory performance is considered particularly critical, telemetering control and report back capability to the Village Public Works Department will be required.

9. Guard Rails and Fencing

All sharp or vertical breaks in grade at inlet and outlet structures shall be protected with guard rails or fencing with a locking gate.

10. Willow Trees

All existing willow trees within 75 feet of any proposed storm water facility or pipe shall be removed. If willow trees are not located on the property to be developed, the developer shall use their best efforts to obtain approval from the appropriate property owner for their removal. If the removed willow tree is the only tree within 1,000 square feet it shall be replaced with a minimum 3 inch caliper tree planted within the property limits.

J. MATERIAL SPECIFICATIONS

All storm sewer system elements shall conform to the following specifications:

1. Sewer Pipe

(a) Sump pump service and sewer service pipe under 12 inches diameter shall be PVC SDR 26 ASTM D-3034 or Ductile Iron Class 52 pipe.

(b) PVC storm sewer pipe shall be SDR 26 ASTM D-3034 or equivalent.

(c) Reinforced concrete pipe (12-inch diameter and larger), circular reinforcement, minimum Class III, ASTM C76.

(d) Reinforced concrete arch culvert pipe - double line reinforcement, minimum Class III, ASTM C506.

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(e) Reinforced concrete elliptical culvert pipe - minimum Class HE-III or VE-III, ASTM C507.

(f) PVC underdrain pipe – PVC SDR 26 ASTM D2729.

2. Sewer Pipe Joints

(a) PVC pipe – ASTM D3212, push-on type, except underdrain pipe, which shall have solvent, welded joints.

(b) Reinforced concrete pipe shall have ASTM C443 O-ring gaskets.

(c) Reinforced concrete arch or elliptical pipe – ASTM C877.

3. Casing Pipes

Circular steel casing pipe shall conform to the approved and permitted plans. Stainless steel casing spacers and rubber end seals are required on all installations. Record drawings are required for casing location and elevation.

4. Manholes and Structures

(a) Precast circular reinforced concrete structures – ASTM C478 and ASTM C443. All sections shall be tongue and grooved and sealed with butyl rubber joint sealant.

(b) Control Structures must have a minimum of 10-inches of clearance between the top of the baffle wall and bottom of the concrete flat top structure.

(c) A minimum of 4-inches of bedding stone shall be provided under the proposed structure.

(d) Structures shall be sized in accordance with National Precast Concrete Association recommendations and the following:
- Single pipe inlet structures may be 24 inch inside diameter to a maximum depth of 4 feet.
- Minimum inside diameter of other structures shall be 48 inches inside diameter.

(e) Adjustment:

A minimum of 2 inches of precast adjusting rings shall be installed on every structure. No more than 3 adjusting rings with an 8-inch maximum height adjustment shall be allowed. Two butyl rubber sealant strips shall be installed between adjusting rings, the structure, and the casting.

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(f) Pipe connections:

- All pipe connection openings shall be precast with mastic watertight pipe to manhole seals. External flexible watertight sleeves may also be used from the manhole cone to the manhole frame.

  Or

- All pipe connection openings shall be precast and sealed with concrete brick and hydraulic cement in a workmanlike manner.

(g) Bottom sections:

- All bottom sections shall be precast concrete.
- Concrete benches shall be poured in all inverts to eliminate standing water.
- Catch basin sumps shall be 30 inches.

(h) Top Sections:

- Cone sections shall be eccentric and have a 3-inch integrally cast concrete collar.

5. Castings

(a) Manhole frames shall be Neenah R-1713 in pavement or R-1772 in turf areas, or equivalents. Solid covers shall be embossed "STORM SEWER" with concealed pickholes.

(b) All open grate castings shall be embossed "DUMP NO WASTE".

(c) Curb and gutter inlet frames shall be Neenah R-3275, or equivalent.

(d) Yard inlets shall be Neenah R-4340-B, or equivalent.

(e) Parking lot inlets shall be Neenah R-2502, or equivalent

(f) "Vane" type open grates shall be utilized in gutter sections roadway to improve the hydraulic capacity where dictated by flow calculations.

(g) ADA compliant grates are required when installed within the limits of a pedestrian crosswalk.

6. Headwalls and Flared End Sections

Storm pipe discharging to a waterway or detention basin shall terminate at a reinforced concrete headwall with wing walls or with a precast concrete flared end section as approved by the Village Engineer.

Flared end sections shall be installed with precast concrete toe blocks and shall be joined to the adjoining pipe segment with 2 tie rods. Steel grates shall be provided for all flared end section 18 inches and larger.

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Grating shall be installed on all headwalls for storm sewer pipe 18 inches and large and as approved by the Village Engineer.

7. Underground Detention Systems

Pre-cast, or cast-in-place, reinforced concrete only.

K. CONSTRUCTION REQUIREMENTS

Storm sewer and storm water management facilities shall be constructed in accordance with the Standards listed in this section. Where there is conflict between standards the more restrictive requirement shall govern.

All newly constructed structures shall be cleaned of any accumulation of silt, debris or foreign matter of any kind and shall be free from such accumulations at the time of final inspection.

L. INSPECTION AND TESTING

1. CCTV Inspection

Upon completion of construction but prior to initiation of the maintenance guarantee period, or as deemed necessary during the construction of the storm sewer, an internal inspection of the sewer shall be performed. CCTV footage and a written report of all CCTV inspections conforming to NASSCO standards shall be provided to the Village prior to connecting individual services and prior to the initial acceptance required by these Standards. The form of the report and format of the video footage shall be approved by the Village Engineer. The video shall be high quality and resolution, and the report shall explicitly identify all sags, connections, and defects.

2. Deflection Testing

Deflection testing of new flexible sewer shall be performed in accordance with the "Standard Specifications for Water and Sewer Construction in Illinois" or as approved by the Village Engineer.

M. RECORD DRAWINGS

Prior to acceptance of the Storm Sewer and Drainage systems, Record Drawings shall be submitted to the Village in electronic and hard copy formats as approved by the Village Engineer. The Record Drawings shall indicate all structure locations, the size, length, slope, and material of all sewer lines, and shall be certified as to accuracy by an Illinois licensed Professional Engineer or Illinois licensed Professional Land Surveyor. See As-Built Checklist for required format of As-Built submittals.

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PAVEMENT

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A. GENERAL

All development under the jurisdiction of the Village shall include provisions for the construction of roadways and appurtenances to serve each parcel of property within the development designed in accordance with this Section. Where more than one building, other than an accessory building, is located or planned on one parcel of property, the proposed construction shall also include access roadways as required to serve each such building. Shared driveways or frontage roads shall be encouraged along major roadways.
The design of all roadways and driveways proposed for construction as independent projects under the jurisdiction of the Village shall also meet the technical requirements of this Standard. All traffic signal installations, both new and replacement, shall meet the regulatory Highway Department Standards and be equipped with the signal control preemption system with confirmation beacon as approved by the Village of Northbrook Fire Chief.

The arrangement, character, extent, width, grade and location of all streets to be dedicated to the public, parking lots, driveways and all private streets shall be compatible and complimentary to existing and planned streets, to reasonable circulation of traffic within any development and adjoining lands, to topographical conditions, to runoff of storm water, to public convenience and safety, and in their relation to the proposed uses of the area to be served. All traffic intersections, driveways and confluences must encourage safe and efficient traffic flow.

Contractors engaged in the construction of improvements on dedicated street rights-of-way must be qualified for such work by the Village Engineer.

B. STREET CLASSIFICATION

Geometrics and structural design discussed in this Section are dependent on the functional classification of the street in question. The functional classification shall be as set out in the Village's Subdivision and Development Code and as approved by the Village Engineer.
The following Pavement Design and Right-of-Way Chart is intended to show minimum right-of-way widths and the minimum design standards for a particular street classification. If, in the opinion of the Village Engineer, traffic use or geometric considerations for a road or a part of a road warrant a greater right-of-way width, a wider pavement width or a greater structural number than listed on the Chart, the Village Engineer shall submit their written reasons to the Village Manager. Variation requests must follow the procedure outlined in Section I, Administration.

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Pavement Design and Right-of-Way Chart

STREET CLASSIFICATION	MINIMUM RIGHT-OF-WAY WIDTH	MINIMUM PAVEMENT WIDTH (BACK TO BACK)	MINIMUM CROWN	MINIMUM STRUCTURAL NUMBER	MINIMUM CURB AND GUTTER REQUIREMENT
Regional Arterial	100 feet*	60-63 feet	Variable	4.5	B-6.24
Community Arterial	80 feet*	43 feet or 2 @ 24 feet with median	6 inches	4	B-6.24
Community Collector	80 feet*	43 feet*	6 inches	3.5	B-6.12
Neighborhood Collector	66 feet*	43 feet*	6 inches	3.75	B-6.12
Local Street (Dedicated)	60 feet*	27 feet*	4 inches	3.0	B-6.12
Local Street Cul-de-sac	140 feet diameter	107 feet diameter	2 percent	3.0	B-6.12
Local Street Private (PUD)	Not applicable	24 feet	4 inches	3.0	Not applicable
Industrial	66 feet	43 feet without parking	5 inches	3.75	B-6.12
Minor Business	60 feet	32 feet without parking	5 inches	3.5	B-6.12
Frontage Road	Variable	24 feet	3 inches	3.0	B-6.12

*Subdivision and Development Code 4-102.A

C. DESIGN

1. General

Proposed new streets shall be designed and located in relation to existing and planned streets, to topographical conditions, and natural terrain features such as streams and existing tree growth, to public convenience and safety, and in appropriate relation to the proposed uses of land to be served by such streets.
All streets shall be properly integrated with the existing and proposed system of thoroughfares and dedicated rights-of-way as established on the current Village street map and the Northbrook Comprehensive Plan for Future Land Use.

Pavement design shall relate to the street classification. All new streets, either public or private, within the corporate limits of the Village shall be improved with hot-mix asphalt (HMA), portland cement concrete pavement, or interlocking paving blocks bordered by portland cement concrete curbs and gutters. Driveways to individual residential buildings do not require curbs and gutters or barrier curbs. Driveways to all other uses and buildings may require curbs and gutters or barrier curbs where deemed necessary by the Village Engineer.

All thoroughfares shall be properly related to special traffic generators such as industries, business districts, schools, churches, and shopping centers; to population densities; and to the pattern of existing and proposed land uses.

Local and collector streets shall be laid out to conform as much as possible to the topography, to discourage use by through traffic, to permit efficient drainage and utility systems, and to require the minimum number of streets necessary to provide convenient and safe access to property.

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The rigid rectangular gridiron street pattern need not necessarily be adhered to for collector streets, and the use of curvilinear streets may be acceptable. Cul-de-sacs, U-shaped streets, and dead ends shall be discouraged.

In business and industrial developments, the streets and other accessways shall be planned in connection with the grouping of buildings, location of rail facilities, truck loading and maneuvering areas, walks, and parking areas to minimize conflict of movement between the various types of traffic, including pedestrian.

Where adequate right-of-way is available, or can be made available, turning bays, protected with barrier median or rumble strips, shall be provided on all community arterial streets at all major intersections and on community collector streets at their intersection with all regional and community arterial streets as deemed necessary by the Village Engineer.

2. Pavement Cross-Section

The pavement cross section shall be determined using the Pavement Design or Pavement Rehabilitation process prescribed in the IDOT Bureau of Local Roads and Streets (BLRS) Manual and as approved by the Village Engineer. New HMA pavement may use the following coefficients when calculating the pavement Structural Number:

Structural Layer	Coefficient
New HMA surface or binder course	0.44
Type A crushed granular base	0.14

When rehabilitating existing HMA pavement, the developer shall obtain existing condition pavement cores and use the BLRS Manual to evaluate the existing pavement structure and necessary improvements to achieve the desired pavement Structural Number.

The following table of minimum pavement course thickness shall be utilized for all new pavement designs:

Structural Layer	Minimum Thickness
HMA surface course	2.0 inches
HMA binder course	4.0 inches
Portland cement concrete	6.0 inches
Type A crushed granular base*	6.0 inches

*Granular base to be used for HMA and PCC Pavement

(a) Flexible Pavement and Medians

Flexible pavement designs shall be based on IDOT's BLRs Manual using a 20-year design life and traffic factors as approved by the Village Engineer. All pavement sections shall consist of a HMA Surface course, HMA Binder course, and crushed Aggregate Base Course, Type A.

HMA binder course shall set for a minimum of nine months, including a winter and a spring, unless otherwise waived by the Village Engineer. After this setting period has passed, one pavement core per 900 lineal feet of measured pavement shall be taken. A report shall be submitted to the Village Engineer listing thickness of aggregate base and binder courses and the type and condition of subgrade

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material as determined from the cores. The developer shall remediate all pavement deficiencies to the satisfaction of the Village Engineer.

(b) Rigid Pavements and Medians

The design of rigid pavements shall be based on IDOT's BLRS Manual using reliability and traffic factors as approved by the Village Engineer. Concrete pavement shall be reinforced with rigid wire mesh (6" x 6", #6). The pavement shall have a longitudinal center line joint and transverse joint design approved by the Village Engineer.

(c) Base Course

Type A crushed aggregate base courses are required under all pavement sections and shall extend 12 inches past the back of curb.

(d) Testing and Acceptance

Upon completion of all construction within any development pavement tests shall be performed at the developer's expense as directed by the Village Engineer. Testing may include density verification, material properties, section cores, Dynaflect, and smoothness testing. All deficiencies shall be repaired as approved by the Village Engineer.

3. Street Intersections

Streets shall be laid out to intersect as nearly as possible at right angles. A proposed intersection of two new streets at an angle of less than 75 degrees shall not be acceptable. Not more than two streets shall intersect at any one point unless approved by the Village Board of Trustees.
Proposed new intersections along one side of an existing street shall, wherever practicable, align with any existing intersections on the opposite side of such street. Street jogs with centerline offsets of less than 150 feet shall not be permitted, except where the intersected street has separated dual drives without median breaks at either intersection. Where streets intersect major streets, their alignment shall be continuous.

Minimum curb radius at the intersection of two local streets shall be at least 25 feet and minimum curb radius at an intersection involving a collector street shall be at least 30 feet. Alley intersections and abrupt changes in alignment within a block shall have the corners cut off in accordance with standard engineering practice to permit safe vehicular movement.

Intersections shall be designed with a minimum grade wherever practical. In hilly or rolling areas, at the approach to an intersection, a leveling area for vehicular storage shall be provided, having no greater than a 2 percent grade over a distance of 60 feet, measured from the nearest right-of-way line of the intersecting street.

Where any street intersection will involve grades or existing vegetation inside any lot corner that would create a traffic hazard by limiting visibility, the developer shall cut the grade or vegetation (including trees) in connection with the grading of the public right-of-way to the extent deemed necessary to provide an adequate sight distance.

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The cross-slopes adjoining all streets, including intersections, shall be 2 percent minimum.

4. Alleys

New alleys are not preferred and if warranted are to be maintained privately. Existing alleys shall be maintained to a minimum pavement Structural Number of 3.0 or higher as required by the actual traffic factor as approved by the Village Engineer.

5. Grades

The vertical grades shall not be in excess 5 percent on arterial and collector streets nor in excess of 6 percent on other streets, unless approved by the Village Engineer. Streets shall not have a grade of less than 0.5 percent.

6. Vertical Curves

All changes in street grades shall be connected by vertical curves of a minimum length in feet as prescribed below:

Classification	Minimum Vertical Curve Length
Regional or Community Arterial	300 feet
Community or Neighborhood Collector	150 feet
Local	100 feet
Industrial Minor Business	As approved by the Village Engineer

If the difference in street grade does not exceed 1.0 percent, no vertical curve is necessary, and the pavement must be designed to provide positive drainage. If the average running speed is projected to exceed 40 miles per hour, or if the algebraic difference in tangent grades so warrant, vertical curves in excess of those specified above may be required by the Village Engineer.

7. Sight Distances

At the points of intersections of proposed roads with existing roads, the minimum stopping sight distance indicated below for the legal speed limits shall be provided on existing roads.

Legal Speed Limit (MPH) *	Minimum Stopping Sight Distance
25 - 30	200 feet
35 - 40	275 feet
45 - 50	350 feet
55	475 feet

*If in the opinion of the Village Engineer, the projected future legal speed limit may be higher than the existing legal speed limit, the higher speed shall be used to determine the minimum stopping sight distance.

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8. Subgrade Preparation

The subgrade of all public and private roadways shall be graded and proof rolled. The removal and replacement of soft and unstable material with appropriate backfill must be approved by the Village Engineer in the field prior to placement of the aggregate base course. Density testing or evaluation by a geotechnical engineer may be required at the developer's expense as required by the Village Engineer.
Subgrade depth and crown shall be checked with stringline and witnessed by the Village Engineer prior to placement of any aggregate base course.

All subgrade material shall have a minimum Immediate Bearing Value (IBV) of 6.0. Subgrade material having an IBV less than 6.0 shall be removed and replaced with a suitable fill material or the pavement must be designed to compensate for the soil conditions. The soil support IBV values selected for use by the designer shall represent a minimum value for the soil to be used.

At the request of the Village Engineer, a copy of all pavement design and computations for the proposed pavement data shall be submitted.

Subgrade excavation shall be a minimum of 1 foot wider than the proposed back of curb. The entire subgrade shall be thoroughly compacted.

D. CONSTRUCTION MATERIALS

Pavement materials approved for street construction shall comply with the minimum requirements of the Illinois Department of Transportation.

E. SPECIAL REQUIREMENTS FOR HOT MIX ASPHALT PAVEMENT

The following qualifications and requirements shall apply to HMA pavements regardless of design method used:

1. No construction required by this Section shall be done after November 1st or before May 1st without approval of the Village Engineer.

2. Longitudinal joint sealer shall be applied to all longitudinal cold joints prior to placing the surface course in accordance with IDOT standards.

3. In new construction, surface course shall be placed no earlier than the construction season following the season in which the binder course was placed.

4. Prior to final HMA surface being installed a non-tracking tack coat shall be applied in accordance with IDOT standards.

F. SPECIAL REQUIREMENTS FOR CONCRETE

The following qualifications and requirements shall apply to portland cement concrete pavements.

1. No concrete pavement shall be constructed in any year after November 1st without the approval of the Village Engineer.

2. Concrete pavement shall not be constructed when frost is present in the subgrade.

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3. All exposed surfaces of newly poured concrete shall be protected against rain.

4. The concrete shall be cured with the application of a membrane curing compound conforming to IDOT standards.

5. When the temperature of the air is expected to drop below 45 degrees Fahrenheit within 72 hours after placing, the concrete shall be protected in accordance with IDOT standards.

6. All concrete placed later than October 1st of the year shall have protective coat applied.

7. Use of ready-mixed concrete from an IDOT approved supplier is required. Delivery tickets shall note the mix designation, time dispatched, date, project name, contractor, and shall be available for review by the Village Engineer.

G. CURBS AND GUTTERS

Combination curbs and gutters shall be constructed on both sides of all street pavements.

Two No. 4 reinforcing bars shall be placed continuously between expansion joints. Expansion joints shall be doweled and spaced no more than 60 feet on center and at tangent points of all radii. Dowels shall be 1 inch x 18 inch and epoxy coated. Control joints shall be provided at 15-foot intervals on center and shall consist of a saw cut at least 1.5 inches deep.

Unless otherwise approved by the Village Engineer, a 6-inch barrier curb shall be provided on all streets. Depressed curb sections shall be provided at all driveways whose locations are known at the time of curb installation. Depressed curbs shall also be provided at all sidewalk crossings.

H. SIDEWALKS

Concrete sidewalks shall be constructed along both sides of all public and private streets. Such sidewalks shall have a minimum width of 5 feet and a minimum thickness of 5 inches, with a 3-inch crushed aggregate base course with a CA-6 gradation. Sidewalk thickness shall be 6 inches thick where passing across an existing or proposed residential driveway and 8 inches thick at commercial or industrial driveways.
At locations where sidewalk crosses utility trenches of any kind the sidewalk shall be reinforced with two, 20 foot long, No. 4 reinforcing bars centered on the utility trench.

1. Material
All materials shall conform to IDOT standards.

2. Excavation

If organic material is present at the proposed subgrade, same shall be removed and replaced with compacted crushed aggregate.

Excavation shall include trimming or removal of all trees, roots, and brush that interfere with the installation of the sidewalk.

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3. Embankment

When necessary to construct sidewalk on fill, the fill shall be placed in 6-inch lifts and mechanically compacted. A level shoulder shall extend 1 foot beyond each edge of the walk. Side slopes shall not be steeper than 4:1 except as approved by the Village Engineer.

4. Subgrade and Base Preparation

If material has been excavated below the subgrade it shall be replaced with crushed gravel or crushed stone. The subgrade shall be mechanically compacted prior to placing the aggregate base course.

When the base has been prepared, and no sooner than 24 hours prior to placing concrete, the developer shall notify the Village Engineer that the base is ready for inspection. No concrete shall be placed until the base has been inspected and approved by the Village Engineer.

5. Grades

Public sidewalks or pedestrian pathways shall not exceed 8 percent grade nor 1.5 percent cross slope.

6. Forms and Backfill

Side forms shall be of lumber with a nominal thickness of 2 inches and a minimum height of 6 inches or of steel of equal rigidity. Forms shall be held securely in place by stakes or braces with the top edges true to grade. The forms shall be lightly coated with oil prior to placing concrete.

The forms shall remain undisturbed for at least 24 hours after the concrete has been placed. Upon removal of the forms, the developer shall backfill to the required elevation between the side of the sidewalk and the ground using topsoil as approved by the Village Engineer. The material shall then be compacted until firm and the surface evenly graded. Side slopes outside the level 1 foot shoulder limits shall be graded so that a cut slope does not exceed 2:1 and a fill slope does not exceed 4:1.

7. Placing and Finishing

The aggregate base course shall be adequately moistened and compacted before concrete is placed. Concrete shall be placed, consolidated, and finished in accordance with the Standard Specifications for Road and Bridge Construction. Contraction joints shall be tooled at 5 foot intervals.

8. Expansion Joints

Expansion joints shall consist of preformed joint filler. The top of the joint shall be placed ¼ inch below the surface of the sidewalk.

Expansion joints ½ inch thick shall be placed between the sidewalk and all structures such as light standards, traffic light standards, and traffic poles which extend into the sidewalk.

Expansion joints shall be placed at intervals of not more than 50 feet in the sidewalk. Where the sidewalk is constructed adjacent to pavement or curbs having expansion joints, the expansion joints in the sidewalk shall be placed opposite the existing expansion joints as nearly as practicable. Expansion joints shall also be placed where the sidewalk abuts existing sidewalks, between driveway pavement and sidewalk, and between sidewalk and curbs where the sidewalk abuts a curb.

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9. Accessible Ramps

All sidewalks at street intersections shall conform to IDOT standard for curb ramps for sidewalks.

10. Disposal of Surplus Material

Surplus or waste material resulting from the sidewalk installation shall be legally disposed of by the developer.

11. Control of Materials

The developer shall, at their expense, have a soil and material consultant or commercial testing laboratory prepare and test samples of delivered concrete. One set of test cylinders shall be taken for the first 25 cubic yards, or fraction thereof, and one set of tests shall be taken for each additional 50 cubic yards. A set of tests shall consist of: 4 standard cylinders of which two shall be broken at 7 days and two shall be broken at 14 days, 1 slump test and 1 air content test. The laboratory shall perform tests in accordance with recognized ASTM standards and shall submit written reports of such tests to the Village Engineer.

I. DRIVEWAYS & DRIVEWAY APRONS

1. Driveways

In developments, driveways meeting these requirements shall be provided at all locations approved by the Village Engineer where vehicular traffic is intended to leave the roadway and move onto private property.

(a) Residential:

Driveways for residential development shall conform to the Village's Standard Detail. The grade or pitch of driveways shall provide for positive drainage away from the residence. HMA driveways shall consist of a minimum of 2 inches HMA surface course over 6 inches of aggregate base course. Concrete driveways shall consist of 6 inches portland cement concrete over 6 inches of aggregate base course. Concrete on private property shall be reinforced with 6 x 6, #6 wire reinforcing mesh. Wire mesh shall not be installed in the Village right-of-way.

Brick pavers or decorative concrete in the right-of-way are only allowed with a recorded covenant that states the property owner is responsible for added cost above normal concrete should the Village need to remove any of it for utility or street repairs.

(b) Commercial/Industrial/Institutional Driveways:

Driveways for commercial or industrial buildings shall conform to the Village's Standard Detail and shall be constructed of 8 inches of portland cement concrete over 6 inches of aggregate base course. Concrete on private property shall be reinforced with 6 x 6, #6 wire reinforcing mesh. Wire mesh shall not be installed in the Village right-of-way.

The Village Engineer shall approve all driveway locations and may seek to consolidate or otherwise encourage shared driveways with adjoining properties. Standard "Shared Driveway Easement Agreement" forms are on file in the Village Engineering Department.

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Where property has frontage on a County, State or Federal highway, the spacing and design of the points of ingress and egress to the major street shall be subject to the authority having jurisdiction. This approval must be obtained prior to the signature of the Village Engineer on the final plat.

Driveways serving commercial, industrial, and high-density residential developments represent an important element in the efficiency and safety of the street onto which the traffic enters and exists. To properly handle traffic from such entrances, the anticipated traffic volumes must be accurately estimated and the size and location of driveways be established in accordance with the Guidelines for Driveway Design and Location as published by the Institute of Traffic Engineers. This information may be requested by the Village Engineer for review as well as other critical factors as follows:

- Peak hour flow
- Number of entrances
- Internal circulation pattern
- Parking area size
- Storage lane length
- Traffic signal timing
- Pedestrian counts

(c) Driveway aprons on county or state routes shall meet the minimum required pavement cross-section established by the respective agency.

(d) Permeable paver pavements used for stormwater purposes shall be constructed in accordance with Section IV.

2. Materials

All materials shall conform to IDOT standards.

3. Placing and Finishing Concrete

A request for inspection shall be made 24 hours prior to the scheduled placing of concrete. No concrete shall be placed until the base has been inspected and approved by the Village Engineer.

The aggregate base course shall be adequately moistened and compacted before concrete is placed. Concrete shall be placed, consolidated, and finished in accordance with IDOT standards.

Control joints shall be tooled or saw cut to divide the driveway apron into sections, which are approximately square, and having no side longer than 15 feet.

J. PARKING LOT

1. General

All parking lots shall conform to both the “Zoning Code” and these Standards.

2. Design

The design, material, and layout of all parking lots shall be subject to the approval of the Village Engineer and the Director of Development.

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Parking lots with detention shall be designed to allow for a 2-inch overlay without reducing detention volume or increasing depth of ponding above 1 foot maximum.

The minimum pavement cross-section for parking areas shall be designed for a minimum structural number of 2.8 and consist of a minimum of 2 inches of hot-mix asphalt surface, 3 inches hot-mix asphalt binder, and 6 inches of aggregate base course.

All main or aisle circulation areas shall be designed for a minimum structural number of 3.2 and consist of a minimum 2 inches of hot-mix asphalt surface, 4 inches hot-mix asphalt binder, and 6 inches of aggregate base course.

Loading areas, truck docks, and fire lane pavement areas shall be 8-inch thick portland cement concrete reinforce with 6 x 6, #6 wire reinforcing mesh over a 4-inch thick aggregate base course or 2 inches hot-mix asphalt surface course over 5 inches hot-mix asphalt binder course over 8 inches of aggregate base course.

Permeable pavers used for stormwater purposes shall be constructed in accordance with Section IV. Standard and decorative paving blocks (interlock concrete, granite, cobblestone, etc.) may be used with an engineered cross-sectional design if approved by the Village Engineer.

3. Striping and Signs

Signs and striping of the pavement surface to define each parking space, aisle, direction of traffic flow, and cross walks are required and shall be a minimum of 4 inches in width for the length of each space and directional arrow.

4. Curbs and Gutters

Concrete curbs are required around the perimeter of all parking lots and around all landscaped islands. Fire hydrants shall be protected by a minimum 4-foot setback from the back of curb. If Islands or parking lots are depressed, provisions for drainage shall be provided.

5. Slope

No area of any parking lot or garage, excluding access ramps, shall have a slope exceeding 5 percent. No ramp shall have a slope exceeding 8 percent.

6. Lighting

Fixed lighting shall be provided for all parking lots and garages accommodating more than 10 vehicles. Such lighting shall be engineered to prevent direct glare onto or visible from any public or private property or streets. All lighting shall be reduced to security levels at all times of non-use.

7. Island and Tree Pits

Landscape islands shall be bordered by a 6 inch high concrete curb designed to protect the landscape feature and backfilled with clean clay or trench backfill for a width of 2 feet adjoining the curb. Islands shall be located and constructed in accordance with accepted engineering standards. Trees located in paved areas shall be provided with adequate tree pits and drain tile bedded in washed stone to permit proper watering, drainage, and growth.

The central portion of the island where trees and shrubs are to be planted shall be filled with a mixture of 1/3 sand, 1/3 compost and 1/3 topsoil to a minimum depth of 3 feet.

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8. Car Stops

Every parking lot and garage, except parking lots and garages accessory to a single-family dwelling, shall be bordered by curbs, car wheel stops, guard rails, barrier fences, or other suitable devices designed and located to protect required screening devices, landscaping, structure, and other vehicles from damage by vehicles using such lot or garage. This provision shall not be construed to require car wheel stops for every parking space, but only in those cases where the Village Engineer determines that such stops are necessary or desirable.

9. Circulation Aisles

All parking lots shall be designed in accordance with the Village's Zoning Ordinance.

Parking Angle	**One-Way Aisle Width**	**Two-Way Aisle Width**
Parallel	14	24
45 degrees	14	24
60 degrees	16	24
75 degrees	20	24
90 degrees	24	24

K. BICYCLE FACILITIES

Bicycle facilities shall be constructed in locations designated by the Village of Northbrook Master Bicycle and Pedestrian Plan.
Bicycle path signs, street name signs, and other signs shall be provided where required or warranted pursuant to the Manual on Uniform Traffic Control Devices. These signs and their installation shall be provided through purchase from the Village as necessary.

1. Bicycle Facility Design and Construction Standards

Three classifications of bicycle facilities are permitted. These classifications are defined in the Master Bicycle and Pedestrian Plan. Design dimensions for each classification are as follows:

Class	Width of Pavement	Width of Right-of-Way or Public Easement
Sidepath, off street, 2-way	8 feet	10 feet
Sidepath, off-street, 1-way	4 feet	6 feet
Separated Bicycle Lane , on street, 2-way	8 feet	8.5 feet
Separated Bicycle Lane , on street, 1-way	4 feet	4.5 feet
Signed and Marked Roadway, on street unprotected; 1-way or 2-way	Bike lane shared with street	Bike lane shared with street

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2. Minimum Bikeway Pavement Requirements

Developers may choose between two pavement types:

Type A

3-inch HMA surface with 6-inch aggregate base course.

Type B

4-inch thick portland cement concrete with 6-inch aggregate base course.

3. Bikeway Signs

Appropriate bikeway signs must be installed with all bikeways by the developer of the bikeway at locations approved by the Village Engineer.

L. MAINTENANCE AND RESPONSIBILITY

The maintenance and responsibility for private roadways shall be the responsibility of the developer until the time of final Maintenance Bond release, when the property owner association shall accept the responsibility for maintenance.

M. CONSTRUCTION TRAFFIC CONTROL

All sidewalk closures, lane closures, and construction work within public rights-of-way shall conform to the requirements of the "Manual on Uniform Traffic Control Devices for Streets and Highways" (MUTCD) and an approved traffic control plan approved by the Village Engineer. The provisions of the MUTCD will be enforced when:

- An opening is made into the existing pavement.
- Construction takes place adjacent to the edge of the existing pavement.
- A utility crossing is made beneath the existing pavement.
- It is necessary to close a lane of traffic due to construction operations.

A full lane closure on Village roads will be required whenever construction impacts a lane normally used for through traffic. Permission for such a lane closure must be obtained from the Village Engineer prior to commencing construction. No construction operation is to commence until such time that the traffic control plan has been installed and approved by the Village Engineer.

All openings in any pavement or traveled way shall be backfilled prior to the end of the working day. All roadway-crossing excavations shall be temporarily backfilled with crushed stone and a temporary asphalt patch of at least 2 inches in thickness. In lieu of a pavement patch, a bolted down steel plate with a minimum thickness of 1 inch, may be installed over the excavation. Permanent pavement restoration shall be accomplished with flowable fill backfill to the bottom of the pavement section.

N. STREET SIGNS

Upon completion of the public improvement, the Village Engineer shall request the Department of Public Works to install regulatory, warning, and guide signs in accordance with the MUTCD. This cost shall be borne by the developer.

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O. MATERIAL TESTING AND EVALUATIONS

Concurrent with the construction of any public improvement, the developer shall furnish the Village Engineer with material testing results from qualified professionals as requested. Costs associated with third party testing shall be borne by the developer.

Test Item	Test
Subgrade	Soil borings
	Proof roll
	Density
	Bearing capacity
Base Course	Proof roll
	Density
Concrete	Placement temperature
	Air content
	Slump
	Compressive strength
Hot-mix asphalt	Plant inspection
	Placement temperature
	Density

P. PAVEMENT MARKING

Arterial and collector streets street channelization and intersection retroreflective markings shall be installed at the locations required by the Village Engineer. All pavement markings shall be in accordance with the standards in the MUTCD.
New hot mix asphalt, or asphalt placed within the last 180 days, shall be marked with thermoplastic, inlaid preformed plastic, or modified urethane in accordance with IDOT standards.

New concrete pavement shall be marked with modified urethane in accordance with IDOT standards.

Existing hot mix asphalt or concrete pavement shall have all existing pavement markings removed and replaced with modified urethane in accordance with IDOT standards.

Q. SUB-STANDARD STREETS

1. Definition

A sub-standard street is defined as a Village maintained roadway which currently has one or more of the following deficiencies:

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1) a surface and base width of less than 20 feet

2) lack of curb/gutter

3) an exaggerated crown

4) poor roadway drainage

5) poor or weak base strength

6) poor cross section and surface conditions

2. Design Considerations

The following improvements shall be considered where complete replacement of a sub-standard street is determined by the Village Engineer to be impractical.

1) base correction of obvious failures

2) widening of the roadway to a minimal width of 20 feet

3) provision of a crown sufficient for positive drainage

4) correction of cross section deficiencies

5) strengthening of roadway edges or shoulder work

6) application of HMA surface at least 2 inches in thickness

7) driveway culvert replacement and ditch enclosure

8) detention provisions

9) sump pump connections

10) structure adjustment

11) parkway restoration

12) property owner providing a restrictive covenant committing to a future Special Assessment or Special Service Area for a full standard street improvement

3. Financial Participation

The developer or homeowners, upon the recommendation of the Village Engineer, shall be requested to contribute toward the upgrading and improvement of the existing pavement or drainage system. The developer shall participate in a percentage to be negotiated with and approved by the Village Board of Trustees.

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SECTION VI

ROADWAY AND PARKING LOT LIGHTING

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PART I - ROADWAY LIGHTING

A. PURPOSE

The principal purpose for fixed lighting of public and private roadways for vehicles and pedestrians is to create a nighttime environment conducive to quick, accurate, and comfortable visibility. It is the intent of these Standards to improve traffic safety, pedestrian safety, achieve efficient traffic movement, and promote nighttime use under a wide variety of weather conditions.

B. GENERAL

All development under the jurisdiction of the Village shall include provisions for the construction of roadway and parking lot lighting facilities. Design of these lighting facilities shall be in accordance with this Section and as approved by the Village Engineer.

C. PUBLIC EASEMENTS AND UTILITIES

The roadway lighting system is to be constructed within the right-of-way or utility easements for public improvements in locations shown on the approved plans and accepted by the Village.

All public conduit, cables, or controllers on private lots shall be confined to public utility easements now in existence or to be procured by the developer. A minimum easement of 10 feet centered on the facility shall be provided for all underground roadway lighting supply conduits or cable to be laid across private property. Such easements shall be properly documented by deed or plat, accepted by the Village and recorded. All documents required to properly establish such easements shall be provided by the developer.

D. SUBMITTAL REQUIREMENTS AND APPROVAL

Two sets of complete lighting system plans and photometrics shall be submitted by a registered professional engineer of the State of Illinois along with the catalog cuts to the Village Engineer for approval. The Village Engineer may require lighting systems to exceed minimum standards for public benefit.

E. PERMITS

The Developer shall obtain all Village permits, development permits, highway department permits, certificates of insurance, and licenses required for the work at their expense.

F. LIGHT DISTRIBUTION CLASSIFICATION

Proper distribution of the light flow from luminaires is one of the essential factors in efficient roadway lighting. The light emanating from the luminaires shall be directionally controlled and proportioned in accordance with this Section and meeting the requirements for seeing and visibility.

Light distributions are to be designed for the specific roadway and area classification with a minimum mounting height (MH), overhang, pole spacing, and roadway width to be effectively lighted.

All luminaires can be classified Type I through V according to their lateral and vertical distribution patterns. Different lateral distributions are available for different street width-to-mounting height ratios. Different vertical distributions are available for different spacing-to-mounting height ratios.

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Guide for Luminaire Lateral Light Type and Placement

Side of the Roadway Mounting			Center of the Roadway Mounting		
One side or Staggered	Staggered or Opposite	Grade Intersection	Single Roadway	Twin Roadways (median mounting)	Grade Intersections
Width up to 1.5 MH	Width beyond 1.5 MH	Width up to 1.5 MH	Width up to 2.0 MH	Width up to 1.5 MH (each pavement)	Width up to 2.0 MH
Types II-III--IV	Types III and IV	Type II 4-way	Type I	Types II and III	Types I 4-way and V

Note: In all cases suggested maximum longitudinal spacings and associated vertical distribution classifications are: Short distribution = 4.5 MH, Medium distribution = 7.5 MH, and Long distribution = 12.0 MH.

G. LIGHTING DESIGN

The design process and calculations should follow these major steps:

1. Determination of roadway geometrics, adjacent land use and traffic accident experience to obtain quantity of horizontal light required.
2. Formulation of a tentative concept as to luminaire location and mounting height.
3. Selection of a luminaire light distribution type.
4. Detailed photometric calculations (manual or computer generated).
5. Comparative calculations determining maximum-to-minimum uniformity ratios.
6. Selection of final design upon Village Engineer approval.

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H. ILLUMINANCE REQUIREMENTS

The recommended illuminance values are specified below:

Roadway/Walk/Bikeway Average
Maintained Illuminance on the Horizontal

Vehicular Roadway Classification	Commercial		Intermediate		Residential	
	Lux	Foot-candles	Lux	Foot-candles	Lux	Foot-candles
Expressway +	15	1.4	13	1.2	11	1.0
Major	22	2.0	15	1.4	11	1.0
Collector	13	1.2	10	0.9	6	0.6
Local	10	0.9	6	0.6	4	0.4

Sidewalk/Bikeway Average Maintained Illuminance
On the Horizontal

Walkway and Bikeway Classification	Minimum Average Levels	
	Lux	Footcandles
Sidewalks (roadside) and bikeways:		
Commercial areas	10	0.9
Intermediate areas	6	0.6
Residential areas	2	0.2
Walkways (distant from roadways) and bikeways:		
Park walkways and bikeways	5	0.5

I. UNIFORMITY

The average level to minimum point method and maximum level to minimum point method should not exceed the 4 to 1 and 8 to 1 limits respectively for local residential streets.

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J. LUMINAIRE MOUNTING HEIGHT AND LOCATION

Use or Roadway Classification	Mounting Height (Feet)	Pole Height (Feet)	Maximum Spacing (Feet)	Bracket Length (Feet)
Arterial Roadways	33'-43'	30'-40'	175'	8'-15'
Collector Streets	31'	28'	200'	8'-15'
Residential Subdivision	14'	14'	300'	N/A
Commercial Subdivision	31'	28'	175'	8'-15'
Industrial Subdivision	35'	32'	200'	8'-15'

K. LUMINAIRE SPACING

The spacing of poles and luminaires is influenced by the location of utility poles, fire hydrants, buried utilities, block lengths, property lines, roadway geometrics, and driveway locations.

The desired luminance at any point on the pavement to the average illuminance should be maintained to prevent loss of object visibility between luminaires.

L. POLE LOCATION

Roadway lights shall be located on one side of the street unless, in the judgement of the Village Engineer, it is impractical to do so. All light poles shall be set two feet back from the curb line. At intersections with only one standard, the bracket shall be pointed toward the center of the intersection. Where two or four standards are located at a major intersection, the bracket of each shall be perpendicular to a street as determined by the Village Engineer.

Other factors to consider in selecting locations are:

1. Access for maintenance
2. Visibility
3. Vehicular - pole collision probabilities
4. Trees
5. Aesthetic appearance
6. Combination traffic signal mast arm poles

At a minimum, residential roadway lights are to be located at all intersections, pronounced street curvatures, cul-de-sac terminations, and at midblock intervals.

Types II, III and IV luminaires are intended to be mounted over or near the edge of the roadway.

Types I and V are generally designed to be mounted over or near the center of the area to be lighted.

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M. TRAFFIC CONFLICT AREA LIGHTING

Intersecting, converging or diverging roadway areas require higher illuminances. Very high-volume driveway connections to public streets and midblock pedestrian crosswalks should be illuminated at least 50 percent higher than average. Landscaped border areas, median strips and adjacent school or park grounds require higher than average illuminance.

N. TRANSITIONAL LIGHTING SECTIONS

Roadway lighting systems shall be designed to decrease the driver's blindness when emerging from a lighted section of roadway. Using the design speed of the road, the reduced lighting level zone shall allow for a 10 second eye exposure adjustment.

Heavily traveled roadway intersections and converging and diverging traffic lanes shall have illuminance levels of the summation of each roadway traditionally obtained by using combination traffic signal and lighting poles on both corner approaches.

Special lighting design shall be considered at railroad grade crossings and roadway under and overpasses. Railroad grade crossings must be adequately lighted to permit identification of the crossing, trains, and unlighted vehicles or pedestrians at the crossing. Illuminance levels over and within 100 feet should be increased to twice that of the adjacent roadway.

O. DETAILED MATERIAL AND EQUIPMENT SPECIFICATIONS

1. Trench and Backfill

The conduit trench shall be located 2 feet behind the back of the curb or as otherwise approved by the Village Engineer. Under existing pavement, all excavations shall be backfilled with controlled low strength material to the bottom of the pavement. Under proposed pavement, granular backfill material shall be deposited in the trench in layers, not to exceed 6 inches in depth and shall be mechanically compacted before the next layer is deposited in the trench.

Trenching shall be conducted to avoid disturbing existing trees, utilities, pavement, and equipment. Excavation shall be deeper than minimum as required to avoid existing piping or other obstructions.

All disturbed areas shall be protected and restored in kind as prior to work commencing.

2. Handholes

Handholes are required at the ends of all isolated conduit and at intermediate locations between light poles to facilitate pulling cable. Cables runs shall not exceed 400 feet without a junction. Handholes shall be precast concrete or cast-in-place as approved by the Village Engineer.

3. Ground Wire

In addition to the power circuit, ground wire shall be provided interconnecting all poles, luminaires, controllers, and appurtenances to the electrical system. Ground rods shall be provided at the controller or disconnect location. Ground rods shall be 3/4 inch in diameter and 8 feet long with steel core and heavy exterior layer of pure copper driven into the ground.

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4. Light Pole Foundations

Pole foundations shall be designed to support the proposed lighting installation given the geotechnical conditions at the installation location. Foundations may be engineered cast in place concrete in accordance with the Standard Specifications for Road and Bridge Construction or engineered helical foundations as approve by the Village Engineer.

5. Conductors

Conductors shall be USE rated stranded copper rated for direct bury and sized for the proposed lighting system. All conductors shall be #6 AWG stranded copper wire and continuous from point to point without splices. Each conductor shall be colored for identification and colored tape is not acceptable.

6. Conduit

All conductors shall be installed in rated polyethylene conduit installed 18 to 27 inches deep and sized for the conductors being carried.

When conduit is to be installed under existing pavement it shall be directionally drilled where possible and open cut excavation and patching avoided.

7. Pole Conductors

Conductors within the pole, from the handhole to the luminaire at a minimum, shall be single conductor, #10 AWG stranded copper wire copper rated for 600 volts. Each conductor shall be color coded for identification and colored tape is not acceptable. Two feet of conductor slack shall be provided in each handhole.

8. Connection Pedestal

Conduit shall be terminated 18 inches from Commonwealth Edison Company pedestal and 27 inches below grade. Eight feet of cable with ends sealed shall be left for connection by Commonwealth Edison Company.

9. Electrical Connection and Power Supply

The developer shall contact the Commonwealth Edison Company to obtain service connection locations. The developer shall be responsible for all service connection charges.

Connection to the power supply shall be made as near to the secondary supply of the distribution transformer as is practical. Such connection shall be made in accordance with Commonwealth Edison Company regulations.

10. Fuses

A weather-proof fusetron HEB-AA holder with a suitably rated fuse shall be placed in the handhole of each light pole and shall be connected in series with the underground conductors feeding each luminaire. Sufficient slack cable shall be provided in each handhole so that socket splices may be removed for inspection and maintenance.

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11. Circuitry

No circuit shall be greater than 2,000 feet from power source to the most distant luminaire. Line voltage drop must not exceed 10 percent through such distance. All cable shall be No. 6 in size or larger. Luminaires in the circuit shall be photoelectrically controlled at the pole. Grouped units shall be limited to 4 units unless a relay is used with the group control being mounted on the luminaire closest to the power source. The photoelectric device shall, in all cases, be mounted on the top of the luminaire closest to the power source.

12. Control and Connection

Power for street lighting may be either metered or nonmetered as required by the Village Engineer and Commonwealth Edison Company. Complete wiring schematics shall be provided as part of the plans submitted for approval.

(a) Nonmetered Power

A light pole, designed as the service pole, shall be provided, equipped as follows:

- A circuit disconnect breaker box, 8 inch x 6 inch x 4 inch or larger, of cast aluminum with tamper proof, screwed cover; 1.5 inch back hub; thermal magnetic breaker; back mounted screw hub for ground lug and stainless steel mounting hardware shall be mounted on the pole approximately 10 feet above the ground or approved equal shall be installed next to Commonwealth Edison box as directed by the Village Engineer.

(b) Metered Power

When power is to be metered, a control center shall be provided near the energy source from Commonwealth Edison. The control center shop drawings shall be approved by the Village Engineer and include the following features:

1. Meter socket shall be installed on the side of the control center.
2. Constructed of sheet aluminum with a locking door mounted four to five feet above grade.
3. The cabinet shall be vented and weather tight.
4. Foundation shall be cast in place concrete finished a minimum of two inches above finished grade.
5. A main circuit breaker sized for the proposed lighting system.
6. A photocell-controlled contactor shall be installed prior to individual circuit breakers for each circuit.
7. A single pole, 20 ampere rated toggle switch shall be installed to by-pass the photoelectric control.
8. A duplex receptacle convenience outlet shall be installed on a dedicated circuit within the cabinet.
9. A convenience light shall be installed in the cabinet.
10. A photoelectric cell shall be installed on the bottom side of the cabinet or, shall be installed, complete with pole tap adapter and receptacle on the light post nearest to the control center, interconnected with the control center with a 3 wire, No. 12 color coded circuit.

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13. Luminaires

(a) Post Top Luminaires
Luminaires shall be General Electric Company Evolve LED Post Top Town and Country or an approved equal. Light distribution shall be specified by the designer.

Refractor type: Acrylic
Light Color: 3000K
Control: As designed
Color: Black

(b) Mast Arm Luminaires

Luminaires shall be General Electric Company Evolve ERL series or an approved equal. Light intensity and distribution shall be as specified by the designer and approved by the Village Engineer. Shields shall be installed as directed by the Village Engineer

Voltage: As approved
Light Color: 4000K or as approved by the Village Engineer.
Control: As approved
Color: White

(c) Luminaires shall be controlled by one of the following methods:

(1) Individual (6 standards or less) Each luminaire shall be controlled by an individual photoelectric control unit at each luminaire.

(2) Group (more than 6 standards) The control unit controlling more than one luminaire shall consist of a contactor actuated by a photoelectric control unit approved by the Village Engineer.

14. Light Standards

(a) Light Standards

Residential light standards are to be direct bury poles as approved by the Village Engineer.

Residential light standards to be accepted by the Village for maintenance may be manufactured of concrete, centrifugally cast, pre-stressed and steel reinforced. The standards shall have smooth ground and polished surfaces with a sky gray finish. The cross section of the standard shall contain a raceway extending throughout the length of the standard and dual cable entrances below grade. The raceway shall have a minimum opening of 1-1/2 inches and shall not exceed 2 inches at the top of the standard. A handhole shall be provided on the opposite side from the luminaire and shall be covered with a heat-treated cast aluminum door, fastened to nonferrous inserts in the standard with stainless steel bolts 18 inches above finished grade.

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All standards shall be provided with an aluminum mast cap held to the top of the standard by stainless steel screws and nonferrous inserts.

Roadway lighting standards shall not be less than 8 inches in diameter with a butt base below final grade level. It shall be equipped with mast arm brackets securely attached to the standard.

Poles shall be set vertical in tamped wet screenings, at proper grade, and shall be straight to within one degree of vertical, straightened and maintained throughout the duration of the guarantee period.

(b) Pre-Approved Summary

The following standards and appurtenance, or approved equals, may be used for lighting systems.

Concrete Pole Specifications

Manufacturer	Height (Feet)	Finish
Centrecon	14-28	Gray

Brackets (variable)

Single	Double	Length (Feet)
AD	ADD	8, 10, 12, 14

Power Cap - AP-490 or an approved equal

Aluminum Pole Specifications

Manufacturer	Height (Feet)	Arm Length (Feet)
Hapco	30-45	12-15

(c) Materials and Equipment:

1. Equipment Standardization

In the interest of encouraging uniform appearance, standardization of replacement parts and familiarization of maintenance personnel with the equipment, the Village has selected certain equipment which is to be incorporated.

2. Materials

All materials comprising the lighting systems shall be the product of a firm or firms regularly engaged in the manufacture of such materials and shall be covered by the manufacturer's or installing contractor's warranty or guarantee. The materials shall be new, of current manufacture, and of standard design free from all defects.

3. Other Equipment

All other components of the street lighting system not covered or detailed by these specifications shall be designed and provided in conformance with currently accepted practices of good engineering

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and in full compliance with the requirements of the Commonwealth Edison Company.

4. Substitute Material or Equipment

If the general requirements, law, ordinance or applicable rules or regulations permit the developer to furnish or use an approved substitute that is equal to any material or equipment specified, and if the developer wishes to furnish or use a proposed substitute, they shall make written application to the Village Engineer for approval of such a substitute certifying in writing that the proposed substitute will perform adequately the function called for by the general design, be similar and of equal substance to that specified and be suited to the same use and capable of performing the same function as that specified; stating whether or not its incorporation in or use in connection with the project is subject to the payment of any license fee or royalty; and identifying all variations of the proposed substitute from that specified and indicating available maintenance service. No substitute shall be ordered or installed without the written approval of the Village Engineer who will be the judge of equality and may require the developer to furnish such other data about the proposed substitute as he considers pertinent.

P. SUPERVISION AND SAFETY

A licensed electrical contractor shall supervise and direct the work efficiently and with the upmost skill and attention.

The developer shall be responsible for coordinating the improvement work, correcting faulty work, and consulting with the design engineer and Village Engineer in the settlement of any disputes, plan changes, or plan adjustments.

Q. INSPECTION AND TESTING

After the installation is complete and at a time convenient to the Village, all equipment shall be demonstrated to operate in accordance with the drawings and specifications. Record drawings shall be provided to the Village Engineer for approval prior to scheduling testing.

Each standard, controller, and all appurtenances shall be visually inspected to verify proper installation. Photoelectric cell controls shall be inspected with an after dark inspection performed initially and again after a minimum of 30 days to ensure proper operation.

R. RECORD DRAWINGS

Prior to acceptance of the lighting system, Record Drawings shall be submitted to the Village in electronic and hard copy formats as approved by the Village Engineer. The Record Drawings shall indicate the roadway lighting system demonstrating the location of all conduits, controls, standards, and handholes. It shall be certified as to accuracy by an Illinois licensed Professional Engineer or Illinois licensed Professional Land Surveyor. See As-Built Checklist for required format of As-Built submittals.

S. GUARANTEE PERIOD AND WORKMANSHIP

All work shall be performed in a neat and workmanlike manner and shall be guaranteed by the developer and their surety against defects in workmanship and materials, of whatever nature, for a period of 12 months from the date of final acceptance of the work. Any defective

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material or workmanship shall be repaired or replaced to the satisfaction of the Village without cost to the Village.

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PART II - PARKING LOT LIGHTING

A. ILLUMINANCE

1. Uniformity/Intensity

The horizontal illuminance method shall be utilized on an average-to-minimum ratio and maximum-to-minimum ratio as designated below:

Horizontal Illuminance Table

General Parking and Pedestrian Area

Level of Activity	Lux (Minimum on pavement)	Footcandles (Minimum on pavement)	Uniformity Ratio (Average/Minimum)	(Max./Min.)
High	10	0.9	4:1	9:1
Medium	6	0.6	4:1	9:1
Low	2	0.2	4:1	9:1

2. Glare

Efforts must be made to use luminaires that control the view of the light source from drivers and pedestrians. Both disability and discomfort glare must be avoided.

B. LIGHT SOURCE

1. Atmospheric Conditions

All exterior fixtures shall be totally enclosed and gasketed for protection from the elements.

2. Lamp Position

Each lamp shall be positioned to achieve the maximum light output for even distribution within the parking lot.

C. LIGHTING EQUIPMENT

A variety of luminaires are used for lighting parking facilities such as area lighting, architectural, post top, wall mounted, and roadway lighting. “Shoe box” style shall be used with sharp cut off designed to confine light to specific designated areas.

Floodlight luminaires, adjustable wall packs, and high-mast aerial lighting greater than 60 feet in height shall not be acceptable.

The luminaire types that are suited for a specific application can be determined by comparing luminaire and lamp combinations to basic considerations, such as:

1. Size and shape of area.
2. Mounting height of luminaire.
3. Location requirements of poles and luminaires:

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When perimeter poles are used a light cut off design or lens shall be considered capable of producing a rectangular pattern.

4. Illuminance requirements.
5. Quality of uniformity requirements (maximum to minimum).
6. Energy requirements (lamp source and ballast). PF-90 CWA energy efficient constant wattage auto factor type ballasts shall be used.
7. Code restrictions.
8. Effects of spill light, street and house side light must be controlled by optics, reflectors or visors to minimize unwanted light. If visors are used the structural integrity of the pole and lamp combination must be safely determined as acceptable for local wind conditions.

D. ARCHITECTURAL LUMINAIRES

These varied types of luminaires are designed to blend with the total architectural environment and shall be capable of producing efficient, uniform illumination while offering control of undesirable light or glare.

E. POST TOP LUMINAIRES

The mounting height for this type of luminaire shall not exceed 15 feet when adjoining residential uses. Mounting heights up to 25 feet may be permitted adjoining other uses as approved by the Village Engineer.

F. WALL MOUNTED LUMINAIRES

The cutoff type shall be used with a maximum mounting height of 25 feet and maximum spacing of 4 times the mounting height and maximum lamp of 400 watts or equivalent.

G. SPECIAL LIGHTING

Should closed circuit television monitoring equipment be necessary, special considerations will be given to the lighting level, type of light source, and distribution pattern to ensure effective results.

H. ENERGY MANAGEMENT

Developers are encouraged to include provisions for reducing the lighting levels for area security only during reduced activity periods.

I. DESIGN AND SUBMITTAL PROCEDURES

Private parking lot and area lighting will be reviewed on an individual basis for meeting the intent of these provisions. Catalog cuts and photometrics must be submitted for approval by the Village Engineer.

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SECTION VII

GRADING AND LANDSCAPING

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A. GENERAL

All vegetation removal, excavation, or grading work within the public right-of-way or other public places shall require a permit and be regulated in accordance with this Standard and applicable Village codes and ordinances. Vegetation removal or grading work on other lands shall comply with this Standard and applicable Village codes and ordinances.

B. ADDITIONAL RESOURCES

To protect existing utilities all underground work shall be performed in accordance with the Illinois Underground Utility Facilities Damage Prevention Act and JULIE Excavator Handbook.

Chapter 25 of the Municipal Code - Tree Protection and Preservation, Vegetation

Chapter 6 of the Municipal Code – Article XI, Site Grading, Drainage and Soil Erosion/Sedimentation Control

C. PROPERTY PROTECTION

Trees, shrubbery, irrigation and sprinkler systems, fences, poles and all other property and surface structures shall be protected during construction operations. All fences, poles or other man-made surface improvements which are moved or disturbed shall be restored to their original condition after construction is completed. Any trees, shrubbery or other vegetation, which are approved for removal shall be removed completely, including stumps and roots. Responsibility for any damage or claims for damage caused by construction operations to shrubbery or other landscape improvements, which were not authorized for removal or trimming, shall be assumed by the developer.

Restoration of Existing Improvement Surfaces
The developer shall restore all pavements, sidewalks, driveways, curbs, gutters, trees, shrubbery, lawns, fences, poles, public utilities, and other property and surface structures removed or disturbed during or as a result of construction operations to a condition which is equal in appearance and quality to that which existed before the work began. The surface of all improvements shall be constructed of the same material and match in appearance the surface of the improvements which were removed.

Cultivated Lawns
When cultivated lawns are damaged as the result of construction activities the disturbed areas shall be restored by furnishing and placing topsoil and sod with a guarantee period.

D. SOIL EROSION AND SEDIMENT CONTROL

Final Engineering Plans, specifications, and the Engineer Estimate of Probable Cost shall include soil erosion and sediment control measures during the construction stage and until permanent stabilization is established. Measures may include storm water runoff diversions, inlet filter baskets, barrier fence, sediment basins, ditch checks, seeding and mulch, and watering to control dust. The Practice Standards of the Illinois Urban Manual shall be followed.

Soil erosion and sediment control plans shall be approved by the Village Engineer and installed by the developer prior to earth disturbing activities commencing on the site. Following installation, the developer shall provide a minimum 48 hours' notice for inspection to the Village Engineer to verify and approve the measures installed.

The subject property is considered stabilized with 75% established turf growth, or the installation of sod. This use of sediment/erosion control as a temporary stabilization measure will only by accepted during seasons where grass growth/sod installation cannot occur; this will apply only to the following

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months; November–April. No exceptions will be made. Sediment control measures are required to remain in place until 90 percent of the disturbed area is permanently stabilized with turf. Sodding must be sufficiently "knit" with the soil to prevent removal by hand or flotation.

E. TREE AND VEGETATION PROTECTION

Protection of Existing Trees and Shrubs

1. Code Compliance

   The developer shall comply with the requirements of Chapter 25 of the Municipal Code in connection with all work in the vicinity of, or affecting, existing trees and shrubs in any way, whether such trees and shrubs are located on or off the site being developed.

2. Village Review

   The developer's proposed methodology for protecting existing trees shall be reviewed by the Village Forester and work shall only be in accordance with an approved tree construction activity plan. If, in the opinion of the Village Forester, the developer has not taken the necessary precautions to preserve the tree asset, the Village may issue a stop order on all site development work in progress.

3. Tree Plan Approval

   The criteria for approving a tree plan shall include all applicable requirements of Village codes and ordinances, as well as the following:

   a. General design.

   b. Planting specifications.

   c. General environmental considerations.

   d. Preservation in a natural state of forested land.

   e. Extent of existing tree coverage.

   f. Techniques for the preservation and protection of existing trees during construction.

F. GRADING

1. Permits Required

   No entity shall alter, cause or permit the alteration of any existing land grade, contour or drainage pattern in any manner, whether or not pursuant to building, grading or other permits, without first complying with all applicable regulatory requirements and the provisions of these Standards and obtaining a grade alteration permit or approval. Copies of permits from regulatory agencies shall be provided to Village Engineer.

2. Lot Grading

   With the exception of water features, ponds, and detention facilities, grading of parking lots and rear, front, or side yards within the Village shall be performed to prevent minor ponding of water exceeding 12 inches in the event of complete failure of the storm sewer system.

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Overland flow routes for storm water runoff shall be adequately identified, sized and located within public drainage and utility easements for the 24-hour, 100-year storm event.

Turf area grading shall be between 1.0 percent and 30 percent slope. Slopes over 20 percent shall be sodded and staked. Slopes over 30 percent with engineered stabilization measures may be approved by the Village Engineer at their discretion.

Residential driveway grades on all lots, as measured from the top of curb to the finished garage floor, shall be between 1.5 percent and 8 percent. Slopes between 8 percent and 10 percent may be approved by the Village Engineer at their discretion.

3. Drainage

All grading activity shall maintain positive and controlled drainage patterns that will not unreasonably block flow from nor divert flow to, adjoining property.

4. Lot Grading Certification

At the time of final occupancy, and after landscaping, the developer's licensed engineer shall furnish to the Village Engineer a 95 percent certification statement and as-built topographic plans. The statement shall indicate the finished lot grades around all structures conform to the approved grading plan and that each lot drains properly. The as-built topographic plans shall have the results of an elevation survey of the completed work demonstrating as-built grades adjacent to the approved proposed elevations.

G. STREAM PRESERVATION

1. Purpose and Need

The developer of a parcel adjacent or tributary to an existing drain, reach or tributary of a river or stream shall remove and dispose of obstructions, overgrown vegetation, trash, debris, construction materials, and shall improve the existing channel's ability to carry floodwater, and clean out blockages of a channel caused by overgrowth, debris, and sediment deposits.

2. Design Considerations

Bank stabilization activities required by the Village Engineer shall be undertaken by the developer to discourage illegal dumping, improve the aesthetic value, and reduce future maintenance costs. The developer shall permanently permit vehicular access for maintenance work through recorded easements.

3. Inspection and Maintenance

The Village Engineer and Director of Public Works shall jointly review improvements and routinely inspect the adjacent stream to reduce the possibility of storm water conveyance and nuisance problems.

H. INSPECTION REQUIRED BEFORE PLANTING

A 48-hour advance notification to the Department of Public Works is required prior to planting to allow sufficient time for inspection of any trees, shrubs or landscaping required by any applicable code, ordinance, agreement or approved plan.

I. TURF PLANTING

All pervious areas within dedicated public right-of-way shall be graded and seeded or sodded in accordance with the Illinois Department of Transportation Standard Specifications for Road and

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Bridge Construction, latest edition. Restoration work shall be performed to the satisfaction of the Village Engineer.

1. Topsoil Placement

   Topsoil shall be furnished and placed to a depth of 6 inches. The work to be done includes preparing the subgrade, removal of surplus earth, filling all irregularities or depressions in the planting area due to settlement, weathering or other causes, furnishing, placing, raking, and rolling topsoil, and removal of debris. The topsoil furnished shall be pulverized and screened consisting of loose, friable, loamy, non-acid soil, rich in organic matter and free from clay and other objectionable matter.

   Before topsoil is placed, the subgrade shall be shaped, trimmed, and finished to accommodate the desired amount of topsoil to bring the area to the proper finished grade. The subgrade shall be tilled to a depth of 2 inches to provide a suitable bond with the topsoil. The topsoil shall be deposited and spread over the planting surface and firmed by rolling to leave a smooth surface.

2. Sodding

   Furnishing and placing sod shall include preparing the ground surface and furnishing, transporting, and placing the sod and other materials required in the sodding operation. Sod shall be a well-rooted mixture of Kentucky Bluegrass and conform to the Illinois Department of Transportation Standard Specifications for Road and Bridge Construction.

   Sod which has been cut more than 36 hours prior to being placed shall not be used without the approval of the Village Engineer. All sod in stacks shall be kept moist and protected from exposure to the sun, wind, and from burning. Agricultural ground limestone and nutrients shall be included as required. Initial and additional waterings shall be performed in accordance with the Standard Specifications for Road and Bridge Construction. Supplemental watering may be required due to weather conditions.

   The guarantee period for sodding shall extend to April 15th of the year following installation. Any defective, dead or dying sod shall be removed and replaced within that period.

3. Seeding

   Seeding may be approved at the discretion of the Village Engineer. Developer shall furnish and spread an approved seed mixture and apply mulch via an approved method.

4. Growth Required

   An established growth of live turf at a height of not less than two inches shall be required prior to issuance of a final certificate of occupancy for buildings on the project site.

J. NATIVE PLANTING

These standards detail the procedures required to successfully establish native plant communities. Upon successful establishment, native vegetation can provide water quality benefits by filtering sediments and pollutants from stormwater runoff. Additionally, the floral diversity created by these plantings will provide a valuable habitat for wildlife, as well as a unique and aesthetically pleasing landscape.

Native plants shall be selected based on the land use for which they are proposed. Plants mixes shall conform to the plant mixes identified in the Appendix.

- Emergent Mix shall be used in areas designed to have perennial standing water.

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- Wet to Mesic Mix shall be used between the normal water level and high-water level associated with stormwater management facilities.
- Low Profile Prairie shall be used in all other areas.

1. Contractor Qualifications

   Contractors chosen for the establishment and enhancement of natural areas shall be experienced in the restoration, installation, and management of said areas. Qualified personnel shall be available, at all times, to identify non-native and native plants by genus and species. The goal of installing successful native plant communities is a long-term process. It is imperative that a qualified contractor perform the initial installation and maintenance.

2. Quality and Condition
   a. Native seed shall be obtained from sources east of the Mississippi River, within the same EPA Level III Ecoregion as the project site (Central Corn Belt Plains).
   b. Native seeds shall be blended by the vendor, and the mixture and ratio shall be guaranteed in writing to be as specified. The amount of seed indicated on the design specifications shall mean the total amount of pure live seed (PLS) per acre for all species listed. It is the sole responsibility of the contractor to provide approved seed that meets industry-standard PLS requirements.
   c. Contractor shall provide the Village Engineer with the name and location of the seed supplier, origin of the various kinds of plants, and a statement of the purity of the seed.
   d. Seed shall conform to applicable State and Federal regulations as in effect on the date of approval. Unless otherwise specified, seed shall not contain in excess of 1 percent weed seeds; 0 percent is desirable.
   e. All storage requirements, stratification, and scarification considerations shall be the sole responsibility of the contractor.
   f. Mycorrhizal inoculants shall be palletized and mixed at 1 lb. per acre with the fine seeds before installation. The inoculants shall contain a diverse mixture of Glomales fungal species (Glomus spp.) in palletized form.
   g. Under no circumstances shall Wheat (Triticum aestivum), Cereal Rye (Secale cereale), Perennial Rye (Lolium perenne), or Barley (Hordeum vulgare) be used as a temporary cover crop or otherwise be incorporated into the approved seed mix.

3. Handling
   a. The contractor shall be solely responsible for the proper handling and storage of the seed according to the best seed handling and storage practices, including fungicide treatments and stratification considerations.
   b. All native seeds shall be packed and covered in such a manner as to ensure adequate protection against damage and maintain dormancy while in transit, storage, or during planting operations.
   c. Seed shall be kept dry and unopened until needed for use. Seed shall not be stored or temporarily stored in locations or vehicles where the temperature will be in excess of 90 degrees F.

4. Site Preparation
   a. The contractor shall be responsible for performing all work necessary to achieve and maintain an acceptable seedbed prior to seeding. All areas shall be properly prepared before seeding begins. Underground utility location maps and plans should be reviewed prior to work.

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Equipment having low unit pressure ground contact shall be utilized within the planting areas.

b. The seedbed shall be prepared by working the topsoil to a depth of 3 inches. Site preparation equipment shall be of a design that can be utilized efficiently by the contractor to meet the requirements for the work specified.
c. Prior to seeding, at least 6 inches of topsoil shall be present and free of all clods, stones, roots, sticks, rivulets, gullies, crusting, and cracking. The soil aggregate size will be no greater than 2 inches in the largest diameter.
d. If present, compacted soils shall be disked or raked prior to seeding. Remedial measures for the access area may include ripping from 12 to 18 inches of the soil horizon prior to disking. If compaction is not a concern, and the seedbed needs to be loosened prior to seeding to ensure good seed-soil contact, disking or raking shall be performed using appropriate equipment.
e. If needed, cultivation shall occur within 24 hours prior to seeding. Seeding should occur immediately after the last cultivation and preferably before rain.

5. Seed Installation

a. Seeding shall be performed using a Truax drill, Truax Trillion seeder, or comparable equipment designed specifically for installation of native seed. For areas where site conditions preclude the use of specialized equipment, seed may be installed through hand broadcasting and lightly raking in the seed. Hand broadcast seed shall be spread at twice the specified rate.
b. Prior to starting work, all seeding equipment shall be calibrated and adjusted to sow seeds at the proper seeding rate. In general, the optimum seeding depth is 0.25 inch below the soil surface.
c. Equipment shall be operated in a manner to ensure complete, uniform coverage of the entire area to be seeded and to avoid damage to existing woody plants.
d. Seeding and soil firming shall not be done during periods of rain, severe drought, high winds, excessive moisture, frozen ground, or other conditions that preclude satisfactory results.
e. To achieve best results, seed boxes should be kept more than one-quarter full at all times and ground speed should be no more than 2 to 3 mph.
f. Seeding operations must occur when soil moisture is appropriate for seeding operation.
g. Native plant seed shall not receive fertilizer
h. Native plant seed shall not receive fertilizer.
i. Wet seed that is moldy or otherwise damaged in transit or storage shall not be used.
j. After seeding operation is completed, install erosion control blanket per manufacturer's specifications as necessary.

Seasonal Considerations

(1) November 1 through February 28: Seed must be protected from displacement due to water and wind erosion. Seeding on bare, graded surfaces must be protected with double netted erosion control blankets on slopes. Seed drilled into existing vegetation or on flat ground not subject to erosion may need only minimal erosion protection. Less cover crop will be observed during the following spring due to frost damage.

(2) March 1 through June 29: Seeding during this period is appropriate but germination of a portion of the seed may not occur until the following season due to lack of cold

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stratification to break seed dormancy. Cover crop generally germinates within 2-3 weeks of seeding operation.

(3) June 30 through September 15: Installation of native seed should be suspended unless irrigation can be provided, or unseasonably cool conditions persist. Annual forbs planted with the mix during this time period may germinate but not have sufficient time to flower before fall senescence.

(4) September 15 through October 31: Seeding on bare, graded surfaces must be protected with double netted erosion control blankets on slopes. Seed drilled into existing vegetation or on flat ground not subject to erosion may need only minimal erosion protection. Less cover crop will be observed during the following spring due to frost damage,

6. Plugging Implementation
   1. Plugs shall be installed in the spring or other date guaranteed by the contractor.
   2. Plugs shall be planted in a hole dug with a trowel, spade, planting bar, or suitable instrument such that the hole is of a minimum diameter and depth to accommodate the plug, with its roots, without damage.
   3. The soil excavated from the planting hole should be used to backfill around the plant and lightly packed to secure the roots in the soil.
   4. If planting is delayed more than six hours after delivery, store plugs in the shade, protect from the weather and mechanical damage, and keep them moist and cool. All plugs should be planted within 24 hours of delivery.
   5. Plugs shall be obtained from a reputable nursery or grown from seed. Plugs shall not be collected from wild populations of plants.
   6. Waterfowl exclusion shall be constructed around plug areas in a manner to protect new plantings from depredation. Fencing shall be constructed of 1 inch wire mesh or comparable material two feet in width. Posts shall be metal T-posts or 2”x 2” wood stakes. Posts shall be 4 to 6 feet in length dependent on soil structure within the emergent planting area. String shall be strung across the tops of the exclusion structures to prevent aerial entry by waterfowl.

7. Erosion Control Blanket

   All native planting areas shall be covered with erosion control blanket suitable for site conditions including slope and expected submergence. Erosion control blanket shall be installed within 24 hours after an area is seeded.

8. Signage

   "No Mowing and/or Dumping" or other signage should be installed along the perimeter of native planting areas or as indicated on the plan to define the boundary of the naturalized area.

9. Native Management Plan

   The developer shall be required to submit a management plan for native planting areas to guide establishment, monitoring, and maintenance of these areas. Additional information can be found within Appendix. At a minimum the management plans shall include the following:

   1. Identification of responsible parties for monitoring and maintenance activities both short term and long term
   2. Identification of funding sources and levels for monitoring and maintenance activities

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3. Acceptance standards
4. Annual reporting requirements to the Village on progress of vegetation development relative to the acceptance standards.
5. Annual inspection and monitoring activities
6. Annual maintenance activities

K. GUARANTEES

Trees and plantings shall be guaranteed for a period of two years from the date of final approval or acceptance.

Sodding and turf shall be guaranteed through April 15th of the year following final approval or acceptance.

L. MAINTENANCE AND MANAGEMENT

Shrubbery or bushes existing in the dedicated right-of-way of any street shall not exceed 30 inches in height and shall not obstruct sight distances or otherwise be detrimental to public health, safety or welfare.

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APPENDIX
PLAN REVIEW CHECKLIST

***General Plan Requirements**:*

- □ Digital copy in PDF provided.
- □ Drawings sealed by a Professional Engineer.
- □ NAVD 1988 datum benchmark and location provided.
- □ Name, address, and telephone number of plan preparer shown on drawings.
- □ Project Location Map and Street Address provided.
- □ Scale no less than 1" = 10' and no greater than 1" = 50'.
- □ North arrow and scale bar on all appropriate plan sheets.
- □ Title block information is complete including Project Name, Revision Date, Page Number.
- □ Appropriate Northbrook Standard Details incorporated.
- □ Easements, agreements, plats, legal document review.

***Permitting**:*

- □ Cook County Department of Transportation and Highways
- □ Illinois Department of Transportation
- □ IEPA Water Supply Construction (public water main)
- □ IEPA Sanitary Sewer (public sanitary sewer or population equivalency of 15 or greater)
- □ IEPA Storm Water ILR10
- □ Metropolitan Water Reclamation District of Greater Chicago Watershed Management Permit
- □ North Cook County Soil & Water Conservation District

Water System:

- □ Fire protection flow evaluation if necessary.
- □ Water main protection in accordance with IEPA.
- □ Dead legs not permitted.
- □ Minimum 12-inch clearance from other utilities.
- □ Water main material specification per approved Standard.

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- □ Tracer wire with locating points.
- □ Fire hydrants within 150 feet of residential property.
- □ Fire hydrants within 100 feet of commercial fire department connection.
- □ Fire hydrant spacing does not exceed 300 feet.
- □ Locations and elevations for fire hydrants, valve vaults, and valve boxes.
- □ All mainline valves in vaults.
- □ Valve spacing not to exceed 1,200 feet.

Sanitary Sewer:

- □ Available capacity of existing sewer confirmed.
- □ Sanitary sewer shown with diameter, material, lineal footage, and slope.
- □ Sewer pipe shall be SDR26 PVC with minimum 4-foot cover.
- □ Sanitary manholes shown with rim elevations and pipe inverts.
- □ Sanitary manhole spacing not to exceed 400 feet for pipe 15 inches or less diameter.
- □ Drop manholes to conform to Standard Detail.
- □ Inspection manholes as required and approved by MWRDGC.
- □ Connection detail to existing public sanitary sewer shown.
- □ Sanitary sewer lateral shown with diameter, material, lineal footage, slope, and clean-outs.

Stormwater Drainage Systems:

- □ Stormwater report including complete hydrologic and hydraulic analysis all sewer and detention facilities.
- □ Storm sewer shown with diameter, material, lineal footage, and pipe slope.
- □ Sewer pipe shall conform to IDOT SSRB requirements - CMP and VCP shall not be allowed.
- □ Storm inlets and manholes shown with rim elevations and pipe inverts.
- □ Downspouts and sump discharge locations shown. Sewer connections in SDR26 PVC.
- □ Location of drainage courses, cross sections, and flow-line profile slope provided.
- □ Channels a minimum 30 feet from residential structures, measure from top of bank.
- □ Driveway culverts only permitted with no storm sewer system.
- □ Culverts sized for 25-year rain event, minimum 12-inch diameter, reinforced concrete pipe material.
- □ Detention basin location, required volume, side slopes, normal and high-water marks, release rates, and overflow routes.

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- □ Protective guard rail or fencing required at dropoff locations.
- □ Willow tree removal required within 75 feet of storm facilities.
- □ Long term operation and maintenance plan provided.

Pavement:

- □ Street classification, pavement width, crown, structural number, and curb and gutter verified.
- □ Plan, profile, and cross sections checked at connection to existing pavement.
- □ Pavement section checked against minimum requirements for HMA or PCC.
- □ Sidewalk required both side of streets, 5 feet wide, and cross section per Standard Detail.
- □ Bicycle facilities per Master Plan.

Roadway Lighting:

- □ 2 sets of complete plans required for review and approval.
- □ Luminaire mounting height and light distribution type verified.
- □ Illuminance values verified.
- □ Conduit location, size, and conductor plan provided.
- □ Conduit installed 2 feet behind curb.
- □ Ground wire required in all conduit.
- □ Cable runs shall not exceed 400 feet without a handhole.
- □ Handholes shall be precast or cast in place concrete.
- □ Ground rods provided at controllers or disconnect locations.
- □ Light pole foundation details provided.

Parking Lot Lighting:

- □ Illuminance values verified.
- □ Glare shields as required.
- □ Post top not to exceed 15 feet in height adjoining residential.
- □ Wall mounted not to exceed 25 feet in height and maximum spacing of 4 times mounting height.

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Grading and Landscaping:

- □ Tree and shrub removal and protection plan provided.
- □ Complete grading and landscape restoration plans provided.
- □ Turf areas shall not exceed 30 percent grade.
- □ Sod required in area over 20 percent grade.
- □ Stream preservation and maintenance plan required when applicable.
- □ 6 inches topsoil required.
- □ Long term operation and maintenance plan required for native planting areas.

CERTIFICATE BY APPLICANT: I have read and understand the checklist and requirements of the guidelines provided, and agree to conform to the Permit conditions and other applicable requirements of the Village.

X _____

Design Engineer

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APPENDIX
AS-BUILT CHECKLIST

As-built drawings of all infrastructure improvements shall be furnished to the Village prior to the Village's final inspection and acceptance of the improvements. The following items shall be included on all as-built plans and must be signed and sealed by the engineer of record as being correct and complete.

General Submittal Requirements:

□ One Electronic ASCII Point File(s).

□ The ASCII Point File should be as a point number followed by the point's raw data: Northing, Easting, Elevation, and Point name (Raw Point Description) Code format – comma delimited, on CD. Example:

Point Number	Northing	Easting	Elevation	Description

□ Two (2) complete sets of paper (blueline or blackline) drawings (24"x36")

□ All electronics drawings in disc format shall be provided in state plane coordinates as approved by the Village Engineer.

□ All surface features for the site and underground utilities shall be located in the state plane coordinate system using electronic surveying techniques. Elevations shall be based on the NAVD 1988 datum.

□ The datum source for all horizontal and vertical control shall be provided with the as-built submittal.

□ Developer shall submit paper and electronic copies, in a format approved by the Village Engineer, for review and verification of as-built information.

□ Any required revisions shall be performed at the expense of the developer and complete revised drawings shall be resubmitted for approval by the Village Engineer.

Sanitary and Storm Sewer Improvements:

□ All structures shall include rim elevations, invert elevation of the structure and all pipes, structure diameter, and all pipe diameters.

□ Pipe information shall include lineal footage from center to center of structures, diameter of pipe, pipe material, and as-built slope.

□ Service pipe shall be depicted using the best available information including contractor field notes, as-built field measurements, televising information, service stub witness post locations, and service stub markers. Pipe material and size shall be provided.

□ All force mains shall include lineal footage, pipe diameter, pipe material, discharge elevations, and as-built routing.

Water Distribution Improvements:

□ All valve vaults, valve boxes, hydrants, and buffalo boxes shall include rim or bottom flange elevations.

□ Top of pipe elevation shall be provided for water main pipe in valve vaults.

□ Top of valve elevations shall be provided for all valves in boxes including at hydrants.

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- □ Water main pipe shall be identified by pipe diameter and material type.
- □ Water services shall be identified by pipe diameter and pipe material from field notes or as-built drawings.

Grading and Stormwater Management Facility Improvements:

- □ Detention basin locations shall include elevations of the normal and high-water levels and shall include calculations of the required versus as-built volumes for review.
- □ As-built side slopes of detention basins shall be provided at intervals required by the Village Engineer
- □ The installation of restriction features on the outlet system shall be verified for proper installation and sizing in accordance with the approved plans.
- □ Deviations from the approved design of stormwater detention systems shall require revised stage-storage-discharge tables for as-built conditions as required by the Village Engineer.
- □ Overflow routes shall be clearly identified including location, size, and elevations.
- □ As-built grades shall be provided along all constructed drainage ways. Cross sections shall be provided as required by the Village Engineer.
- □ As-built Landscaping to be provided on the final approved Landscaping Plan.

CERTIFICATE BY APPLICANT: I have read and understand the checklist and requirements of the guidelines provided, and agree to conform to the Permit conditions and other applicable requirements of the Village.

X _____

Design Engineer

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APPENDIX
NATIVE LANDSCAPING

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B. PLANT MATERIAL 2
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A. GENERAL

These specifications detail the standards and procedures required to establish native plant communities. Upon successful establishment, the native vegetation will provide water quality benefits to the surrounding area by filtering sediments and pollutants from stormwater runoff generated on-site. The floral diversity created by these plantings will provide a valuable habitat for wildlife, as well as a unique and aesthetically pleasing landscape.

The Village Engineer may issue an updated listing with approval of the Village Manager should information for either the Illinois Department of Natural Resources and/or the University of Illinois Extension Service Cook County update information related to native plate material information.

B. PLANT MATERIAL

Table 1. Emergent Mix

Scientific Name	Common Name	Amount/acre
Permanent Matrix		**Plugs**
Acorus calamus	Sweet Flag	300
Juncus effusus	Soft Rush	900
Eleocharis erythorpoda	Red Rooted Spike Rush	200
Iris virginica shrevei	Blue Flag	200
Scirpus pungens	Common Three Square	500
Scirpus validus	Great Bulrush	500
Sparganium eurycarpum	Common Bur Reed	900
	Total	**3500 Plugs**

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Table 2. Wet to Mesic Seed Mix

Scientific Name	Common Name	Amount/acre
Temporary Matrix		**Seed (lbs.)**
Avena sativa	Seed Oats	32.0
Elymus virginicus	Virginia Wild Rye	4.0
Lolium multiflorum	Annual Rye	4.0
	Total	**40.0 lbs.**
Permanent Matrix		**Seed (lbs.)**
Andropogon gerardii	Big Bluestem Grass	.25
Asclepias spp.	Milkweed species	0.063
Aster laevis	Smooth Blue Aster	0.016
Aster novae-angliae	New England Aster	0.031
Aster praealtus	Willow Aster	0.031
Calamagrostis canadensis	Blue Joint Grass	0.063
Carex annectens xanthocarpa	Small Yellow Fox Sedge	0.063
Carex bebbii	Bebb's Oval Sedge	0.063
Carex normalis	Spreading Oval Sedge	0.063
Carex vulpinoidea	Brown Fox Sedge	0.125
Cassia fasciculata	Partridge Pea	0.250
Elymus canadensis	Canada Wild Rye	1.000
Epilobium coloratum	Cinnamon Willow Herb	0.015
Eupatorium perfoliatum	Common Boneset	0.015
Hypericum pyramidatum	Great St. John's Wort	0.063
Iris virginica shrevei	Blue Flag	0.125
Leersia oryzoides	Rice Cut Grass	0.375
Liatris spicata	Marsh Blazing Star	0.188
Lobelia siphilitica	Great Blue Lobelia	0.031
Mimulus ringens	Monkey Flower	0.031
Monarda fistulosa	Wild Bergamot	0.063
Panicum virgatum	Switch Grass	0.250
Parthenium integrifolium	Wild Quinine	0.125
Petalostemum purpureum	Purple Prairie Clover	0.250
Physostegia virginiana	Obedient Plant	0.063
Pycnanthemum virginianum	Common Mountain Mint	0.063
Ratibida pinnata	Yellow Coneflower	0.250
Rudbeckia hirta	Black-eyed Susan	0.250
Scirpus atrovirens	Dark Green Rush	0.500
Silphium laciniatum	Compass Plant	0.188
Silphium perfoliatum	Cup Plant	0.250
Solidago riddellii	Riddell's Goldenrod	0.063
Solidago rigida	Stiff Goldenrod	0.125
Sorghastrum nutans	Indian Grass	.25
Spartina pectinata	Prairie Cord Grass	0.188
Vernonia fasciculata	Common lronweed	0.031
Veronicastrum virginicum	Culver's Root	0.063
Zizia aurea	Golden Alexanders	0.031
	Total	**5.489 lbs.**

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Table 3. Low Profile Prairie

Scientific Name	Common Name	Amount/acre
Temporary Matrix		**Seed (lbs.)**
Avena sativa	Seed Oats	32.0
Lolium multiflorum	Annual Rye	4.0
	Total	**36.0 lbs.**
Permanent Matrix		**Seed (lbs.)**
Allium cernuum	Nodding Wild Onion	0.13
Amorpha canescens	Lead Plant	0.13
Andropogon scoparius	Little Bluestem Grass	4.0
Anemone spp.	Anemone species	0.09
Asclepias sullivantii	Prairie Milkweed	0.03
Asclepias syriaca	Common Milkweed	0.03
Aster azureus	Sky-blue Aster	0.09
Aster ericoides	Heath Aster	0.03
Aster laevis	Smooth Blue Aster	0.13
Aster oblongifolius	Aromatic Aster	0.06
Bouteloua curtipendula	Side-Oats Grama	5.0
Cassia fasciculata	Partridge Pea	0.25
Coreopsis lanceolata	Sand Coreopsis	0.5
Coreopsis palmata	Prairie Coreopsis	0.02
Echinacea pallida	Purple Coneflower	0.03
Echinacea purpurea	Broad-Leaved Purple Coneflower	0.5
Elymus canadensis	Canada Wild Rye	4.0
Eryngium yuccifolium	Rattlesnake Master	0.13
Koeleria cristata	June Grass	.5
Lespedeza capitata	Round-Headed Bush Clover	0.13
Liatris aspera	Rough Blazing Star	0.03
Pannicum viratum	Switch Grass	.5
Parthenium integrifolium	Wild Quinine	0.13
Penstemon digitalis	Foxglove Beard Tongue	0.125
Petalostemum candidum	White Prairie Clover	0.02
Petalostemum purpureum	Purple Prairie Clover	0.5
Potentilla arguta	Prairie Cinquefoil	0.03
Pycnanthemum spp.	Mountain Mint species	0.03
Rosa carolina	Pasture Rose	0.13
Rudbeckia hirta	Black-eyed Susan	0.5
Rudbeckia subtomentosa	Sweet Black-eyed Susan	0.02
Silphium laciniatum	Compass Plant	0.03
Silphium terebinthinaceum	Prairie Dock	0.03
Solidago graminifolia	Grass-leaved Goldenrod	0.02
Solidago juncea	Early Goldenrod	0.01
Solidago nemoralis	Old-Field Goldenrod	0.13
Sporabolus heterolepsis	Prairie Dropseed	.25
Tradescantia ohiensis	Common Spiderwort	0.06
Verbena stricta	Hoary Vervain	0.13
Zizia aurea	Golden Alexanders	0.06
	Total	**15.506 lbs.**

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C. EROSION CONTROL

1. The developer shall be fully responsible for implementing erosion control measures within prescribed planting areas.

2. North American Green (NAG) C125 or approved equivalent shall be installed 3 feet above and below the normal water level. This shall include the safety shelf before it is submerged. NAG S150 or approved equivalent shall be installed on all slopes greater than or equal to 3:1 and covering all fall or winter plantings. NAG S75 or approved equivalent shall be used to cover all other planted areas.

Table 4. Erosion Control Blanket Details

Blanket Type	Location
NAG C125	3 feet above and below NWL including safety shelf if not submerged
NAG S150	Slopes >= 3:1 and fall or winter plantings
NAG S75	All remaining planted areas

D. CLEAN-UP AND PROTECTION

1. Equipment and materials shall be stored in a location approved by the Village Engineer. Keep pavements clean and work areas and adjoining areas in an orderly condition.

2. Protect landscape work and materials from damage due to landscape operations or operations by other trades. Maintain protection during installation and maintenance periods. Treat, repair, or replace damaged landscape work.

E. INSPECTION

1. The Village reserves the right to inspect all seeds and plants either at place of growth or on site before planting for compliance with requirements for name, variety, size, quantity, quality or mix proportion.
2. The developer is to keep records of the certificates of composition or invoices of seed mixtures and integrity of plant materials with respect to species, variety, and source after purchase.
3. The developer is to notify the Village within 5 days after completing plantings in each area.

F. MANAGEMENT PLANS

The developer shall submit for review and approval a long-term operation and maintenance plan and a 5-year monitoring and maintenance program for all naturally landscaped areas. To facilitate implementation and compliance, the landscape plans should include the outline of the monitoring program and anticipated management for the 5-year period. The monitoring program should include:

- proposed acceptance standards
- annual monitoring of vegetation development
- a proposed process for mid-course corrections
- annual reporting requirements to the Village on progress of vegetation development relative to the acceptance standards.

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G. REPORTING

1. Following substantial completion, the developer shall submit documentation that natural area landscape revegetation has been completed. Nursery packing lists indicating the species and quantities of materials installed shall accompany this notice.
2. Annual reports shall include a location map, a summary of annual monitoring observations, a description of management performed during the year, a tabular summary of annual progress relative to acceptance standards, representative photographs, and a list of recommendations for management during the upcoming year.

H. NATURALIZED LANDSCAPE ACCEPTANCE CRITERIA

1. Within 3 months of seed installation, or 3 months after the start of the growing season following dormant seeding, at least 90 percent of the seeded area, as measured by aerial cover, shall be vegetated or otherwise stabilized against erosion.
2. Naturalized landscapes shall have no areas devoid of vegetation greater than 3 square feet of aerial coverage.
3. Seeded areas shall have no rills or gullies greater than four inches wide by four inches deep, and basin shorelines shall not have more than six inches of cut as a result of erosion.
4. Emergent areas shall have a minimum of 35 percent ground cover with an average cover of 50 percent and other wetland and prairie areas shall have a minimum of 35 percent ground cover with an average of 60 percent by perennial species in the approved plant list or native species with native coefficient of conservation (C-) values of at least 2 (per Plants of the Chicago Region (Indiana Natural Science) by Swink and Wilhelm, current edition).
5. Naturalized landscapes shall have a minimum of 30 percent presence by perennial species seeded or planted for the permanent matrix or native species with C-value of at least 2 (per Plants of the Chicago Region (Indiana Natural Science) by Swink and Wilhelm, current edition).
6. Installed woody materials shall be alive, in healthy condition, and representative of the species.
7. No more than 25 percent cover in any specific plant community (e.g., emergent zone, prairie slope zone) shall be individually or collectively dominated by non- native or weedy species.
8. None of the three-most dominant species may be non-native or weedy, including but not limited to Canada thistle (Cirsium arvense), common reed (Phragmites australis), reed canarygrass (Phalaris arundinacea), sweet clover (Melilotus spp.), Kentucky bluegrass (Poa pratensis), purple loosestrife (Lythrum salicaria), barnyard grass (Echinochloa crus-galli) or sandbar willow (Salix interior) unless otherwise indicated on the approved planting plan.
9. Cattails (Typha spp.) do not count towards the 25 percent weed criterion provided they represent no more than 20 percent cover.

I. RESPONSILBE PARTIES

1. The developer shall be responsible for ensuring vegetation establishment is progressing and for funding and implementing the 5-year management and maintenance plan for establishing a naturalized landscape associated with the proposed project. The developer may elect to contract management and maintenance services to a third party to ensure proper implementation.
2. Following Village verification that the site has achieved the landscape acceptance criteria, management of the naturalized landscape in the long-term will be performed by the property owner.

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J. MONITORING METHODOLOGY

1. Monitoring shall be performed for a minimum of 5 years after planting is substantially complete, and until acceptance standards are met, as verified by the Village.
2. Annual vegetation monitoring will occur in August, September, or early October. Meander survey methodology will involve taking 5 to 10 representative site photographs and a review of at least 20 percent of each vegetative community to identify the following:
    a. the limits of all vegetation areas by general community type and dominant species within each planting zone (e.g., wetland and prairie zones),
    b. all plant species (native and non-native) in each planting zone,
    c. the 5 most dominant species within each planting zone,
    d. the percent survival of planted species,
    e. the approximate percent ground cover by perennial species (with C-value of 2 or higher) within each planting zone,
    f. erosion and sedimentation problems
    g. water level or drainage problems,
    h. areas of bare soil larger than 3 square feet, and
    i. observations on specific management strategies necessary to achieve acceptance requirements.

K. NEAR-TERM MANAGEMENT

1. Undesirable Plant Control—various means of weed control shall be employed, as appropriate, and may include mechanical control, chemical control, and/or biological control.
    a. Mechanical Control: Mechanical control of nuisance plant species typically includes cutting, mowing or the digging up individual plants by hand. In many cases, cutting or mowing a plant before its seeds mature will minimize further spread. For general mowing of swaths of vegetation, mowers should be set to a height of 12+ inches above the ground surface or to a height that treats weedy species yet minimizes impacts on desirable plants.
    b. Chemical Control: For aggressive weeds, an appropriate herbicide shall be applied. Because of the potential for damage to native plant communities the use of preventative herbicides will be limited to problem areas and problem species for which manual control is ineffective. Aquatic herbicides will not be used to treat algal blooms. Herbicide use will be in strict compliance with all application rates, procedures, warning labels, applicable codes, standards, and best management practices.
    c. Biological Control: An alternative to chemical treatment, use of biological controls for purple loosestrife will be considered provided site conditions are appropriate to support and maintain the insect population.
2. Wildlife Management
    a. Pesticides shall not be used broadly or routinely at the mitigation site other than mosquito abatement. Pesticides shall be used only for specific and localized problem areas as determined by a Village-approved landscape restoration specialist with experience in installation and development of native plant communities, should such areas occur. Standard application procedures and precautions for chemical application in wetland areas will be followed.
    b. Control of nuisance species such as geese and ducks may be performed if monitoring indicates such species are responsible for poor plant establishment and performance. The method will be determined by a Village-approved landscape restoration specialist.

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3. Manmade debris such as paper, plastic, metal, and concrete shall be removed from the developed area every other month between March and November. Debris will be disposed of at an appropriate off-site trash receptacle or hauled to an approved dumpsite.
4. Turf management chemicals shall not be used within areas of naturalized plantings unless specifically prescribed by and per the direction of a Village-approved landscape restoration specialist. If used, special care shall be taken to not apply fertilizers when inclement weather is forecast.

L. 5-YEAR MANAGEMENT SCHEDULE

The following provides a general schedule of management and maintenance tasks for installation and establishment of naturalized landscapes. The actual schedule and tasks performed in any given year may differ based on specific recommendations from a Village- approved landscape restoration specialist.

1. Year 1 Management Actions
    a. Mowing to a height of 6 to 8 inches may be performed when vegetation reaches a height of 12 inches. (Note: Weekly mowing at turf lawn height will NOT be performed.) If clippings shade the ground or smother the remaining plants, they will be bagged for off-site disposal or otherwise dispersed. The last mow will be timed so that vegetation can grow to a height of 8 to 10 inches before winter.
    b. Weeding will avoid damaging the native plantings and be timed to prevent development of weed seeds. For aggressive biennial and perennial weeds, herbicide will be selectively applied. Turf management chemicals will not be used on native plantings except as directed by a Village-approved landscape restoration specialist.
    c. Debris and litter shall be removed every other month between 1st of March to the 31st of October to prevent floating materials from clogging the outlet. Debris will be disposed of at an appropriate off-site trash receptacle.
    d. Other potential responsibilities may include, but are not limited to, access restriction enforcement, insect or pest control, erosion repairs, and wildlife management. The need for other management actions will be determined on a quarterly basis when performing general maintenance visits for dam embankments and control structures.
2. Year 2 Management Actions
    a. Seeded area will be mowed close to the ground as possible in early spring and the cuttings uniformly raked over the area or bagged. If raking method is used clippings shall not overly shade the ground or smother remaining plants. If annual weeds remain a problem, an additional mow will be performed during mid to late June, with the mow height set to 12 inches.
    b. Weed management will emphasize control of biennial and perennial weeds. Biennial weeds targeted for control include sweet clovers (Melilotus spp), Queen Anne's lace (Daucus carota), and teasel (Dipsacus spp.). Proper weed control may require multiple treatments and will be performed at times that will provide maximum treatment effectiveness.
    c. Other management practices will include debris and litter removal, access restriction enforcement, and erosion control and repairs as needed. Additional management tasks may include insect or pest control, reseeding or replanting in targeted areas, wildlife management as determined on a quarterly basis when performing general maintenance visits for dam embankments and control structures.
    d. If there is sufficient fuel, a prescribed burn may be attempted at the end of the second growing season, provided proper permits from the local authorities.

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3. Year 3-5 Management Actions
    a. Typical management beginning in the third growing season involves the use of prescribed fire in combination with mechanical and chemical methods for controlling aggressive biennial and perennial weeds.
    b. Prescribed burns for naturalized landscapes require a permit from the local authorities and are typically conducted between mid-October and April as weather and site conditions permit. If prescribed burning is not practical, mowing in late fall or very early spring will be substituted for burning. The burn-replacement mow will occur at a height of two inches, with cut material bagged for off-site disposal.
    c. Management of aggressive weeds will continue. Other management practices will include debris and litter removal, access restriction enforcement, and erosion control and repairs as needed. Additional management tasks may include insect or pest control and reseeding or replanting in targeted areas, wildlife management as determined on a quarterly basis when performing general maintenance visits.
    d. Reseed any bare unvegetated areas to attain a minimal 90% site coverage.

M. LONG-TERM OPERATION AND MAINTENANCE PLAN

A maintenance plan for the ongoing maintenance of all native landscaped areas is required prior to plan approval. The plan shall include:

1. Maintenance tasks and the type and frequency of maintenance of all components of the planting areas.
2. The party responsible for performing the maintenance tasks.
3. A description of dedicated sources of funding for the required maintenance.
4. Measures to prohibit mowing, littering, and illegal dumping in these areas.

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APPENDIX
STANDARD DETAILS

WATER DISTRIBUTION SYSTEMS & APPURTENANCES

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2. Sanitary Drop Manhole Connection Detail SS-2
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STORM WATER DRAINAGE SYSTEMS & APPURTENANCES

1. Storm Manhole Standard SW-1
2. Catch Basin Standard SW-2
3. Storm Inlet Standard SW-3
4. Frame and Grate Standard SW-4
5. Catch Basin with Flow Reducer – Small Residential SW-5
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8. PVC Yard Drain Detail SW-8
9. Sump Pump Connection Detail SW-9

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1. Combination Curb and Gutter P-1
2. Type B Curb Detail P-2
3. Standard Residential Driveway Detail P-3
4. Standard Commercial Driveway Detail P-4
5. PCC Sidewalk Detail P-5
6. PCC Sidewalk In Dripline Detail P-6
7. Concrete Street Patching Detail P-7
8. Curb Ramps for Sidewalks Standard P-8
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10. Accessible Parking Detail.....P-10
11. Stabilized Construction Entrance Detail (2 pages).....P-11

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2. Street Light Pole Foundation Detail R-2
3. Street Light Standard Detail R-3
4. Handholes R-4
5. Buried Cable Trench Detail R-5

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SECTION I

ADMINISTRATION

~~A. PURPOSE~~

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D. AMENDMENTS 4
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Attachment: Exhibit B - Engineering Standards Final Tracked Changes to Original (6840 : A Resolution Authorizing Updates to the Northbrook

Attachment: Exhibit B - Engineering Standards Final Tracked Changes to Original (6840 : A Resolution Authorizing Updates to the Northbrook

A. PURPOSE

The purpose of this document is to present standards and specifications for the design of public and private improvements that will result in uniform, long-lasting, quality construction. It is not intended as a substitute for good engineering judgment, and it anticipates that actual design work will be done by qualified professional engineers.

These standards also expect and require only the highest quality in construction procedures, workmanship, and finished product. Defective, inappropriate, damaged, or unacceptable construction, as determined by the Village Engineer, ~~will~~shall be removed and replaced at no expense to the Village.

The design and construction of certain types of improvements also falls under the legal responsibility of other public agencies in addition to the Village. The requirements of these other public agencies must also be met while being in conformance with these Village standards. ~~In addition~~Where conflict arises, the more stringent regulation shall govern as approved by the Village Engineer. Additionally, any and all permits and bonds required by these other agencies must also be secured in addition to providing the bonds and guarantees required to protect the Village.

These regulations shall be applicable to all lands within the corporate limits of the Village and in contiguous unincorporated territory within ~~one and one-half (~~1~~-1/2)~~½ miles of the corporate limits of the Village in accordance with ~~Chapter 109 of the Illinois Revised Statutes~~65 ILCS 5.

All ~~interpretations~~interpretation of ~~this~~the Village ~~Improvement~~ Standards and Specifications for Public and Private Improvements manual ~~are~~is reserved for the Village Engineer or ~~his~~their duly appointed representative. These standards apply whenever any person requests development, is performing development of land, redevelopment or subdivision of land, and shall be done in conformance with this manual.

The Village Engineer is authorized to approve an alternative to a particular improvement standard based on ~~his/her~~their professional engineering judgment that the alternative equals or exceeds the standard.

B. REFERENCES

The following ~~items~~publications are hereby ~~adopted~~incorporated by reference.

1. ~~1.~~ "Zoning Code," Village of Northbrook, current edition.

2. ~~2.~~ "Subdivision and Development Code," Village of Northbrook, current edition.

3. ~~3.~~ "Municipal Code," Village of Northbrook, current edition.

4. ~~4.~~ "Standard Specifications for Water and Sewer ~~Main~~ Construction in Illinois," published by the Illinois Society of Professional Engineers, latest edition.

5. ~~5.~~ ~~"Manual of Procedures for the Administration of Sewer Permit Ordinances," published by the~~"Watershed Management Ordinance," Metropolitan Water Reclamation District of Greater Chicago, latest edition.

6. ~~6.~~ "AWWA Standards," published by the American Water Works Association, latest edition.

7. ~~7.~~ "Guide for Determination of ~~Required~~Needed Fire Flow," published by the Insurance Services Office, latest edition.

8. ~~8.~~ "Standard Specifications for Road and Bridge Construction," published by the Illinois Department of Transportation, latest edition.

9. ~~9.~~ "Highway Standards," and "District 1 Specific Standards," published by the Illinois Department of Transportation, latest edition.

10. ~~10.~~ "Drainage Manual," published by the Illinois Department of Transportation, latest edition.

"Manual on Uniform Traffic Control Devices for Streets and Highways," published by the Federal Highway Administration and "Illinois ~~Department of Transportation, latest edition.~~

11. ~~11.~~ "~~Design~~Supplement to the Manual~~,~~" on Uniform Traffic Control Devices," published by the Illinois Department of Transportation, latest edition.

12. ~~12.~~ "Bureau of Local Roads and Streets Manual," published by the Illinois Department of Transportation, latest edition.

13. "Bureau of Design and Environment Manual," published by the Illinois Department of Transportation, latest edition.

14. "Annual Book of ASTM Standards," published by the American Society for Testing and Materials, latest edition.

15. ~~13.~~ ~~"American National Standard~~"Recommended Practice ~~for~~: Lighting Roadway ~~Lighting~~and Parking Facilities," published by the Illuminating Engineering Society, latest edition.

~~14. "Landscape Specification, a Uniform Set of Workmanship Standards," published by the Illinois Landscape Contractors Association, latest edition.~~

16. ~~15.~~ "American Standard for Nursery Stock," published by ~~the American Association of Nurserymen~~AmericanHort, latest edition.

17. "Illinois Urban Manual," published by the Illinois Urban Manual Partnership, latest edition.

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18. ~~16. "Procedures and~~"Illinois Recommended Standards for ~~Urban Soil Erosion and Sediment Control in Illinois,"~~Sewage Works," Ill. Admin. Code Title 35 Part 370
19. "NASSCO Specification Guidelines," published by the National Association of Sewer Service Companies, latest editions.
20. "Fire Suppression Rating Schedule," published by the Insurance Services Office, latest edition.

21. ~~B.~~ "Lighting Roadway and Parking Facilities Standards Collection," published by the Illuminating Engineering Society, latest edition.
22. "FHWA Lighting Handbook," published by the Federal Highway Administration, latest edition.
23. "National Electrical Code," published by the NFPA, as adopted by the Board of Trustees.

C. GENERAL CONDITIONS

Open cutting roadway pavement within the Village shall not be allowed between November 1st and April 1st unless approved in writing by the Director of Public Works or Village Engineer.

D. AMENDMENTS

These standards may be amended from time to time by Resolution duly adopted by the Board of Trustees. ~~-~~However, the Village Engineer is ~~grated~~granted the authority to make periodic revisions to the standard details contained in the Appendix based on ~~his/her~~their professional judgment.

E. VARIATIONS

Upon application to the Village Engineer variations of the provisions of these Standards may be considered unless otherwise prohibited by code.

A Developer may petition the Village Manager who will make a recommendation to the Village Board of Trustees regarding the requested relief from these Standards or the determinations of the Village Engineer. The developer shall submit to the Village Manager detail in writing the specific section and relief requested demonstrating:

- The requested variation is in keeping with the overall purpose and intent of the Standards and Specifications;
- The granting of the variation will not be to the detriment of adjacent properties;
- The granting of the variation will not be contrary to the public health, safety and general welfare; and
- An instance of usage does not set a precedence for future use.

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SECTION II

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A. GENERAL

~~Regardless of size, all developments within the corporate limits or~~ All development under the ~~control~~jurisdiction of the Village of Northbrook shall include provisions for construction of water distribution and service facilities complete with valves, fire hydrants, and other appurtenances designed in accordance with the standards herein. ~~-~~Where more than one building is located or planned on one parcel of property, or ~~when water main construction is required on the property for~~where fire protection is required, the proposed ~~phased development~~ initial phase of construction shall ~~also~~ include all water main construction and appurtenances.

The design of all water distribution system improvements proposed for construction as independent projects under the control of the Village shall meet these technical requirements and the ~~Illinois EPA.~~requirements of the Illinois Environmental Protection Agency (IEPA).

~~B. REFERENCES~~

~~Specification references made herein for manufactured materials and installation such as pipes, hydrants, valves and fittings refer to standard specifications as referenced in Section I-G.~~

~~C~~B. ENVIRONMENTAL PROTECTION AGENCY

Water main design and construction shall in all respects be in accordance with the regulations of the IEPA Division of Public Water Supplies~~, Environmental Protection Agency, State of Illinois.~~ . An ~~Illinois EPA~~IEPA Public Water Supply Construction Permit ~~must~~shall be obtained prior to construction commencing.

~~D~~C. PUBLIC EASEMENTS AND UTILITIES

All public water main extensions shall be located within publicly dedicated rights-of-way or easements. ~~-~~If located within an easement, the easement ~~must~~ shall be centered on the pipe and appurtenances and extend 10 feet to either side ~~of the water main~~.

~~Underground utility work cannot commence until all~~ To protect existing ~~public and private~~ utilities ~~are field located. Call J.U.L.I.E. at 1-800-892-0123 at least 72 hours in advance.~~

~~All necessary precautions shall be taken against damage to existing utilities. In the event of a break in an existing water main, gas main, sewer or~~ all underground ~~cable, the contractor shall~~

~~immediately notify a responsible official from the organization operating the utility interrupted. The contractor or developer shall lend all possible assistance in restoring service and shall assume all costs, charges or claims connected with the interruption and repair of such services.~~

~~In the case of damage to Village utilities, the repairs~~ utility work shall be ~~immediately~~ performed ~~by the contractor, or the cost of such repair work will be billed to the contractor or developer on a time and material basis plus fringe, overhead and administrative costs~~in accordance with the Illinois Underground Utility Facilities Damage Prevention Act and JULIE Excavator Handbook.

~~E~~D. SYSTEM EXTENSION

Extensions to the water distribution system shall form a complete network and be compatible with the existing water system network. ~~-~~Mains shall be extended to the property lines along public rights-of-way and at any location indicated by the Village Engineer. As required by the Village Engineer, the developer shall have the proposed water main improvements added to the Village's water system model to verify the capacity of the existing system to support the new development.

Transmission mains within or adjacent to a development shall be sized and located as directed by the Village Engineer. ~~Secondary~~Distribution mains shall form a grid, be sized, looped, and spaced as required for water quality and fire flows, and shall have a minimum diameter of ~~eight (~~8~~)~~ inches. Dead legs shall not be allowed.

~~Distribution mains shall form a grid to supply water to the local fire hydrants and service lines. At all locations, a minimum diameter of eight (8) inches is required. In all cases, all water mains, including service mains and hydrant "stubs", in excess of 100 feet shall be looped, unless specifically otherwise approved by the Village Engineer and Director of Public Works.~~

The proposed system extension shall be arranged so that~~, in~~ the ~~event~~isolation of ~~a break in~~ any section of main~~, minimal service interruption will be caused and in no case~~ will require closure of no more than ~~three (~~3~~)~~ valves~~.~~ and minimize the interruption of service.

~~For purposes of water main design, maximum daily consumption for water main design shall be based on the following table:~~

~~Type of Establishment~~	~~Unit~~	~~Maximum Daily Consumption Gal/day/unit*~~

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	Residential	Occupant	160
	Shopping Centers	Employee (1 shift)	110
	Store	Employee (1 shift)	70
	Offices	Person (1 shift)	50
	Warehouse	Employee (1 shift)	30
*	Industrial	Person (1 shift)	75
*	Restaurant	Meal Served	10
	Theater	Per Seat	10
	Hotel	Per Guest	80
*	Schools	Per Student	25

* Quantities are exclusive of processed water requirements which must be estimated and added.

FE. MAIN OVERSIZING

When the construction of a transmission main is deemed necessary by the Village Engineer, Director of Public Works and/or Fire Chief, the additional incremental construction cost to oversize the water main in the same location may be accommodated by a recapture agreement or borne by the Village if so accepted and authorized by the Board of Trustees.

GF. FIRE PROTECTION

1. Anticipated Fire Flow Loadings

If required by the Village Engineer or Fire Chief, the design engineer shall show, in a separate report to both the Village's Engineering Department and the Fire Prevention Bureau, that at various locations, selected by the Village Engineer, the proposed water main system will supply the required fire flows in excess of domestic consumption demands. A "C" factor of 100140 may be used for oldnew water main pipe or 140 for new ductile iron pipe (cement lined)and the "C" factor shall be assumed. reduced by 5 for each decade of age. A minimum fire flow requirement of 1200 gpmGPM, 20 p.s.i.,psi, residual gallons per minute should be used for single-family residential fire flow calculations. The Fire Department jointly with the Engineering Department shall determine the minimum required fire flows for other proposed developments.

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2. Private Booster Pumps for Fire Protection

No pump shall be installed without specific approval of the Fire Prevention Bureau. The Standards of the National Fire Protection Association have been adopted by reference in the Village Building and Fire Prevention Code. Proper backflow prevention devices are required in accordance with the Illinois Plumbing Code (77 Ill. Adm. Code 890.1510 and I.E.P.A. Technical Policy Statements 35 Ill. Adm. Code 653.801 et seq.).

HG. INSTALLATION REQUIREMENTS

1. Horizontal and Vertical Separation

All water mainsmain pipe shall maintain minimum ten (10) feet horizontal and eighteen (18) inch vertical separations from any sewer lines,be protected in accordance with theIEPA requirements of the Illinois Environmental Protection Agency. If the IEPA separations cannot be met, then adequate provisions for protection of the water supply must meet the requirements of the IEPA and Village. . There shall be a twelve (minimum 12) -inch vertical separation from all othernon-sewer utilities.

IH. MATERIAL SPECIFICATIONS AND DETAILS

All water main pipe, be it a new installation, replacement and/or repair, 1. Water Main Pipe

Pipe shall be furnished in nominal 18-to-20-foot laying lengths as supplied by the manufacturer. Each pipe shall have the manufacturer's mark and year in which the pipe was manufactured in addition to the current AWWA, thickness class, pressure class, diameter, and listing standards.

Pipe shall be ductile iron cement-lined bituminous coated pipe, Class 52 (minimum). Class 55 is to be usedspecified for a working pressure of 150 psi. Higher pressure or thickness classes of pipe may be required when installed outside of the right-of-way, in rear or side yards, in casings, and whereas otherwise specified by the Village Engineer. All ductile iron pipe shall have

Ductile Iron Pipe

Ductile iron water main pipe shall be minimum thickness Class 52, cement lined, bituminous coated and comply with AWWA C151. Pipe shall be encased in an 8--mil. thick polyethylene encasement installed in accordance with the manufacturer's instructions. Polyethylene encasement shall be secured to the pipe main with plastic tie straps.

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1. ~~Ductile Iron~~*Polyvinyl Chloride* *Pipe*

~~All ductile iron~~
Polyvinyl chloride water main pipe shall have a minimum DR18 pressure rating and comply with AWWA ~~Standard Specifications for ductile iron pipe, Centrifugally Cast in Metal Molds or Sand-Lined Molds for Water or Other Liquids - AWWA C151.~~C900.

~~Special consideration of alternate pipe materials may be allowed by the Village Engineer if highly corrosive soils or special site conditions exist.~~

~~(a) Ductile iron pipe shall conform to AWWA Specifications C151. Normal working pressure shall not exceed 150 p.s.i. Pipe shall be furnished in nominal eighteen (18) foot laying lengths.~~

~~(b) Ductile iron pipe shall be bituminous coated outside and cement - mortar lined inside as specified in Section 51-8.2 of ANSI A21.51 (AWWA C151).~~

~~Each pipe shall have the weight and class designated on it. In addition, the manufacturer's mark and year in which the pipe was manufactured shall be marked on the pipe.~~

~~(c)~~ *Tracer Wire*
Tracer wire shall be installed with all water main and shall be a minimum #12 AWG single strand copper or copper clad conductor with blue colored 30 mil minimum thickness HDPE insulation or as approved by the Engineer. Tracer wire shall be placed alongside the pipe between the 3 o'clock and 6 o'clock position, and fastened at minimum of 5 foot intervals within the limits of the initial backfill. Tracer wire shall extend through all valves and fittings and shall be brought up to grade inside all valve vaults and with fire hydrants.

Tracer wire shall not be looped and underground splices shall be performed using locking connectors or lugs specifically designed for direct bury applications.

Tracer wire termination or access boxes shall be installed as required by the Village Engineer.

All new tracer wire installations shall be tested by the developer at the developer's expense using low frequency line locating equipment. Testing shall be observed by the Village Engineer who shall be the final authority for approval. Testing shall be performed prior to public improvement acceptance. Continuity testing in lieu of actual line locating shall not be accepted.

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Fittings

All underground fittings and related fittings/hardware shall be ductile iron and connected to ~~sections of~~ water main pipe by means of mechanical joints with Grade ~~#~~304 stainless steel ~~bolts and Grade #300 stainless steel series nuts to conform to ASTM A193 and ASTM A194 or approved push-type joints. Where threaded rods are required, they shall be stainless steel Grade #304 with Grade #300 nuts.~~

fasteners. All fittings shall be encased in high-density cross-laminated polyethylene encasement.

All fittings shall meet current AWWA C110 ~~(ANSI 21.10), Ductile Iron and Gray Iron Fittings four (4) inches through forty-eight (48) inches for water and other liquids.~~.

~~All ductile iron pipe water distribution system elements shall conform to the following specifications:~~

~~2.~~ Pipe ~~class thickness - ANSI A21.50 (AWWA C150), (minimum thickness, Class 52)~~

~~- Pipe - ANSI A21.51 (AWWA C151)~~

~~- Pipe lining - ANSI A21.4 (AWWA C104)~~

~~- Fittings - ANSI 21.10 (AWWA C110)~~

~~-~~ Joints ~~- mechanical and push-on, ANSI A21.11 (AWWA C111)~~

~~- Polyethylene encasement (8 mil) - ANSI A21.5 (AWWA C105)~~

~~2. Pipe Joints - Ductile Iron Water Main~~

~~(a) Slip Joints~~

Sections of water main pipe shall be connected by means of slip joints, consisting of bells ~~cast integrally~~extruded with the pipe which have interior angular recesses conforming with the shape and dimensions of a rubber sealing gasket, the interior dimension of which is such that it will admit the insertion of the spigot end of the joining pipe in such manner as to compress the gasket tightly between the bell of the pipe and the inserted spigot, thus securing the gasket and sealing the joint.

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The lubricant used in conjunction with ~~the~~ slip joints shall be ~~one~~NSF approved and as recommended by the ~~supplier of commercially processed animal fat~~ pipe or ~~vegetable shortening.~~

~~(b)~~ fitting manufacturer.

Mechanical joint pipe shall meet the above requirements. ~~Bolting materials~~Fasteners shall be Grade 304 stainless steel ~~with Grade #304 bolts and Grade #300 nuts.~~.

3. Restrained Joints ~~– Ductile Iron Pipe~~

The unbalanced forces at pipe bends, tees, etc., shall be restrained by transmitting those forces of the pipe wall by means of ~~rigid~~ concrete thrust blocks, ~~retaining~~mechanically restrained joint restraining glands ~~or~~, a ~~bolt/~~tie rod system~~. If bolt/tie rod system is used, rods (~~, field locking gaskets, or a combination of these systems to stabilize the pipe. Mechanical systems shall consist of Grade #304~~), bolts (Grade #304) and nuts (Grade #300) must be~~ stainless ~~steel and poly wrapped. Restrained joints where required, shall be US pipe TR flex retainer weldment and locking segment system or~~ fasteners and shall include polyethylene encasement. Mechanically restrained joint systems shall be approved ~~equal~~by the Village Engineer.

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4. Flanged Joints

Flanges for ductile iron fittings, companion flanges and castings shall be in conformity with the current ANSI B16.1, "Cast Iron Pipe Flanges and Flanged Fittings", Faced and Drilled, Class 125. Flat-faced flanges shall be used where the mating flange is flat-faced.

All flanged joints shall be made with one-eighth (1/8) inch thick red rubber gaskets, full face, and shall conform to AWWA C110.

5. Thrust Blocks

Thrust blocks and/, mechanical joint restraints, or restrained jointscombinations of these systems are required at all valves, hydrants, tees and bends. Engineering drawings shall indicate the location of each concrete thrust block to be installed. Where undisturbed earth is not available or not likely to be available to back up pressure type concrete thrust blocks, the design engineer shall specify tie rods or retaining glandsmechanically restrained joints with or without anchor type concrete thrust blocks.

All thrust Thrust blocks shall be precast concrete block or poured within place Class XSI concrete. When poured, care shall be taken so that as approved by the cement does not interfere with access to joints or with hydrant drainage. Village Engineer.

65. Fire Hydrants

(a) Type:

Fire hydrants with auxiliary valves shall be the break flange type and shall be Traverse City Model TVC-5 or Mueller Super Centurian A423, as detailed on the make and model shall conform to the current Standard Detail contained in the AppendixW-1.

(b) Spacing:

Fire hydrants shall be installed so that residential property will not be further than one hundred and fifty (150) feet from a fire hydrant. Fire hydrants shall be provided so as to provide the required fire flows to structures as described in the "Fire Suppression Rating Schedule," latest edition, published by the Insurance Service Office. ".

Where water transmission lines or offsite water lines are installed on private property, the first private hydrant must be installed at no more than ~~five hundred (~~a 500~~)~~ foot interval distance from the street hydrant and at ~~three hundred (~~300~~)~~ foot intervals thereafter to the most remote point of the building. ~~-~~Commercial areas require a fire hydrant within 100 feet of a ~~building siamese connection~~building's Fire Department Connection.

~~(c)~~ Installation Specifications:

~~(~~1) The hydrants shall be installed to meet the requirements as indicated on the Standard Detail ~~in the Appendix~~.

~~(~~2) Fire hydrants shall be typically installed not further than ~~seven (~~7~~)~~ feet nor less than ~~four (~~4~~)~~ feet from the back of curb. ~~-~~Parking lots shall be designed to provide not less than ~~fifteen (~~15~~)~~ feet of hydrant clearance on one side of the hydrant on which a steamer or hose connection is located to permit ~~easy fire truck~~ access.

~~7~~6. Valves

Valves shall be located on water mains ~~so as~~ to effectively isolate the sections from the system with minimal disruption should a ~~break or other failure occur. The valves' spacing~~ shutdown be required. Valves shall be ~~installed so~~spaced such that not ~~over six hundred sixty 660~~more than 1,200 feet of main will be shut off at any given time~~, or less in commercial and industrial areas or multi-family, PUD, as deemed necessary by the~~. The Village Engineer ~~unless the Village Engineer permits~~may require closer spacing ~~at greater intervals~~of valves.

Valves ~~ten (10) inch~~12 inches and smaller shall be iron body, resilient seat gate valves, ~~counter clockwise~~and conform to ~~open, (~~AWWA ~~C 509); twelve (~~C509. Valves over 12~~)~~ inch ~~and larger~~diameter shall be iron body, rubber seat, butterfly valve, Class 150B, conforming to AWWA C504.

All valves shall open ~~counter clockwise~~counterclockwise and flange ends shall conform to AWWA C111.

~~Joint end - mechanical, AWWA C111~~

~~All nuts and bolts shall be as specified in Section II. I. 1 (c).~~

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8 Pressure testing against existing water main valves will not be permitted. Developer shall remove and replace existing valves prior to testing new main to ensure protection of the water supply.

7. Valve Vaults

Valve vaults shall be watertight and provided for each valve and shall be precast reinforced concrete circular barrel and cone sections (ASTM C478) with mastic watertight joints. The exterior of all valve vaults shall be treated with waterproofing materials.

For six (6) inch diameter service line valves and eight (8) inch diameter valves, valve vaults shall have a forty-eight (48) inch

Water Valve or Tap Size	Minimum Valve Vault Diameter
Less than 10-inch	48-inch
10-inch or 12-inch	60-inch
14-inch or 16-inch	72-inch
Greater than 16-inch	84-inch
Pressure Tap on 8-Inch	60-inch
Pressure Tap on 10-inch or 12-inch	72-inch
Pressure Tap on 14-inch or 16-inch	84-inch
Pressure Tap over 16-inch	96-inch

A minimum inside diameter. For pressure connections and valves ten (10) inch diameter and larger, valve vaults shall have a sixty (60) inch inside diameter.

of 2 inches of precast adjusting rings shall be installed on every structure. No more than three (3) precast concrete adjusting rings with twelve (12) an 8-inch maximum height adjustment shall be allowed. Two butyl rubber sealant strips shall be installed between adjusting rings, the structure, and the casting.

98. Castings

Manhole frame and solid cover shall be Neenah No. R-1772C, embossed "WATER" with a one (1) inch concealed pick hole1772 in yardnon-pavement areas orand Neenah R-1712 with a one (1) inch pick hole1713 in a paved area.areas. Covers shall have concealed pick holes and embossed "WATER".

10. Auxiliary Resilient Seat Valves (Valves shall be by Clow, Mueller or Waterous as follows or as approved by the Village Engineer and Director of Public Works:

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~~Resilient seat - Mueller Valve - hydrant auxiliary - #2360-16 flange/mechanical.~~

~~Resilient seat - Mueller Line Valves - A-2360-20 - Size 4" 10" - mechanical/mechanical.~~

~~Waterous Auxiliary Valve - AFC-2500 - D.I. - flange/mechanical.~~

~~Waterous Line Valve - AFC-2500 - D.I. - mechanical/mechanical.~~

~~Clow - Line Valve - R/W - #F-6100. - mechanical/mechanical.~~

~~- #F-6106. - mechanical/flange.~~

~~Butterfly Valves - Pratt Groundhog - Mueller Lineseal III (Model #B3211).~~

~~11~~9. Air Release Valves

Air release valves shall be placed on the water main at high points as deemed necessary by the design engineer ~~and/~~or the Village Engineer to serve as air vents preventing air locking of the water main. ~~These air~~Air release valves shall be of the ~~Apco 200 A type~~APCO Body Style 200A or an approved equivalent. ~~All~~Valve vaults for air release valves shall be ~~placed in vaults~~sized according to Pressure Tap sizing.

~~12~~10. Sampling Tap

~~Three-quarter (~~Copper testing whips and minimum 3/4~~)~~ inch ~~(minimum)~~lead free bronze corporation cocks shall be installed in all water ~~mains at intervals not exceeding six hundred (600) feet.~~

~~The contractor must notify the Engineering Department at least twenty four (24) hours in advance to arrange for appropriate pressure testing and water samplings. All water samples will be sent by the Village to a State of Illinois certified testing lab for coliform bacterial analysis. Samples will be taken at 24 and 48 hour intervals after chlorination.~~

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~~The contractor must notify the Public Works Department at least forty-eight (48) hours in advance to arrange for existing~~ main valve ~~operation for putting new mains in service~~vaults.

~~13~~11. Water Service Line

The water service line and connection shall be in accordance with the ~~Standard Detail in the Appendix~~Water Service Detail. The minimum size for a residential water service shall be a minimum of 1-1/2 inch in diameter.

~~J~~I. CONSTRUCTION REQUIREMENTS

1. ~~1.~~ Pipe Installation

~~Pipe~~ shall be installed in accordance with "Standard Specifications ~~For~~for Water and Sewer Main Construction in Illinois~~" latest edition,~~", the applicable AWWA standards ~~including C600~~, and the requirements of the Village Engineer.

2. ~~2.~~ Backfill

Excavation in existing pavement shall be backfilled to the pavement base layer with controlled low strength material unless otherwise approved by the Village Engineer.

Water main constructed via open cut within 3 feet of existing pavement or across proposed pavement shall be backfilled with approved granular backfill, thoroughly compacted in 8-inch lifts in place.

3. Water Services Less Than 4 Inches Diameter

~~The~~ required minimum ~~one (~~1~~)~~ 1/2 inch diameter Type K copper line ~~(Type K)~~ shall be laid in a trench at a minimum depth of ~~five and one-half (~~5 1/2~~)~~ feet.

~~Excavation~~ in existing pavement shall be backfilled to the pavement base layer with controlled low strength material unless otherwise approved by the Village Engineer.

Sewers constructed via open cut within 3 feet of existing pavement or across proposed pavement shall be backfilled with approved granular backfill, thoroughly compacted in 8-inch lifts in place.

The water service line for each property shall be laid from the buffalo box (B-Box) into the building, through a water meter and then into the plumbing system of the building. All plumbing shall conform, at a minimum, to the Illinois Plumbing Code (77 Ill. Adm. Code 890).

~~The maximum length of a non-looped water service shall be 150 feet as measured from the main to the building.~~

~~The~~ The location of the ~~buffalo box (~~B-Box~~)~~ shall be sawcut in the curb as a "~~w,~~"W" and the location field marked with a painted "blue" 4~~"~~ x 4~~"~~ hardwood timber installed vertically.

~~The~~ The B-Box shall be located in the center of the lot frontage and located in the street right-of-way or street easement.

~~No~~ No meter will be placed into service until an inspection of the existing building's plumbing system has been made by Village personnel to insure positive and permanent disconnection of previous well water supply and adequate flushing and disinfection. ~~There~~ There shall be no ~~intermingling~~cross connection of the municipal and individual well water supplies in the building's plumbing. ~~Continued~~ Continued use of a well water supply is permitted for non-domestic benefit (sprinkling and irrigation, etc.) only if the potable Village water supply is completely physically disconnected from the non-Village supply.

~~An~~ An approved backflow prevention device shall be installed wherever, in the Director of Development's opinion, such installation is necessary in order to comply with the Illinois Plumbing Code (77 Ill. Adm. Code 890~~) and I.E.P.A. Technical Policy Statements (35 Ill. Adm. Code 680).~~). All backflow prevention devices or methods required shall ~~be approved by~~ conform to the ~~Research Foundation for Cross Connection Control of the University of Southern California, American Water Works Association, American Society of Sanitary Engineering, or American National Standards Institute and certified by the National Sanitation Foundation to be in compliance with applicable industry specifications~~Illinois Plumbing Code.

~~The~~ The water meter must be installed within the building at a ~~visible~~ location ~~with the meter reading through a glass block ten inch by ten inch (10" x 10") and~~ which ~~insures~~ensures protection from freezing, allows convenient access for ~~repairs and~~repair, replacement, periodic reading ~~from the exterior,~~ and is as close to the supply line entrance as possible. ~~A meter remote may be used if approved by the Director of Public Works.~~

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4. ~~3.~~ Connections to Existing Mains

~~All~~ connections to the Village water distribution system shall be made under full water service pressure unless otherwise approved by the Village Engineer. ~~Where connections are made to existing valves, said valves shall be pressure tested at 150 p.s.i. before connection is made.~~

~~4~~5. Pipe Cutting

~~The~~ cutting of pipe for inserting valves, fittings or closure pieces shall be done in a neat and workmanlike manner without damage to ~~cement lining~~the existing pipe and so as to leave a smooth end at right angles to the axis of the pipe.

~~5. Sheeting and Bracing~~

~~Sheeting and bracing may be placed in the ditch, as may be necessary, for the installation of the work.~~

~~Sheeting and/or bracing shall be progressively removed as the backfill is placed in such a manner as to prevent the caving in of the sides of the trench or excavation and to prevent damage to the work.~~

~~Sheeting which is placed shall not be removed until the backfill has been placed and thoroughly compacted. While sheeting is being withdrawn, all vacancies shall be carefully filled with sand, free from silt, rammed into place, puddled or otherwise firmly compacted.~~

~~The contractor is responsible for the construction techniques, procedures and compliance with O.S.H.A. standards to insure a safe and proper installation.~~

~~6.~~ Steel Casing Pipe for ~~Augering~~Auger Boring or Tunneling

~~Circular~~ steel casing pipe for ~~augering~~auger boring or tunneling shall ~~be fabricated to a minimum of 0.375 inches thick rolled sheet steel wall, of the diameter specified, with a continuous circular one-half (1/2) inch bead weld and shall meet the requirements of A.S.T.M. A-120. Ends of casing pipe shall be filled inside with pea gravel blown in and casing ends sealed with brick and mortar after main has been inserted.~~ conform to the approved and permitted plans. Stainless steel casing spacers and rubber

end seals are required on all installations. Record drawings are required for casing location and elevation.

~~K~~J. WATER MAIN ~~PRESSURE~~ TESTING ~~AND DISINFECTION~~

~~1. Pressure Test~~

~~(a) Each section of~~ All water main and ~~appurtenances without services shall be hydrostatically tested by the contractor and witnessed by the Village. Any defects or leaks shall be corrected by the contractor at his expense before proceeding.~~

~~(b) All newly laid water main pipe shall be subjected to a hydrostatic pressure of one hundred fifty (150) pounds per square inch. Duration of each pressure test shall be for a period of not less than two (2) hours. Each valved section of main shall be filled with water and the specified test pressure shall be applied by means of a pump connected to the pipe. Allowable leakage shall be computed in accordance with AWWA C 600, Section 4.1 guidelines.~~

~~Before applying the specified test pressure, all air shall be expelled from the pipe. Any cracked or defective pipes, fittings, valves, or hydrants discovered in consequence of this pressure test shall be removed and replaced and the test repeated until satisfactory results are obtained.~~

~~2. Preliminary Flushing~~

~~Prior to chlorination, the main shall be flushed as thoroughly as possible with the water pressure and outlets available. Flushing shall be done after a successful pressure test has been completed.~~

~~3. Disinfection~~

~~(a) Reference:~~

~~All water mains shall be disinfected and~~ service line 4-inches and greater shall be tested according to the ~~requirements of the "Standards for Disinfecting~~ Standard Specifications for Water ~~Mains," AWWA C651, Section 5, and as required by the standards in this~~

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Manual. All and Sewer Main Construction in Illinois or as approved by the IEPA. The contractor shall notify the Engineering Department at least 48 hours in advance to arrange for observation of the testing, disinfection shall be performed by a state registered firm exhibiting experience in the methods and techniques of this operation and shall be approved by the Village, and sampling.

The preferred point of application of the chlorinating agent shall be at the beginning of the pipeline extension or any valved section of it and through a corporation stop in the top of the newly laid pipe.

Water from the existing distribution system or other source supply shall be controlled so as to flow slowly into the newly laid pipeline during the application of chlorine (maximum 50 ppm) (gas preferred).

Valves shall be manipulated so that the strong chlorine solution in the line being treated will not backflow into the existing line supplying the water.

(b) Retention:

The retention period shall be at least twenty-four (24) hours. After the chlorine-treated water has been retained for the required time, the chlorine residual at the pipe extremities and at other representative points should be at least 25 ppm.

In the process of chlorinating newly laid pipe, all valves or other appurtenances shall be operated while the pipeline is filled with the chlorinating agent.

(c) Final Flushing, Sampling and Analysis:

Twenty-four (24) hours after chlorination, all treated water shall be thoroughly flushed from the newly laid pipeline at its extremities until the replacement water, throughout its length shall, upon test and receipt of laboratory results, be approved as safe water by the Village Engineer. This quality of water delivered by the new main should remain for a period of at least two (2) full consecutive days as demonstrated by laboratory examination of samples taken from taps on two (2) consecutive days under Village supervision. Water samples should be taken at all dead ends and at 600-foot intervals on main lines before and after flushing. Samples must be taken on two (2) consecutive days.

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~~Bacteriological analysis of the samples shall be performed by a laboratory certified by the Illinois Department of Public Health. Should the initial treatment result in an unsatisfactory bacterial test, the procedure shall be repeated until satisfactory results are obtained. Results of the analysis shall be transmitted by the laboratory directly to the Village Engineer. Test results shall indicate the date the sample was collected, the date the analysis was made, the exact locations at which samples were taken and the project at which the samples were collected. Once all water sample results have been determined to be acceptable, the new main should be placed in service and all water service taps may then be made under pressure on the live main.~~

~~L. CONSTRUCTION WATER~~

~~Construction water is hereby defined as that unrestricted supply of municipal water required by the various trades involved in building construction for concrete, masonry, painting, plastering, cleanup and other related purposes, which is paid per schedule as part of the building permit fee. The water use privilege intended by this charge does not include water used for landscaping or trench jetting. This water must be metered (obtain meter from Public Works). Hydrant use is not allowed without permission from the Director of Public Works and use of a meter and check valve.~~

~~The construction water usage privilege will terminate upon installation of the water meter.~~

~~No water service deposit shall be required of any developer or building contractor for any new construction awaiting future transfer of ownership (sale). This waiver of Village policy is based upon the existence of other performance controls on such construction and to ease the administrative burden of handling interim deposits.~~

~~M~~K. WATER METERS ~~& PITS~~

It will be the responsibility of the general contractor to contact Public Works ~~(Customer Service, 272-4711)~~ for an appointment to install Village water meters. Installation of water meters must occur prior to final inspection and occupancy approval by the ~~Building~~Development Department.

In general, cold water displacement meters, manufactured in accord with AWWA Standard C700 shall be used for domestic and lower usage commercial buildings. For larger users, compound meters meeting AWWA Standard C702 shall be used. Compound meters shall be single register.

~~Remote readers shall be required at all locations. In structures using one (1) inch meters, glass blocks (10" x 10") shall be installed with meters utilizing remote readers conforming to AWWA Standard C707. All other locations shall be supplied with meters having encoder remote readers conforming to AWWA Standard C706. In some applications, subject to approval by the Plumbing Inspector and Public Works Director, propeller meters (AWWA C704) or turbine meters (AWWA C701) may be used.~~

~~N~~L. WATER SERVICE DISCONNECTION

Disconnection of the water service from the water main shall be completed prior to demolition or elimination of a building or property that has existing water service supplied to it from the Village.

Water services with tapping saddles 2-inches and smaller shall be shut off at the corporation stop and have a brass cap installed on the stop. Direct taps or deteriorated tapping saddles shall be removed completely and a stainless-steel repair clamp shall be installed over the tap location to seal the main. This operation shall be performed under pressure to ensure the integrity of the public water supply.

Water services larger than 2-inches shall be removed by removing the tee or valve from the main and replacing with new pipe and restraint joint pipe couplings as necessary to reestablish the integrity of the pipe main.

M. RECORD DRAWINGS

Prior to acceptance of the water distribution systems, Record Drawings must be delivered to the Village ~~Engineer.~~ in electronic and hard copy formats as approved by the Village Engineer. The Record Drawings shall indicate the location of all valves and B-Boxes, and size, location, and depth of all water lines, and shall be certified as to accuracy by an Illinois ~~Registered~~licensed Professional Engineer or ~~Registered~~Illinois licensed Professional Land Surveyor.

See As-Built Checklist for required format of As-Built submittals.

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A. GENERAL

~~Regardless of size, all developments within the corporate limits or~~ All development under the ~~control~~jurisdiction of the Village of Northbrook shall include provisions for the construction of or connection to sanitary sewerage facilities. ~~-~~ At a minimum, proposed sanitary sewer construction shall include a system of sewers between a connection to an existing sewer system at an approved location and the boundary line of each individual parcel of property within or adjacent to the development. ~~-~~Where more than one building is located or planned on one parcel of property, the proposed initial phase of construction shall include all sanitary sewer construction and appurtenances within the parcel.

The design of all sanitary sewerage facilities shall ~~also~~ meet the technical requirements of these Standards and the ~~other local sanitary districts and~~requirements of the ~~Illinois EPA.~~Metropolitan Water Reclamation District of Greater Chicago (MWRDGC).

B. SERVICE AREAS

The design plans submitted to the Village Engineer for approval shall include a map of the Ultimate Service Area. ~~-~~The Ultimate Service Area shall include the entire area proposed to be ultimately served by all or a portion of the proposed sanitary sewer.

By decision of the Village, the Ultimate Service Area may be required to be extended beyond the limits of any development. ~~-~~The additional expense for such extension of the Ultimate Service Area beyond the limits of the development may result in provisions to recover such incremental cost through a recapture ordinance.

Adequate details shall be shown on the Ultimate Service Area map relative to future sewer sizes, elevations and topography to establish the adequacy of construction plans submitted for approval to serve possible future extensions beyond the Ultimate Service Area.

C. PUBLIC EASEMENTS AND UTILITIES ~~(See Section II D, Water Distribution System~~

All public sewer main extensions shall be located within publicly dedicated rights-of-way or easements. If located within an easement, the easement shall be centered on the pipe and ~~Appurtenances - page II 3)~~extend 10 feet to either side.

To protect existing utilities all underground utility work shall be performed in accordance with the Illinois Underground Utility Facilities Damage Prevention Act and JULIE Excavator Handbook.

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D. SYSTEM CONNECTIONS

The location of proposed connections to the existing sanitary sewer system shall be approved by the Village Engineer with due regard to the available capacity of the entire system. The developer shall be responsible for providing a sewer capacity report to the Village Engineer for review and approval. The available capacity of receiving sewers shall be determined by the developer by comparing the theoretical capacity of the receiving sewer to the design flow calculated as the sum of the following factors:

- Monitored flow baseline
- Wet weather groundwater infiltration
- Rain dependent infiltration and inflow
- Proposed development peak flow

E. BASIC DESIGN STANDARDS

Sewer mains shall be designed in accordance with these standards and the ~~Manual of Procedures for the Administration of the MWRDGC Sewer Permit~~"Watershed Management Ordinance~~, the Standard Specifications for Water and Sewer Main Construction in Illinois and the Recommended Standards for Sewage Works.~~ ". The more stringent requirements contained in ~~the cited documents~~these standards shall apply.~~-~~ Sewer mains shall be of adequate size to serve the entire development proposed and, except as otherwise approved by the Village Engineer, shall be installed in the street right-of-way, or in an easement adjacent thereto. ~~-~~Sewer mains shall not be installed within ~~ten (~~10~~)~~ feet of a building. ~~The minimum sewer main size shall be an eight (8) inch internal diameter. Manholes shall be installed not more than 400 feet apart for sewers fifteen (15) inches in diameter or less, and 500 feet apart for sewers eighteen (18) inches to thirty (30) inches in diameter, at the end of each line, and all changes in grade, size, alignment, and material.~~

Before commencing the sewer layout, the developer shall confer with the Village Engineer to determine the required size and grades for any trunk sewers traversing the subdivision ~~so as~~ to complement the Village system capacity to existing MWRDGC interceptor facilities together with the estimated additional flow created by the ~~subdivision or~~ development to such facilities. ~~Construction changes required to accommodate said incremental increase shall be submitted as part of the engineering plans.~~

Sanitary sewers shall be extended to the boundary of the development along public rights-of-way and at other locations indicated by the Village Engineer.

Every effort shall be made to avoid ~~Lift Stations~~lift stations in the engineering design.

1. Design Flows and Slopes

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Average design flow for a sanitary sewer facility shall be 100 ~~gpcpd (~~gallons per capita per day~~).~~ (gpcpd). Maximum design flow for sanitary sewer lines shall be determined by MWRDGC design criteria, provided, however, that the maximum design flow for sewer laterals need not exceed 400 gpcpd and the maximum design flow for collecting sewer mains and trunks shall not be less than 250 gpcpd. ~~-~~The design engineer is to provide detailed design calculations for approval.

The design of flows, slopes, and sewerage facilities shall be in accordance with the ~~Manual of Procedures for the Administration of the MWRDGC Sewer Permit~~"Watershed Management Ordinance~~, latest edition.~~".

2. Sewer Size and Design Hydraulics

(a) Minimum sanitary sewer main size shall be ~~an eight (~~8~~) inch~~ inches internal diameter.

(b) Minimum building sanitary service sewer size shall be a ~~four (~~4~~)~~ inch internal diameter.

(c) Sewer size changes - Sanitary sewers of different diameters shall join only at manholes.~~-~~ The invert elevations shall be adjusted to maintain a uniform energy gradient by matching the 0.8 depth points of different diameters.

3. Alignment

Sewers shall be laid straight in both horizontal and vertical planes between manholes, unless otherwise approved by the Village Engineer.

4. Manholes

Manholes shall be precast concrete, waterproof to prevent infiltration, and constructed in accordance with the Village's Standard Detail.

Manholes shall be installed not more than 400 feet apart for sewers 15 inches in diameter or less, and 500 feet apart for sewers 18 to 30 inches in diameter, at the ~~Appendix~~end of each line, and all changes in grade, size, alignment, and material.

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A ~~one tenth (~~1/10th~~)~~ of a foot difference in invert elevations should be used when a change of direction of flow is necessary within the manhole. In no case shall the invert of a pipe discharge more than ~~six (6)~~24 inches above the ~~poured concrete bench.~~ invert. When ~~tying~~connecting into an existing manhole~~, all~~ the existing ~~leaks must~~structure shall be ~~sealed.~~rehabilitated as necessary to eliminate all sources of infiltration.

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A minimum of 2 inches of precast adjusting rings shall be installed on every structure. No more than 3 adjusting rings with an 8-inch maximum height adjustment shall be allowed. Two butyl rubber sealant strips shall be installed between adjusting rings, the structure, and the casting.

5. Drop Manholes

An exterior drop pipe shall be provided for a sewer entering a manhole whenever the elevation is ~~12~~24 inches or more above the manhole invert. ~~The minimum diameter of a drop manhole shall be 48 inches.~~ The minimum diameter of the drop pipe shall ~~not be smaller than the diameter of the entering sewer by more than two nominal diameters (e.g. for 12", 15" and 18" entering sewer,~~conform to the ~~drop shall be 8", 10"~~requirements of the Illinois Recommended Standards for Sewage Works and ~~12" respectively), provided that the minimum diameter of the drop pipe~~ shall not be less than 8~~".~~ inches diameter. If a smaller drop is desired, design calculations and configurations shall be submitted for review and approval by the Village Engineer.

6. Inspection Manholes

~~An inspection manhole having a minimum diameter of 48" is required for all commercial and industrial buildings. Such inspection manhole shall be constructed on the building service sewer before it connects to the sewer main, and shall not be located within the building excavations disturbed earth or closer than five (5) feet to the building. There shall be no flow into the inspection manhole except flow from the building or buildings for which the inspection manhole is intended. Only one (1) exterior manhole shall be permitted unless otherwise approved by the Village Engineer. Manholes constructed on a public sewer, or on sewers receiving other flows, are not considered inspection manholes.~~

Inspection manholes shall conform to the requirements of the MWRDGC.

7. Sewer Depth

For sewer depths less than ~~four (~~4~~)~~ feet, thickness Class 55 ductile iron cement lined ~~(Class 55)~~ pipe shall be used.

8. Lift Stations

(a) Whenever possible, sanitary sewerage gravity facilities shall be designed ~~so as~~ to avoid the necessity of providing lift stations.

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(b) Lift station and force main designs shall be submitted for review and approval by the Village Engineer prior to submission to the MWRDGC. ~~Station shall be submersible with a natural gas standby generator. Generator shall have a block heater and an automatic transfer switch and automatic exercise capability. Generator shall have an all weather enclosure. Station shall have a minimum of two pumps. The station shall also be equipped with a telemetry system as directed by the Village Engineer and Director of Public Works~~Lift stations shall be submersible with dual pumps.

~~(c) Lift stations type shall be as approved by the Director of Public Works and Village Engineer.~~

~~(d) A stand by internal combustion power source shall be provided for each lift station.~~

(c) A natural gas standby generator shall be provided for each lift station. Generator shall have a block heater and an automatic transfer switch with automatic exercise capability. Generator shall have an all-weather enclosure and be sized to power the entire station including pumps, controls, alarms, emergency lighting and other appurtenances.

(d) Lift station shall be equipped with a telemetry system and connected to the Village's existing monitoring and control system as approved by the Village Engineer.

(e) Force mains shall be ~~designed and~~ constructed of ~~cement lined, ductile iron~~polyvinyl chloride pipe ~~(Class 55) with heavy duty (8 mil) polyethylene wrap, and stainless steel nuts and bolts (~~conforming to AWWA C900 with a DR18 pressure rating or as ~~specified in Section II. I. 1 (c).~~

~~(f) A compatible telemetered alarm and communication system shall be installed and connected to the Village's existing alarm panel.~~

~~(g) Sanitary sewer pipe shall be SDR 26 PVC unless ductile iron is deemed necessary~~approved by the Village Engineer ~~(i.e. water main crossings).~~.

9. Pipe Bedding and Initial Backfill

Bedding and Initial Backfill shall consist of CA-11 crushed aggregate or washed stone~~, 1/4" to 3/4" in size~~.

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The pipe shall be laid so that it will be uniformly supported and the entire length of the pipe barrel will have full bearing. ~~-~~No blocking of any kind shall be used to adjust the pipe to grade except when concrete embedment is used. ~~–~~Bedding shall be required for all sanitary sewer~~ construction and shall be of a minimum thickness equal to 1/4th of the outside diameter of the sewer pipe but shall not be less than four inches (4").~~.

10. Separation of Sewer/Water Mains

~~Where a sewer main, lateral or building service sewer is within ten feet (10') of a water main, the water main must be at least eighteen inches (18") above the sewer. Where this is not possible, the sewer shall be constructed of ductile iron pipe or approved water main type material for a minimum distance of 10 feet on each side of the water main crossing. Reference is made to the "Technical Policy Statements" of the IEPA, Title 35, Part 653, Section 119.~~

Water main pipe shall be protected in accordance with IEPA requirements.

F. MATERIAL SPECIFICATIONS

All sanitary sewer system elements shall conform to the ~~specifications of the Manual of Procedures for the Administration of the MWRDGC Sewer Permit~~"Watershed Management Ordinance~~, latest edition.~~" and "Standard Specifications for Water and Sewer Construction in Illinois".

1. ~~-~~Sewer Main Pipe

~~(a)~~ Polyvinyl chloride (PVC) SDR 26, ASTM 3034 with joints conforming to ASTM ~~3212~~D3212. Where water main quality pipe is required, it shall conform to the requirements of Section II.

2. ~~-~~Cured in Place Pipe Liner

(a) The installation of cured in place pipe (CIPP) liner may be permitted by the Village Engineer to rehabilitate existing sewer mains or services. CIPP shall be designed and installed in accordance with the "NASSCO Specification Guidelines" for CIPP Installation and as approved by the Village Engineer.

(b) Where water quality pipe is required for protection of potable water systems CIPP shall be designed and installed in accordance with AWWA C623 and as approved by the Village Engineer.

3. Castings

(a) Manhole frame and cover - Neenah No. R-~~1712~~1713 (pavement) and

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R-1772-C (lawn), with self sealing lid, embossed "SANITARY SEWER".).

(b) Manhole steps - Neenah No. R-1981-I.

(c) Concealed pickholes with gasketgasketed cover. embossed "SANITARY SEWER".

(dc) To prevent entry of overland flow, when designated by the Village Engineer, use a watertight frame and self sealingbolted lid, with 1" closed pickhole, Neenah No. R1916R-1916 Series or East Jordon 1050 EXHD, embossed "SANITARY SEWER".

G. INSTALLATION REQUIREMENTS

1. MWRDGC/ and IEPA

Sewer system construction shall in all respects be in accordance with the regulations of the Metropolitan Water Reclamation District of Greater Chicago and Standard Specifications for WaterMWRDGC and Sewer Main Construction in Illinois, latest edition. the IEPA. No construction shall commence until copies of the approved permits are on file with the Village Engineer.

2. Sewer Service/ Stub Locations

The contractor shall keep a "field record" of all sewer services/ or stub locations by measurement to the nearest downstream manhole. Such records shall be delivered to the Village Engineer prior to scheduling testing and acceptance of the sewer construction.

Sanitary service stub location shall be field marked with a painted "red" 4" x 4" hardwood timber installed vertically.

3. Casing Pipe Sleeves for Jacking, AugeringAuger Boring or Tunneling

(a) Steel sleeves shall be 3/8 inch thick of the diameter specified, with a continuous, circular 1/2 inch bead weld and shall meet the requirements of ASTM A-120.

(b) The annular void in the casing shall be bulkheaded watertight and filled with blown in pea gravel to prevent the pipe from floating, then bulkheaded watertight.

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~~4. Sheeting and Bracing~~

~~Sheeting and bracing may be placed in the trench.~~

~~Sheeting and/or bracing shall be progressively removed as the backfill is placed in such a manner as to prevent the caving in of the sides of the trench or excavation and to prevent damage to the work.~~

~~Sheeting which is placed shall not be removed until the backfill has been placed and thoroughly compacted. While being pulled, all vacancies left by the sheeting shall be carefully filled with sand free from silt, rammed into place, puddled or otherwise firmly compacted.~~

~~The contractor is responsible for the construction techniques, procedures and compliance with O.S.H.A. standards to insure a safe and proper installation.~~

~~5~~Circular steel casing pipe for auger boring or tunneling shall conform to the approved and permitted plans. Stainless steel casing spacers and rubber end seals are required on all installations. Record drawings are required for casing location and elevation.

4. Pipe Laying

The laying of pipe in finished trenches shall be accomplished using a laser beam system to establish proper line and grade. ~~-~~The sewer line shall start at the outlet end with the spigot ends pointing in the direction of flow and shall proceed ~~toward the inlet end~~upstream with pipes abutting true to line and grade. ~~-~~The ends of the pipes shall be carefully cleaned before the pipes are lowered into the trenches.~~-~~ As each length of pipe is laid, the mouth of the pipe shall be properly protected to prevent the entrance of earth or bedding material. ~~-~~The pipe shall be fitted and matched so that when laid in the work they will form a sewer with a smooth, uniform invert.

All jointing material shall be used in accordance with the recommendations of the manufacturer.~~-~~ Each pipe shall be pushed or pulled as tightly as possible to the section in place to insure tight joints.

Sewer pipe shall not be dropped or thrown from the site delivery vehicle. ~~–~~All pipe ~~must~~shall be lowered into the trench with suitable apparatus for that purpose.

5. Inspection

~~6. Sewer Connections~~

~~General:~~

~~The following is provided to reemphasize Village requirements for the connection of the individual sanitary sewer service.~~

~~(a)~~ All sewer pipe installations and connections must be inspected by the Village. ~~This means that no~~No backfilling or closing of a sewer pipe trench ~~can be accomplished~~shall occur until specific permission to do so has been given by ~~authorized personnel representing~~ the Village~~.~~ Engineer. Upon approval, backfilling or closing of trenches ~~will~~shall be completed immediately.

~~(b~~6. Sewer Connections

(a) Connection of new sewers to existing sewers, ~~when encountered in construction,~~ shall be made as ~~ordered~~directed by the Village Engineer~~.~~. Such connections shall be made within a manhole, ~~except for individual house and drain connections. A band-seal~~connection via bell and spigot, or using a shielded, non-shear coupling ~~shall be used for connection of dissimilar materials~~.

~~(c~~ (b) When connections are made to sewers, special care must be taken that no part of the work is built under water. ~~-~~A flume or dam ~~must~~shall be installed and bypass pumping maintained, if necessary, to keep the new work dry until completed and ~~concrete or mortar~~cementitious material has properly cured.

~~(d~~ (c) Junctions, service stubs or ~~extension~~extensions of main sewer line for future sewer connections shall be plugged at the ends, or otherwise sealed off in a manner approved by the Village Engineer.

7. Sanitary Sewer Service~~:~~

(a) All service pipe through a foundation wall and within 10 feet of the building shall be ~~a minimum of four (4) inches~~ductile iron. Transitions in ~~diameter, of~~ pipe material shall be performed using a shielded, non-shear coupling. Pipe material beyond 10 feet from the foundation may be ductile iron, extra heavy cast iron or

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~~PVC~~ SDR26 ~~and~~PVC laid at a minimum slope of 1~~%.~~% to provide for self-cleaning velocity. A cleanout shall be installed at the 10-foot pipe transition.

(b) The following ~~precautions are to be taken during installation of the house service (from house~~restrictions apply to services between the structure and the connection with the sewer stub ~~at front~~on private property~~ line):~~:

(1) No run of pipe ~~should~~shall exceed 100 feet without providing a suitable ~~clean-out.~~ cleanout. This ~~clean-out~~cleanout should not be less than ~~four (~~4~~)~~ inches in inside diameter.

(2) ~~Clean-outs~~Cleanouts should be provided whenever the sewer makes a turn ~~in excess of~~exceeding 45 degrees. ~~Clean-out~~Cleanout openings should terminate at grade and be suitably protected against damage. ~~Clean-outs to~~Cleanouts shall be cast iron with brass covers in pavement and may be PVC in non-pavement areas.

(3) ~~Connection to the existing cast iron house sewer shall be made using a Standard #C594-66T band seal (Fernco or approved equal) coupling.~~

~~(4)~~ ~~In the event that~~ If a ~~clean-out~~cleanout has not been provided inside the building ~~(that portion of sewer under the building),~~ one ~~should~~shall be ~~placed~~installed on the sewer service line outside and adjacent to the building.

~~(5~~ (4) Pipe bedding and initial backfill shall consist of ~~crushed CA-11 stone 1/4 to 3/4 inches in size (ASTM C-67) to a minimum depth of four (4) inches or per pipe manufactures requirements~~CA-11 crushed aggregate or washed stone.

~~(6~~ (5) No ~~clean-outs~~cleanouts are to be placed within the public right-of-way or easement.

~~(c)~~ (6) The minimum depth at the foundation wall shall be 3 feet.

(c) All sewer services in the public right-of-way shall be installed by auguring up to the point of connection at the sewer main. Open cut or trenching installation within public road pavement is not permitted unless approved by the Village Engineer.

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(d) All abandoned septic tanks ~~must~~shall have all contents removed. ~~Such removal must be verified by the Village.~~ The empty tank ~~must~~shall then be removed, or holes shall be punched in the bottom and filled with sand or similar granular material. ~~This phase of the connection requirements will be inspected as well as the installation of the house sanitary sewer line~~Inspection and approval of this work is required prior to final approval by the Village Engineer.

~~(d~~ (e) No storm water drainage from roof drains, footing tiles or outside drains, etc., ~~can ever~~shall be directed to the sanitary sewer. ~~Any such combination of drainage existing or at a future date is prohibited.~~

~~(e~~ (f) Individual sanitary sewer service shall ~~generally~~ enter the sewer main ~~or lateral~~ by way of an existing wye. ~~In~~ In the event no such wye exists, the connection to the sewer ~~main or lateral shall be made by one of the methods indicated below. If another method is desired, a detail shall be submitted for review and approval by the Village Engineer before the connection is made. Indiscriminate breaking of the sewer main pipe is prohibited~~service shall conform to the Village's Standard Detail.

~~(1) Installation of a manhole.~~

~~(2) Circular saw cut of sewer main by proper tools ("Shewer Tap" machine or similar), and proper installation of hub wye saddle, in accordance with manufacturer's recommendations.~~

~~(3) Using pipe cutter, neatly and accurately cutting desired length of pipe for insertion of proper fitting. Use of "Band Seal" couplings, or similar couplings, and shear rings and clamps to fasten the inserted fitting and hold it firmly in place. Follow manufacturer's recommendations for the installation.~~

~~7~~8. Wyes and Plugs

(a) Wyes

Wyes~~,~~ for existing or future lateral ~~connection,~~connections shall be inserted in the sewer as specified on approved construction plans. ~~In~~Wyes shall be constructed ~~so as~~ to be an integral part of the main sewer pipe.~~ -~~ The wye bell shall be placed midway between the top of the pipe and the horizontal center line of the pipe at an

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angle of approximately 45 degrees to 60 degrees, with the upstream face of the pipe.

(b) Plugs

Wyes not immediately utilized at the time of the sewer construction shall be plugged in such a manner as to be watertight and to facilitate future removal without ~~injury~~damage to the ~~wye or tee~~fitting.

~~8. Building Sewer Service~~

~~Building sewer service is defined as a sewer pipe receiving flow from a single building and connecting to a sewer main or lateral, constructed on private property, except for a street crossing. The maximum length of a building service sewer shall preferably be 120 feet and shall not exceed 150 feet. If such length is exceeded, an intermediate manhole shall be provided. A manhole shall also be installed every 150 feet.~~

~~Minimum design standards, and other requirements hereof, governing materials, joints, infiltration, workmanship and maintenance for sewer mains and laterals shall also apply to building service sewers. Horizontal and vertical alignment of the service sewer shall be uniform and shall follow a straight alignment. There shall be no dips in the grade or fall in the line. Turns or bends required for the riser, if necessary to connect to the sewer wye or tee, shall be made with standard bends.~~

~~The building sanitary service stub location shall be field marked with a painted "red" 4" x 4" hardwood timber installed vertically.~~

9. Backfilling

The ~~contractor~~developer shall not backfill sewers above the top of ~~the~~ pipe until the sewer elevations, gradient, alignment, and ~~the~~ pipe joints have been inspected and approved by the Village Engineer.

~~All sewer pipe, when laid, shall have a minimum four (4) inch stone bedding and have the space between the pipe bottom and sides of the trench above the pipe foundation completely packed with (CA-11) 1/4" to 3/4" crushed aggregate. Then, approved backfill~~

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~~shall be carefully placed, thoroughly tamped with a mechanical tamper. The backfilling shall be accomplished evenly on both sides of the pipe. Care shall be taken that no rock, frozen material or other debris are placed in direct contact with the pipe. Water jetting of the individual trenches is required.~~

~~All voids existing between the outside of the pipe and the limits of an auger/tunnel excavation or lining shall be filled with silica sand or pea gravel, free of silt, thoroughly rammed or blown into place, or with cement grout composed of one (1) part Portland Cement, three (3) parts of fine aggregate and five (5) parts of coarse aggregate thoroughly packed into place.~~

Upon approval of the sewer pipe installation, granular initial backfill shall be carefully placed and mechanically compacted as required per MWRDGC standards. Suitable trench backfill shall then be placed and mechanically compacted.

Excavation in existing pavement shall be backfilled to the pavement base layer with controlled low strength material unless otherwise approved by the Village Engineer.

Sewers constructed ~~in~~via open cut ~~across any~~ within 3 feet of existing pavement or across proposed ~~(where locations are known) pavements, driveways and sidewalks, and all trenches where the inner edge of the trench is closer than two (2) feet to the edge of such improvements,~~pavement shall be backfilled with approved granular ~~gravel~~ backfill, thoroughly ~~flushed and jetted or tamped~~compacted in ~~nine (9)~~8- inch lifts in place.

H. INSPECTION AND TESTING

~~1.~~ ~~Cleaning~~Costs

All inspection, testing, repair, and retesting costs shall be the responsibility of the developer.

2. Cleaning

All sewers and appurtenances shall be cleaned prior to inspection and ~~tested~~testing as required by ~~these Standards~~the IEPA and MWRDGC.

~~2. Visual Inspection~~

3. Defect Repairs

(a) All ~~sewer~~ dips, cracks, leaks, improperly sealed joints, and ~~appurtenances~~departures from approved grades and alignment detected by such

inspections shall be ~~laid with the use of a laser and visually inspected by representatives of the~~ repaired by the developer ~~during and following construction~~at their expense.

~~(b) Sewers designed to be straight between manholes will be tested for straightness by flashing a light from manhole to manhole, lamping or by other suitable means.~~

~~3. T. V.~~ (b) All defects and corrective work required as the result of such inspection shall be performed by the developer without delay. Upon completion thereof, the sewer shall be reinspected and tested as deemed necessary by the Village Engineer.

4. CCTV Inspection - Internal Televising Inspection of Pipe

~~(a)~~ Upon completion of construction but prior to initiation of the maintenance guarantee period, or as deemed necessary during the construction of the sanitary sewer, an internal inspection of the sewer shall be performed. ~~Video tapes (VHS)~~CCTV footage and a written report of all ~~television~~CCTV inspections conforming to NASSCO standards shall be provided to the Village prior to connecting individual services and prior to the initial acceptance required by these Standards. ~~-~~The form of the report and ~~type and~~ format of the video ~~tape~~footage shall be approved by the Village Engineer. ~~-~~The ~~tape~~video shall be high quality and resolution, and the ~~attached~~ report shall ~~indicate~~explicitly identify all sags, connections, leaks, and defects.

5.

~~(b) Fees and costs connected~~Leakage Testing

Air testing new sewer shall be performed in accordance with ~~such inspections including retelevisings shall be at the expense of the developer~~the "Standard Specifications for Water and Sewer Construction in Illinois" or ~~owner.~~

~~(c) All dips, cracks, leaks, improperly sealed joints, and departures from~~ as approved ~~grades and alignment detected by such inspections shall be repaired by the developer or owner.~~

~~(d) All defects and corrective work required as the result of such inspection shall be performed by the developer without delay. Upon completion thereof, the sewer shall be retested and further inspection made as deemed necessary~~ by the Village Engineer.

~~4. Infiltration~~6. Deflection Testing

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(a) It is the intent of these Standards to obtain a sanitary sewer system with a minimum amount of infiltration. The maximum allowable infiltration shall not exceed one hundred (100) gallons per inch of diameter of sewer per mile per twenty-four (24) hour day at any time for any section of the system. The manhole and sewer joints shall be tight and any joint with visible leakage or leakage in excess of that specified above, shall be repaired at the developer's expense.

(b) The repair must be of a permanent nature and of a quality equal to the initial work which was constructed in conformance with the applicable specifications.

(c) Immediately after backfilling, the entire length of the sewer trench, including stubs, shall be inundated to normal ground water level or eighteen (18) inches above the top of sewer pipe, whichever is higher. Permission for using metered hydrant water must be obtained from the Public Works Department. At that time infiltration tests will be made to determine compliance with the allowable infiltration criteria. To measure the amount of infiltration, the contractor shall furnish, install, and maintain a V-notch crested weir in a metal frame tightly secured at the lower end of each sewer test section as directed by the Village Engineer. The Village Engineer will check the infiltration by measuring the flow over such weirs. When infiltration is demonstrated to be within the allowable limits, the contractor shall remove such weirs only after the MWRDGC has approved the sewer line.

5. Exfiltration Testing

If during the construction of the sewer system, the Village Engineer shall determine that it is impractical to obtain a proper infiltration test or that an alternate test is preferable, then a test for watertightness shall be made by bulkheading the sewer at the manhole at the lower end of the section under test and filling the sewer trench with water to eighteen (18) inches above the top of the sewer in the manhole at the upper end of the section. Leakage will then be the measured amount of water added to maintain the above described level at a maximum allowable exfiltration rate of one hundred (100) gallons per inch of diameter of sewer per mile per twenty-four (24) hour day at any time for any section of the system.

6. Air Deflection testing of new flexible sewer shall be performed in accordance with the "Standard Specifications for Water and Sewer Construction in Illinois" or as approved by the Village Engineer.

7. Manhole Testing

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In lieu of infiltration or exfiltration Negative pressure testing, the Village Engineer may permit or require air testing of new sewer manholes shall be performed in accordance with ASTM C828.

7. Completion of Work

When the work is completed, all surplus material, earth, rubbish, etc., shall be removed from the construction area by the developer or contractorthe "Standard Specifications for Water and that portion of the surface of each street disturbed by construction shall be leftSewer Construction in Illinois" or as good a condition as it was before commencement of the work. The sanitary sewer work accepted by the Village shall be guaranteed for one (1) year as to items of materials and workmanship. The Village Engineer may require the sanitary sewer to be retelevised after one (1) year, prior to final acceptanceapproved by the Village Engineer.

8. Record Drawings

I. SEWER SERVICE DISCONNECTION

Disconnection of a sanitary sewer lateral shall be done at the sanitary sewer main. The lateral pipe shall be disconnected and removed from the main. The wye fitting shall be sealed with a rubber friction plug installed as close to the main line pipe as possible and the remaining part of the fitting shall be sealed with hydraulic cement.

J. RECORD DRAWINGS

Prior to acceptance of the sewer, record drawingsSanitary Sewer systems, Record Drawings shall be submitted to the Village. in electronic and hard copy formats as approved by the Village Engineer. The record drawings shall indicate all manhole and individual service locations, elevations, length, slope, and material of all sewers, and shall be certified as to accuracy by an Illinois Registeredlicensed Professional Engineer or registered surveyor.Illinois licensed Professional Land Surveyor. See As-Built Checklist for required formal of As-Built submittals.

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SECTION IV

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A. GENERAL

All development under the jurisdiction of the Village of Northbrook shall include provisions for construction of stormwater management facilities designed in accordance with the standards herein.

No residential, commercial, or industrial subdivision or development shall be approved unless it is served by storm water drainage and detention~~/retention~~ facilities designed in accordance with this Section.

All storm sewers which are installed in the public rights-of-way or in public drainage and utility easements serving a central drainage system concept, shall be deemed to be dedicated to the Village of Northbrook upon acceptance of the subdivision.

Every subdivision shall have storm sewers separate and independent of the sanitary sewer system and with an adequate outlet or connection to ~~all existing storm systems. The outfall of said storm sewer system shall be designed to prevent, through proper erosion controls, the transportation of eroded soil and floating matter to downstream points of discharge whether they be to rivers, creeks, lakes, detention/retention ponds or municipal or privately owned storm sewer systems.~~an existing storm sewer system.

Storm sewers and appurtenances shall be ~~adequately~~ sized to accept and convey storm ~~waters~~water runoff from ~~rainfall events of ten (~~a 10~~)~~ year ~~storms.~~ design runoff rate as defined by the Watershed Management Ordinance. Storm sewer systems shall be installed in accordance with the ~~"~~Standard Specifications for Road and Bridge Construction~~", published by IDOT,~~ and ~~"The~~the Standard Specifications for Water and Sewer Main Construction in Illinois~~", latest edition.~~. Storm sewers emptying into a river or stream shall be designed using the ~~ten~~10-year ~~frequency~~, 24-hour storm event tailwater elevation.

B. ~~B.~~ SERVICE AREAS

All storm sewers, streams, channels, ponds, and basins shall be designed to accommodate all areas which naturally flow to the area of the development and ~~also~~ any additional areas which are planned to contribute to the drainage area as identified by the Village Engineer. ~~-~~If extending the ultimate service area beyond the natural drainage area limits served by the proposed development results in additional construction costs within the development, a written agreement may be made with the Village for the recapture by the ~~owner or~~ developer of the additional cost when future system extensions are made. ~~By pass flows are to be designed based on 100 year frequency storm.~~

C. ~~C.~~ PUBLIC EASEMENTS AND UTILITIES ~~(See Section II - Water Distribution System~~

All public storm sewer extensions shall be located within publicly dedicated rights-of-way or easements. If located within an easement, the easement shall be centered on the pipe and ~~Appurtenances - page II-3)~~appurtenances and extend 10 feet to either side.

~~D.~~ To protect existing utilities all underground utility work shall be performed in accordance with the Illinois Underground Utility Facilities Damage Prevention Act and JULIE Excavator Handbook.

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D. SYSTEM EXTENSION/CONNECTIONS

The location of proposed extensions and connections to the existing storm sewer system shall be ~~reviewed and is subject to the approval of~~approved by the Village Engineer.

~~E.~~

E. BOUNDARY FLOW WAYS

Where the storm sewer system is being designed for connection to a development, and the tributary drainage area extends more than ~~one hundred (~~100~~)~~ feet beyond the boundary of the development, surface flow ways shall be constructed along the upstream boundary of the development ~~in such a fashion as~~ to intercept and safely convey and ~~by pass~~bypass all storm water runoff from the upstream watershed. ~~-~~The ~~by pass~~bypass flows must not increase upstream flood stage or increase downstream flood stage or velocity for the 100-year design runoff rate.

F. ~~F.~~ DESIGN

1. ~~1.~~ Storm Sewer, Stream Improvement, and Open Channel Hydraulics

(a) Storm sewers, stream improvements and open channels shall be designed to provide adequate design flow capacity using Manning's formula:

~~1.486 2/3 1/2~~

$$Q = \frac{1.486}{n} * A * R^{\frac{2}{3}} * S^{\frac{1}{2}}$$

Q ~~= (~~ = Design flow rate (cubic feet/second)
n = the roughness coefficient of the pipe or channel (dimensionless)
A~~) n (R) (S)~~

~~Q = Flow~~
~~A = Cross~~ = the cross-sectional area of the pipe or channel (square feet)
~~R = Wetted perimeter~~
~~S = Slope~~

R = The hydraulic radius of the pipe or channel (foot)
S = slope of the pipe or channel's energy gradient (foot/foot)

Storm sewer sizing software programs in addition to Manning's equation spreadsheets will be accepted. All software generated data shall include a visual representation of the storm sewer network and hydraulic grade line to demonstrate that the storm sewer system is not under pressure flow.

(b) Roughness coefficients ("n") shall be ~~as follows:~~in accordance with the "Drainage Manual".

~~(i) Concrete pipe 0.013~~

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~~(ii) Open channels, concrete or asphalt lining - 0.013~~
~~(iii) Open channels, sodded - 0.020~~
~~(iv) Improved stream - 0.025~~
~~(v) Natural stream - 0.050~~

~~(~~c) ~~Minimum cleansing velocities~~The minimum velocity allowed in storm sewer pipe systems shall be ~~maintained~~three feet per second and the design mean velocity shall not exceed the following:

~~(i~~(1) Storm sewers - ~~ten (~~10~~)~~ feet per second.
~~(ii~~(2) Open channels, concrete or asphalt lining - ~~fifteen (~~ 15~~) feet per second.~~
~~(iii) Open channels, sodded - ten (10)~~ feet per second.

~~(d) Storm sewer, including manholes, shall be constructed so that infiltration will not exceed four hundred (400) gallons per inch diameter of sewer per mile per twenty-four (24) hour day at any time for any section of the system.~~

~~Storm Sewer Pipe Diameter (in inches)~~	~~Maximum Manhole Interval Spacing (in feet)~~
~~10 - 24~~	~~350~~
~~27 - 36~~	~~400~~
~~42 - 54~~	~~500~~
~~60 or larger~~	~~600~~

~~Where flows and other conditions dictate, special reinforced concrete manholes or junction chambers shall be designed and constructed by the developer.~~

(3) Open channels, sodded – five feet per second.

(d) Storm sewer manhole spacing shall be as follows:

Storm Sewer Pipe Diameter (inches)	Maximum Manhole Interval Spacing (feet)
12-24	350
27-36	400
42-54	500
60 or larger	600

(e) Inlet grate capacities shall meet or exceed design flows. ~~-~~Double inlets shall be installed where flows warrant~~. Ponding on streets shall not exceed 1 foot in depth for a~~ their installation.

~~(e)~~(f) All developments must be provided an overland flow path that will pass the 100-year~~ storm and be confined to the public right-of-way. Ponding~~, 24-hour storm event flow at a stage at least one feet foot below the lowest adjacent grade and 2 feet below the lowest entry elevation of adjacent structures, in the vicinity of the flow path.

~~(f) in front yards is not allowed unless specifically approved by the Village Board and the ponding area is reserved by easement.~~

2. ~~2.~~ Sewer Size

Storm sewers serving ~~inlets~~inlet structures shall not be less than ~~ten (10)~~12 inches in diameter.

Storm sewer house service lines shall not be less than ~~four (~~4~~)~~ inches in diameter.

Storm sewers of different inside diameters shall join only at structures. The invert elevations shall be adjusted to maintain a uniform energy gradient by matching the 0.8 depth points of the different diameters.

The end of storm sewer service leads shall be plugged with a pre-manufactured cap and shall be marked with a painted "green" 4" x 4" ~~x 10" hardwood stake~~timber installed vertically.

3. ~~3.~~ Storm Sewer Depth~~/Size~~

Storm sewers shall be constructed with a minimum depth of cover of ~~two (~~2~~)~~ feet ~~so as to prevent freezing and sized to provide an outfall for all storm water from a 10 year rainfall event within the ultimate service area, both existing and ultimate service area.~~ .

4. ~~4.~~ Storm Sewer Manholes

Manholes shall be located as follows:

- At the termination of all sewers which do not ~~terminate at a catch basin, flared end section, headwall, clean out or inlet~~otherwise provide for access to the sewer pipe.
- At changes in direction, horizontal or vertical.
- At changes in pipe shape or size.
- At junctions with other storm sewers.

5. ~~5.~~ Storm Sewer Pipe

Storm sewer pipe class and type shall be determined based upon the ~~manufacturer's standards, trench depth, width~~"Standard Specifications for Road and ~~backfill/cradle type.~~Bridge Construction" and as approved by the Village Engineer. Pipe joints shall be bell and spigot with a rubber gasket. CMP, Clay, or Vitrified Clay Pipe is not an approved material for storm sewer.

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Storm sewer pipe bedding shall be to the spring line of CA-7 or CA-11 crushed aggregate ~~except when located in easements in which case no~~. At the direction of the Village Engineer, granular bedding ~~shall be used and joints shall be C-443. Approved trench backfill~~and initial backfill may be omitted if the storm sewer is in an easement or near the foundation structure of an adjoining building.

Excavation in existing pavement shall be ~~used under and within all pavements, curbs and sidewalks 1 to 1 slope from surface to trench bottom~~backfilled to the pavement base layer with controlled low strength material unless otherwise approved by the Village Engineer.

Sewers constructed via open cut within 3 feet of existing pavement or across proposed pavement shall be backfilled with approved granular backfill, thoroughly compacted in 8 inch lifts in place.

Storm sewer pipe concrete cradle, arch, or fill encasement shall be constructed whenever dictated by trench or embankment conditions and shall be approved by the Village Engineer prior to use.

6. ~~6.~~ Storm Sewer Pipe Alignment/Size

Storm sewer shall be laid using a laser beam and be straight in both horizontal and vertical planes between manholes, unless otherwise approved by the Village Engineer. Adequate separation from wells~~/~~, water mains, and water services shall be provided in accordance with ~~state law.~~regulatory requirements.

All open channels and storm sewers ~~must~~shall be sized by the Rational Method of runoff determination for service areas up to 50 acres on the basis of a ~~ten (~~critical duration 10~~)~~ year storm event and shall be sized to adequately carry flow from all tributary areas. The size calculations shall ~~take into account~~verify the capacity of the receiving sewer or channel ~~capacity. Inlet time shall be assumed not to be greater than fifteen (15) minutes.~~.

$$Q = C\,i\,A$$

Where: Q = Runoff flow, cubic feet per second (CFS)
C = Runoff coefficient, characteristic of tributary drainage area in dimensionless units (C)
A = Tributary drainage area, (acres)
i = Average rainfall intensity, (inches per hour) using ~~Village routing~~ approved MWRDGC table~~, page D-29~~

(a) Rainfall intensity:

The average rainfall intensity used for design shall be selected from Rainfall ~~Intensity – –~~ Duration ~~curve~~ data as published in the Illinois State Water Survey Bulletin No. ~~70, Chicago area Sectional Zone~~75, Section 2 ~~(NE).~~, Northeast, or the latest published edition.

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(1) Underground storm sewer water conduit sizes shall be determined using a minimum of a ~~ten (~~critical duration 10~~)~~ year storm event.

(2) Surface streams and open channels shall be designed using a ~~twenty five (~~24 hour, 25~~)~~ year storm event, contained within stream or channel banks, including at any culverts.

(3) Overland flow and overbank flow shall be designed for a ~~one hundred (~~24 hour, 100~~)~~ year storm event, such that the storm flow can be conveyed to a storm water basin or downstream system without endangering structures or making roadways~~.~~ impassable. The overland flow way shall be clearly identified on the design drawings.

~~(~~b~~)~~ Runoff Coefficient:

(1) The runoff coefficient C is the ratio of runoff to rainfall ~~and~~. Runoff coefficients shall be ~~assumed~~in accordance with the "Drainage Manual" except as follows:

i. ~~(a) all~~All paved or impervious areas ~~(paved or hard surfaced areas,~~ including gravel, decks, buildings, and patios~~,~~ shave have a C value of 0.95.

ii. All water features including pools, ponds ~~of all types,~~ and ~~buildings), C shall equal 0.95 (~~other water surface, shall have a C ~~=~~value of 1.0~~).~~.

~~(b)~~iii. ~~all~~All pervious areas such as lawn areas (all areas not classified as impervious), ~~C~~ shall ~~equal~~have a C value of 0.50~~.~~

iv. No Runoff Curve Number reductions will be allowed for any storm water analysis or design.

(2) The runoff coefficient used in design shall be the weighted average for the proposed tributary watershed.

(3) Within a development, the runoff coefficient shall be computed assuming ultimate development and a minimum future impervious area of ~~fifty (~~50~~)~~ percent of the design area.~~-~~ Where ultimate development plans are not available at the time of the design of the storm sewer system, a runoff coefficient will be selected by the Village Engineer, based on the zoning classification, knowledge of the specific development, and the previous experience of the Village with similar developments.~~–~~ The area within the watershed, but outside the development, shall be computed for existing conditions if future development will be under Village control.

7. ~~7.~~ Drainage Computations

The drainage area, in acres, used for design shall be the entire watershed service area tributary to the point in the drainage system under design. ~~-~~It shall include any tributary service area that may be outside the development.

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~~Two copies of the design~~ Design computations and drainage area drawings prepared by a ~~registered/licensed~~ professional engineer for the following facilities ~~together with one drawing defining each drainage area~~ shall be submitted to the Village Engineer for review.

(a) ~~(a)~~ On site ditches, swales, and storm sewers:

~~Storm sewers shall be designed to flow full with a~~ The minimum ~~velocity of three (3) feet per second and a maximum velocity of ten (10) feet per second.~~

~~Minimum~~ grade for a grass bottom ditch shall be 1.~~0~~50 percent.~~-~~ For lesser ditch grade, the engineer shall submit design for paved invert or underdrain system as directed by the Village Engineer.

(b) ~~(b)~~ Street drainage design:

Surface drainage inlets shall be provided so that surface water is not carried across any street intersection, parking lot or depressed drives. ~~-~~Surface runoff shall not extend ~~a distance of~~ more than ~~four hundred (~~400~~)~~ feet along the surface of the ground. Inlets shall discharge into storm sewers and shall not discharge into side lot or rear lot drainage ditches. ~~Inlets/catch basins~~Inlet structures shall be provided at all low points. ~~Rear yard inlets and catch basins having a minimum diameter of four (4) feet shall be provided where necessary to comply with these Standards.~~ Overland flow maximum depth allowed at centerline of roadway is 1.0 foot based on a 24-hour, 100-year storm event.

(c) ~~(c)~~ Vacant lot drainage design:

Positive drainage and soil erosion control measures shall be established for each lot ~~whether or not it is intended for immediate construction~~within seven calendar days following the end of ~~a building~~active hydrologic disturbance.

(d) ~~(d)~~ Parking lot drainage design:

Overland flow within and from parking lots shall be shown by arrows on design drawings. ~~Inlets and catch basins~~Inlet structures shall be provided so that flow from said lots is not carried across any public sidewalk ~~line~~ or across or around any major intersection. ~~-~~The maximum depth for storm water detention provided in parking lots shall be limited to one ~~(1)~~ foot.

The minimum longitudinal slopes shall be 0.5% and the maximum shall be 5% in the paved area of the parking lot. ~~The inlets/catch basins, where up to one (1) foot of water is ponded,~~Inlet structures shall be located in driving aisles wherever possible.

Restrictors shall ~~be of~~conform to the ~~trapped pipe kind~~Village's Standard Detail and ~~shall be securely cemented and mortared in place. The minimum restrictor size shall be 2 1/2 inch diameter, unless~~as approved by the Village Engineer~~ to be smaller to restrict the 2-year and less design storms.~~.

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An additional 1~~ 1/2"~~.5 inches of storage depth of parking lot detention ~~must~~shall be provided ~~initially~~ to allow for future parking lot resurfacing.

~~(e)~~

(e) Building drainage:

~~The~~ The point of discharge of sump pumps shall be shown on the Development Plan for each building served having a basement or crawl space. ~~Storm~~ Storm sewer service lines from that point shall be provided to the storm sewer system in accordance with the Standard Detail.

~~Buildings~~ Buildings shall be positioned on lots and the lots graded to drain away from the building to the lot line swales or ditches, which shall merge as quickly as possible and then discharge into a storm sewer. ~~The~~ The route of flow of storm water away from each building into swales, ditches, and storm sewers, to where it leaves the site, shall be shown on the engineering plans.

~~(f) Sediment control basins:~~

~~Temporary sediment control basins shall be constructed and adequately sized. Retention ponds shall be overexcavated (10%) to accommodate future sediment. For aquatic life purposes, ponds shall maintain minimum ten (10) foot depths.~~

~~G.~~ Downspouts shall not drain directly onto paved surfaces intended for pedestrian or vehicular use. On single-family residences, downspouts shall be directed to the front or rear property lines and shall discharge a maximum of 9 feet from the building foundation, or as approved by the Village Engineer. Downspouts located at the middle of the home shall also be directed to front or rear property lines, and not pointed towards neighboring properties. Splash blocks are required on all downspouts and shall be directed towards on-site drainage swales or other infiltration practices. Where necessary, downspouts shall be connected to underground piping with a minimum 4-inch vertical air gap and discharge at a 'pop-up' emitter. Pipe shall be PVC SDR 26 conforming to ASTM D-3034 and Pop-up emitters shall terminate at a maximum of 9 feet from all foundations, or as approved by the Village Engineer.

G. DESIGN FLOW

Design flow used in sizing storm sewers and flow ways shall be the sum of the runoff determined as described ~~above~~herein plus the permitted release rate from any existing storm water ~~holding~~detention facilities tributary to the point under consideration.

H. ~~H.~~ CONVEYANCE

1. Swales

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All swales bottoms shall have a minimum width of ~~eighteen (~~18~~)~~ inches, must be sodded, and limited to a maximum water depth of ~~twelve (~~12~~)~~ inches. ~~-~~Maximum side slopes of swales shall not be steeper than ~~three (~~3~~)~~ feet horizontal to ~~one (~~1~~)~~ foot vertical with a minimum longitudinal slope of 1~~%.~~.5 percent.

Underdrains may be required by the Village Engineer.

2. Open Channels

(a) ~~(a)~~ Open channels in nonresidential areas may be provided ~~at the option~~subject to approval of the Village Engineer in lieu of enclosed storm sewer pipe when the channel will be draining large areas.

(b) All open channels located within a development or ~~located on public property~~in right-of-way or easements ~~adjacent to the development and other open channels~~ within ~~one hundred fifty (~~150~~)~~ feet of the development shall be improved as follows:

(1) Maximum side slopes of channels shall not be ~~three (~~steeper than 3~~)~~ feet horizontal to ~~one (~~1~~)~~ foot vertical with a minimum ~~one (~~1~~)~~ foot bottom width.

(2) ~~A four (4) inch minimum diameter underdrain with filter cloth and washed stone~~Underdrains, paved ~~invert~~inverts, or other flow line protection measures may be required by the Village Engineer in channels with minimal slopes.

(3) The sides shall be stabilized with approved vegetation or structural measures, as approved by the Village Engineer.

(4) An easement for drainage, access, and public utilities, extending no less than 15 feet from the top of bank, shall be provided along ~~the~~ open ~~channel~~channels with a width adequate to include the area covered by the limits of a ~~one hundred (~~24-hour, 100~~)~~ year storm event.

(c) ~~Open channels of trapezoidal design may, at the option of the Village Engineer, be provided in lieu of enclosed storm sewer pipe in hardship cases provided a minimum ten (10) foot access easement adjacent to the open channel for maintenance is provided.~~

~~(1) The channel will serve as the outlet for the enclosed storm sewers from a large drainage area.~~

~~(2)~~ No ~~major~~ open channel shall be permitted within ~~thirty (~~30~~)~~ feet of a habitable residential structure~~. Said channel must~~ as measured from the top of bank.

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(d) Open channels shall be designed ~~to where~~such that the ~~100 year frequency~~ high~~-~~water level ~~will~~from the 24-hour, 100-year storm event shall be at least ~~two (~~2~~)~~ vertical feet below the ~~finished first floor or~~ lowest ~~building opening~~entry elevation of adjoining buildings.

~~(3~~(e) The Village Engineer may require that the channel be concrete lined to reduce maintenance costs and retain conveyance capacity.

(f) Where an existing ~~river/creek~~waterway traverses a proposed development, the ~~river/creek~~waterway and~~/or culverts~~ shoreline shall be ~~cleaned~~cleared of obstructions and the ~~channel reshaped by excavating a trapezoidal channel. The cross-section~~shoreline shall be ~~determined by Manning's Formula for a minimum one hundred (100) year storm event. All State and Federal permits, as required, must~~stabilized to create a stable cross section. Permits from regulatory agencies to perform this work shall be obtained by the developer.

(g) No open channel shall be permitted to be enclosed with a storm sewer unless approved by the Village Engineer. Hydrologic, hydraulic, and storage volume calculations shall be provided by the developer as required by the Village Engineer.

3. Driveway Culverts

In areas where there is no storm sewer system, the Village Engineer may permit an open channel storm water drainage system with sodded swales and ~~adequately sized~~ driveway culverts. Culverts shall be reinforced concrete pipe sized to convey the critical duration 25-year storm event with a minimum diameter of 12 inches. The ~~minimum allowable~~ culvert ~~size shall be twelve (12) inch diameter with eight (8) inch~~ profile shall provide a minimum ~~depth~~8 inches of cover~~, and of~~ from the top of pipe to the pavement surface. Culvert length shall be sufficient ~~length to afford acceptable driveway~~to provide maintainable side slopes with ~~culvert~~a flared end ~~sections~~section or ~~poured in place concrete headwalls. Reinforced concrete pipe with a minimum of 4 inch crushed aggregate (CA-11) bedding is required. The culvert pipes must be adequately sized for the anticipated 25 year storm frequency storm water flows and at a location and elevation approved by the Village Engineer.~~headwall.

~~I. STORM SEWER CONNECTIONS~~

~~Storm water runoff shall enter the underground storm sewer system only through inlets, catch basins, headwalls and flared end sections after passing over the surface of the ground or through storm sewer service line connections designed to receive flow from a single building. Storm sewer service lines must be designed, sized and positioned to receive the storm water runoff from roofs, parking lots, driveways, areaways, window wells, footing drains and sump pumps. All storm water sump pumps for new construction, including additions, shall be connected to an underground storm sewer system where such system is available.~~

~~If either a storm sewer service line connection or connection to the storm sewer system is contemplated as a part of a development and is intended to receive other than pumped flow, the inlet time assumed in determining the time of concentration used in the design of the storm sewer system shall be reduced to five (5) minutes maximum.~~

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I. ~~J.~~ STORM WATER DETENTION~~/RETENTION~~ REQUIREMENTS

1. ~~1.~~ General

~~It is recognized that the receiving streams within the Village do not have the capacity to receive and convey the increased storm water runoff resulting from rapid urbanization occurring in many areas. These receiving streams are subject to frequent flooding which results in a growing rate of property damage.~~

~~2.~~ Storm water detention is required for all development resulting in 1,000 square feet or more of new impervious surface area. Stormwater detention facilities shall be constructed during the initial phases of construction of a development. All detention systems shall be fully functional before any new impervious surface is constructed, or proposed building foundations are constructed.

2. Release Rate

The release rate of storm water for ~~design frequencies of 10 year and 100 year storms from all developments requiring detention~~ the 100-year storm event shall not exceed the storm water runoff from the area in its natural undeveloped state ~~or~~and shall not be greater than 0.15 cfs per acre. ~~Where determined to be practical by the Village Engineer, the~~The release rate of storm water for ~~design frequencies for storms of~~ the 2~~-~~year ~~and less~~storm event shall not be greater than 0.04 cfs per acre.

~~The release rate and required detention/volume shall be limited to the carrying capacity of downstream natural channels and downstream storm sewer capacity.~~

~~Such release rate shall also be limited to a rate that will, in the opinion of the Village Engineer, not cause overland flooding of existing homes nor exceed the capacity of the downstream receiving sewer system or regional outfall when runoff from other sources is considered. For this purpose the capacity of downstream sewers shall be taken to mean the capacity when flowing full with no surcharge. When considering downstream sewers, runoff from upstream watersheds shall be based on the Design Storm Event. When considering downstream natural or other surface water courses, surface drainage runoff shall be based on a minimum 100-Year Storm Event.~~

~~3. Bypass and Underdrain System~~

~~Drainage systems shall have adequate capacity to bypass through the development the flow from all upstream areas for a storm of design frequency assuming that the land is in a fully developed state under present zoning or zoning proposed under a comprehensive plan. The maximum bypass flow rate shall be computed utilizing a composite runoff coefficient of not less than 0.70 in an urban area. An allowance will be made for upstream detention when such upstream detention and release rates have previously been approved by the Village Engineer and that evidence of its construction and satisfactory operation can be shown.~~

~~Storm water detention basins designed to drain dry shall be sodded and constructed with an underground piping or concrete invert low flow system between the inlet and outlet.~~

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~~A minimum bottom slope of two (2) percent is required, with an underdrain piping system and a subsurface filter cloth provided for all detention pond bottoms. Underdrains in ditches shall be laid in the flow line. Cleanouts shall be provided at the upstream end of all subsurface drains. Those drain pipes shall be of perforated PVC, minimum size four (4) inch diameter, with a filter cloth and a minimum six (6) inch thick washed gravel on all sides.~~

~~4. Service Area~~

~~The tributary area for storm water holding facilities shall be submitted to the Village Engineer.~~

~~5.~~

3. Design Standards

~~The retention/detention storage to be provided shall be calculated on the basis for the 100-year storm rainfall as published by the Illinois State Water Survey – Bulletin No. 70 for this area.~~ The required detention storage volume must be a minimum of ~~115%~~100 percent of the calculated amount necessary to ~~handle~~detain the runoff of ~~a standard~~the critical duration 100-~~-~~year ~~rainfall, for any and all duration's~~storm event, from the fully developed drainage area tributary to the reservoir, less that volume discharged during the same duration at the approved ~~natural state release rate. The volume of retention/detention facilities shall be designed to exceed the minimum standards of the MWRDGC's "Manual of Procedures for the Administration of Sewer Permit Ordinances", latest edition.~~release rate.

~~In order to prevent soil erosion and to reduce weed problems, detention basins must be landscaped including the establishment of a ground cover over all unpaved areas through sodding or other approved means which result in a quality of ground cover comparable to that obtained through sodding. Public detention facilities shall be usable as active recreational areas during dry weather conditions. Detention facilities must be designed so that the cross slope is at least two (2) percent. The entire bottom of the facility shall be provided with an underdrain (minimum four (4) inch diameter perforated drain tile) covered on all sides with a minimum of six (6) inches of washed stone. The underdrain shall be installed to drain the basin's bottom "dry" below grade during periods of low flow and shall connect to a storm sewer outfall pipe. Public detention facilities shall be designed with side slopes not steeper than four- (4) horizontal to one (1) vertical, preferably at a five (5) to one (1) slope. In certain situations, the Village Engineer may approve a stone retaining wall. Walls over 2.5 feet high will require protective fencing at the top. In no circumstances will it be allowed that walls of any kind be constructed on all sides of the detention facility. At least one side of the detention facility shall have a side slope of not steeper than 4 (horizontal) to 1 (vertical).~~

~~Retention ponds shall have a maximum two (2) foot horizontal to one (1) foot vertical side slope (2:1) from a point two (2) feet above normal water level, down to a point two (2) feet below normal water level. This 2:1 sloped area shall be covered with a layer of stone rip-rap, with a minimum diameter of four (4) inches or other approved shoreline erosion protection. The area between the top of the 2:1 slope and the high water level must be protected by sodding in order to prevent soil erosion. At the toe of the 2:1 slope, an eight (8) foot wide safety ledge shall be provided. Beyond the safety ledge, the pond bottom shall slope at two (2) horizontal to one (1) vertical (2:1) down to the pond bottom~~

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~~elevation. A minimum of 25% of the pond bottom elevation shall be ten (10) feet below normal water level to protect aquatic life from winterkill. Points of inflow to the pond shall be accessible to construction equipment for dredging as necessary. If retention facilities are designated for recreational purposes, appropriate consideration shall be reflected in the design for maintenance of fish life, boating and safety. If required by the Village Engineer, all retention ponds shall be provided with shoreline access ramps, submerged safety ledges and aeration equipment acceptable to the Village Engineer.~~

All above ground detention basins shall be located such that the design high water level is a minimum of 10 feet from any property line, structure, and right-of-way. Underground detention shall be constructed a minimum of 10 feet from any existing or proposed building foundation in undisturbed earth.

Roof detention, infiltration trenches, and "under-building" storage is prohibited.

~~The basis for design for flood storage and/or sustaining water level, including geotechnical data, shall be submitted with the engineering plans together with a topographic drawing indicating the high water elevation and relief overflow path.~~

~~Design formula for storm water holding reservoirs:~~

~~Required storage for storm water holding reservoirs shall include the volume computed in accordance with the MWRDGC's Design Manual and the design formula and the resultant storage multiplied by 115%. Rainfall intensities shall be from Technical Bulletin No. 70 Zone 2 (NE) and subsequent updates issued by Illinois State Water Survey or latest available data for the Chicago area.~~

~~Alternate methods of storm water basin design such as TR55 may be utilized by the design engineer provided it meets or exceeds the requirements of MWRDGC and the Village.~~

Streets or homes built adjoining ~~retention/detention~~storm water management facilities in flood prone areas shall meet the requirements of all current ~~Village, MWRDGC, FEMA and IDOT~~ flood plain regulations.

~~In the event that~~ If the Village elects that ~~pond~~ storm water management basin ownership shall remain with the ~~developer~~Developer or property owner's association, the responsibility for the ~~expense of~~ long-term operation and maintenance ~~and operation~~ shall be ~~determined~~identified in a written agreement with a copy being retained in the office of the Village Engineer ~~and/~~or as noted on the Subdivision Plans. ~~It must~~The fully executed long-term operation and maintenance agreement shall be submitted to the Village prior to approval of project plans. ~~In such cases, easements~~Easements shall be provided for the inspection ~~of the facility~~ and ~~for~~ emergency maintenance of all privately maintained facilities by the Village Public Works Department at the ~~developer's~~property owner's expense in case of failure ~~by the developer or his successor~~ to properly maintain the facility. ~~Such agreements~~Agreements and easements are to be included as part of the final plan submittal and Plat of Subdivision and properly recorded against the ~~title of the~~ property.

~~The detention/retention facility shall be located in the front or corner side yards of a lot(s) wherever practical based on topography and outfall location. When the Village Engineer determines that it is impractical to locate the facility in the front or corner side yard, the~~

facility can be located in the rear of the lot, provided that the necessary access easements are provided and a covenant or other appropriate legal document is executed and recorded to ensure that the facility remains visible from the public right-of-way for inspection purposes.

A stormwaterwater quality treatment structure, type and size to be approved by the Village Engineer, mustshall be provided for all underground detention systems on all properties that are 0.5 acre, or larger in size.

All private privately maintained underground detention systems mustfacilities shall be inspected and cleaned a minimum of once aper calendar year by a licensed contractor retained by at the property owner with a copyowner's expense. A written inspection report and photographs or video evidence of the Inspection Report, which will include a closed circuit television CD, condition shall be provided to the Public Works Department for verification. Any identified Village Engineer demonstrating compliance. Property owner shall provide a notice of intent to perform any maintenance work mustidentified by a specific date to be immediately completedapproved by the owner.Village Engineer.

6. Compensatory Storage

In addition to storm water volume storage provided as described above, additional compensatory storage shall be provided for the "Historical Storm of Record". Current maps, identified as the Floodway and Flood Insurance Rate Map, are available for inspection in the office of the Village Engineer. Areas identified as "Floodplains" and "Floodways" are delineated on this map. The watershed tributary to a proposed reservoir must lie within 90% of the floodplain so delineated, and the finished grade within the floodplain shall be altered as part of a development in such a manner as to not reduce the storage volume available or increase the velocity or high water level for storm water that would otherwise be available if the topography were to remain in its natural state. Compensatory storage equal to 110% of the volume lost shall be included in the required storage capacity of the reservoir. Compensatory storage volume shall be provided below the flood crest elevation of the floodplain for the "Historical Storm of Record."

7. Small Developments

Where the area of a development is less than 1 acre, the Village Engineer may, at his option, exempt the developer from the storm water holding reservoir requirements if immediate downstream flooding conditions will not be significantly impacted. Such option shall require a cash payment of $1.60/SF for all new impervious areas, with the collected monies deposited in the impervious surface fees revenue account in the Annual Budget.

4. 8. ReservoirResidential Development

Where the development of a single residential property occurs the proposed stormwater detention system may include the following types of gravity drained stormwater detention facilities:

Surface stormwater detention. For detention on single family lots, the maximum water depth in dry detention basins shall not exceed 1 foot in depth; otherwise another suitable means for the detention requirements shall be utilized. No vertical walls will be

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permitted, and the maximum side slopes shall be 5:1. A restrictive covenant is required to be recorded for this type of stormwater management facility.

Permeable pavers. Detention volume shall be credited for installations conforming to the MWRDGC permeable paver standard for volume control. A restrictive covenant is required to be recorded for this type of stormwater management facility including long-term operation and maintenance requirements. The design engineer shall inspect and certify the elevation and area of the infiltration zone, the gradation of aggregate used, and as-built volume created.

Underground detention systems. Detention chambers may be constructed of pre-cast concrete, cast-in-place concrete, sewer pipe, and arc-chamber systems. Metallic materials shall not be permitted. Underground storage chambers are to be clearly labeled on Engineering plans as "Private Stormwater Storage Chamber". Sewer pipe connecting the building to the chamber shall be backfilled with bentonite to prevent migration of water along the trench. Access ports shall be constructed to permit access to all areas of the system for maintenance. A sump and access port shall be provided a the location of the incoming sewer pipe. A restrictive covenant is required to be recorded for this type of stormwater management facility including long-term operation and maintenance requirements. The design engineer shall inspect and certify all critical elements of the system and as-built volume created.

5. Detention Outlet

The ~~reservoir~~ outfall system shall include the outfall structure ~~itself~~ and the outfall sewer conveyance system ~~proposed for construction. The facility is to be maintained~~ . The outfall shall meet all requirements for storm sewer and ~~operated~~appurtenance and shall operate by gravity ~~wherever feasible in the opinion of the~~ unless otherwise approved by the Village Engineer. ~~Pumping will not be allowed in~~

Restrictors for detention basins serving residential ~~areas and in commercial/industrial areas only where necessary~~property shall have a minimum 1.5 inch diameter and ~~where adequate~~ shall be easily accessible for cleaning and maintenance ~~staff by the owner is available. When pumping is required, a low maintenance, energy efficient pumping station with backup power provisions meeting the detailed requirements of the Village Engineer~~. Restrictors for other uses shall ~~be provided.~~ conform to MWRDGC Standard Details. The ~~outfall sewer shall meet all the applicable requirements for storm sewers and appurtenances (previously described) in these Standards.~~

~~The~~ maximum ~~allowable release rate shall be limited to the amount determined as previously described. In the case of pumping facilities, the control shall be the~~discharge capacity of ~~the pumps. In the case of gravity flow, the control may be either a mechanical device, limiting the flow to the design capacity regardless of upstream or downstream hydraulic conditions, or a hydraulic control with a variable release rate with a maximum no greater than the maximum allowable release rate described above.~~

~~The maximum capacity of a~~an outlet structure shall be its flow capacity with water in the reservoir at the design high water level and the water in the downstream receiving sewer at the crown of the sewer or, in the case of a surface receiving channel, with the water level at the hydraulic gradient under design storm conditions. ~~-~~An approved overflow ~~point(s)~~ shall be designated at 0.1 feet above design high water.~~–~~ Other edges of the

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detention area shall be 0.5 feet minimum above design high water to direct any overflow to the designated overflow.

6. ~~9.~~ Secondary Benefits

The design of storm water ~~holding~~management facilities for low annual maintenance costs and to provide secondary aesthetic, recreational, and other benefits is encouraged. ~~-~~Approval of the ~~details of~~ design for such ~~secondary~~ benefits ~~is required as necessary to protect~~ shall consider protecting the public health ~~and~~, safety, and adjacent property values.

7. ~~10.~~ Storm Water Pumping Facilities and Force Mains

If necessary, for commercial or industrial properties, pumping facilities shall be designed in accordance with ~~good~~sound engineering practice and the detailed requirements of the Village Engineer. ~~-~~Standby power ~~and maintenance staff~~systems shall be required.

8. ~~11.~~ Control Facilities

When required by the Village Engineer for those pumping facilities where satisfactory performance is considered particularly critical, telemetering control and report back capability to the Village Public Works Department will be required.

~~12. High Water Level~~

~~Design high water level for storage in a reservoir shall be set at such an elevation that, for 115% of the 100 year storm, all flood water from the upstream watershed shall be confined within the underground storm sewer system and surface flow-ways, if any, leading to the reservoir. Drainage easements shall be provided.~~

9. ~~13.~~ Guard Rails and Fencing

All sharp or vertical breaks in grade at inlet and outlet structures shall be protected with guard rails or fencing~~. When, in the opinion of the Village Engineer, such local areas cannot be adequately protected or where other hazardous conditions may exist, or when side slopes generally exceed one (1) vertical to three (3) horizontal, the entire reservoir shall be fenced with a locking gate.~~ with a locking gate.

~~14.~~10. Willow Trees

All existing willow trees within ~~seventy five~~75 feet ~~(75')~~ of any proposed ~~stormwater~~storm water facility ~~and inlet/discharge~~ or pipe~~(s)~~ shall be removed. ~~-~~If ~~any applicable~~ willow trees are not located on the property to be developed, the developer ~~will~~shall use ~~its~~their best efforts to obtain approval from the appropriate property owner~~(s)~~ for their removal. ~~-~~If the removed willow tree is the only tree within 1,000 square feet~~, then one new tree (~~ it

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shall be replaced with a minimum ~~3' diameter) must be~~ 3 inch caliper tree planted ~~on~~within the property ~~in which the willow tree was removed from~~limits.

J. ~~K.~~ MATERIAL SPECIFICATIONS

~~All~~ storm sewer system elements shall conform to the following specifications:

1. ~~1.~~ Sewer Pipe

(a) ~~(a)~~ Sump pump ~~services (4")~~service and ~~small storm~~ sewer ~~lines (6" to 10")~~ service pipe under 12 inches diameter shall be PVC SDR 26 ~~sewer pipe~~ ASTM D-3034 or Ductile Iron Class 52 pipe.

(b) ~~(b~~PVC storm sewer pipe shall be SDR 26 ASTM D-3034 or equivalent.

(c) Reinforced concrete pipe (12 ~~-~~inch diameter and larger), circular reinforcement, minimum Class III, ASTM C76.

~~(c~~(d) Reinforced concrete arch culvert pipe - double line reinforcement, minimum Class III, ASTM C506.

~~(d~~(e) Reinforced concrete elliptical culvert pipe - minimum Class HE-III or VE-III, ASTM C507.

~~(e~~(f) PVC underdrain pipe ~~(4 and 6 inch diameter) -~~ PVC SDR 26 ASTM D2729~~, SDR26~~.

2. ~~2.~~ Sewer Pipe Joints

(a) ~~(a)~~ PVC pipe ~~-~~ ASTM D3212, push-on type, except underdrain pipe, which shall have solvent, welded joints.

(b) ~~(b)~~ Reinforced concrete pipe ~~-~~shall have ASTM C443 ~~("~~O" ring~~), or mastic joint sealer~~ gaskets.

(c) ~~(c)~~ Reinforced concrete arch or elliptical pipe ~~-~~ ASTM C877.

3. ~~3.~~ Casing Pipes

~~Steel pipe - ASTM A120, 3/8 inch minimum wall thickness with 1/2 inch bond weld, bituminous coated.~~

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Circular steel casing pipe shall conform to the approved and permitted plans. Stainless steel casing spacers and rubber end seals are required on all installations. Record drawings are required for casing location and elevation.

4. Manholes and ~~Catch Basins~~Structures

(a) ~~(a)~~ Precast circular reinforced concrete structures ~~-~~ ASTM C478 and ASTM C443. All sections shall be tongue and grooved and sealed with butyl rubber joint sealant.

~~(b) Size:~~

~~- For sewers 18 inches in diameter or less, manholes shall have a 48 inch inside diameter.~~

~~- For sewers 21 to 36 inch in diameter, manholes shall have a 60" inside diameter.~~

~~- For sewers greater than 36 inches in diameter, manholes shall have an offset riser pipe of 48 inch inside diameter.~~

(b) ~~Inlets shall have~~ Control Structures must have a minimum of 10-inches of clearance between the top of the baffle wall and bottom of the concrete flat top structure.

(c) A minimum of 4-inches of bedding stone shall be provided under the proposed structure.

(d) Structures shall be sized in accordance with National Precast Concrete Association recommendations and the following:

- Single pipe inlet structures may be 24 inch inside diameter ~~and~~to a maximum depth of ~~four (~~4~~)~~ feet.

~~-~~ ~~(c)~~ Minimum inside diameter of other structures shall be 48 inches inside diameter.

(e) Adjustment:

~~No more than three (3)~~ A minimum of 2 inches of precast ~~concrete~~ adjusting rings ~~with a twelve (12)~~ shall be installed on every structure. No more than 3 adjusting rings with an 8-inch maximum height adjustment shall be allowed. Two butyl rubber sealant strips shall be installed between adjusting rings, the structure, and the casting.

~~(d)~~

(f) Pipe ~~and frame seals~~connections:

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- All pipe connection openings shall be precast with mastic watertight pipe to manhole seals. External flexible watertight sleeves may also be used from the manhole cone to the manhole frame.

(e) Or

- All pipe connection openings shall be precast and sealed with concrete brick and hydraulic cement in a workmanlike manner.

(g) Bottom sections:

- All bottom sections shall be precast concrete including bases and.
- Concrete benches shall be poured concrete invert flowlines.in all inverts to eliminate standing water.

- Catch basins shall have a minimum diameter of 48 inches andbasin sumps ofshall be 30 inches.

(h) Top Sections:

- Cone sections shall be eccentric and have a 3-inch integrally cast concrete collar.

5. Castings

(a) Manhole frame and cover frames shall be Neenah No. R-1712R-1713 in pavement or R-1772 in turf areas, or equivalents. Solid covers shall be embossed "STORM SEWER", or Neenah R-1772-C in grass areas" with concealed pickholes.

(b) Manhole steps - Neenah No. R-1981-I or approved plastic.

(c) Six (6) inch curb and gutter inlets - East Jordan 7220 catch basin curb inlet, heavy duty with M1 grate and T1 back.

(d) Four (4) inch curb and gutter inlets - Neenah No. R-2015 or Neenah No. R-3501-D2A.

(b) (e) All open grate castings shall be embossed "DUMP NO WASTE".

(c) Curb and gutter inlet frames shall be Neenah R-3275, or equivalent.

(d) Yard inlets shall be Neenah No. R-4340-B, or equivalent.

(f(e) Parking lot inlets shall be Neenah No. R-2502., or equivalent

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(g) Neenah (f) "Vane" type open grates shall be utilized in gutter sections roadway troughs to improve the hydraulic capacity where dictated by flow calculations (Neenah R-3588-L or R-3501-TR)..

(h) All grates shall be bicycle-safe, as applicable.

6. Crushed Granular Bedding

Crushed aggregate - CA-7, CA-11, or approved equal.

(g) 7ADA compliant grates are required when installed within the limits of a pedestrian crosswalk.

6. Headwalls/ and Flared End Sections

Storm pipespipe discharging to riversa waterway or streamsdetention basin shall terminate at a reinforced concrete headwall with wing walls or with a precast concrete flared end section and rip-rap, as permittedapproved by the Village Engineer, IDOT (Division of Water Resources) and/or U.S. Army Corp. of Engineers.

Approved grating and/or screens Flared end sections shall be installed with locking devicesprecast concrete toe blocks and shall be joined to the adjoining pipe segment with 2 tie rods. Steel grates shall be provided for all flared end section 18 inches and larger.

Grating shall be installed on all end sections and headwalls unless waivedfor storm sewer pipe 18 inches and large and as approved by the Village Engineer.

8. Loadings

The depth to which a particular type or class of pipe may be used shall be selected to provide protection against structural failure when subject to all future dead loads, live loads and impact. For design purposes, live load plus impact shall be assumed to be in no case less than that resulting from a surcharge at the ground surface of 250 pounds per square foot.

In computing trench loading, the Marston formula or table based on the Marston formula shall be used with proper consideration for pipe material, class, trench width and depth.

9. Remedial Residential Work

In existing residential areas where remedial drainage work is being performed, other types of plastic pipe and drainage structures such as those supplied by Advanced Drainage Systems (ADS) and Nyloplast Engineered Surface Drainage Products may be used with written approval from the Village Engineer.

10. 7. Underground Detention Systems

Pre-cast, or cast-in-place, reinforced concrete only.

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K. ~~L.~~ CONSTRUCTION REQUIREMENTS

~~Construction requirements for the installation of storm sewers are identical to sanitary~~ Storm sewer ~~construction.~~

~~Construction requirements for drainage swales, retention/detention~~and storm water management facilities ~~and open channels~~ shall be constructed in accordance with ~~IDOT and MWRDGC Standard Specifications and these~~ the Standards~~.~~

~~The contractor~~ listed in this section. Where there is ~~responsible for the construction techniques, procedures and compliance with O.S.H.A.~~ conflict between standards ~~to insure a safe and proper installation.~~

~~1. Storm Sewer Appurtenances~~

~~All appurtenances~~the more restrictive requirement shall ~~be constructed of precast units or be poured in place~~govern.

~~If castings must be adjusted to meet the finished grade line, all adjustments are to be made with precast concrete rings. All adjusting rings must be sealed to the casting, as well as to the cone section of the structure with mastic and mortar. The maximum height of adjusting rings shall be twelve (12) inches.~~

~~All headwalls and spillways must be poured in place concrete or precast and shall be designed in accordance with the State Standard Specifications.~~

~~2. Channels~~

~~Channels and paved inverts shall be made to conform accurately to the proposed profile and shall be brought together smoothly with well-rounded junctions, satisfactory to the Village Engineer.~~

~~3. Backfilling~~

~~The space between the sides of the excavation and the outer surfaces of the storm sewer manholes shall be backfilled with selected granular backfill if the manhole is in a pavement or if the nearest point of the excavation for the manhole falls within two (2) feet of the pavement edge.~~

~~If the structure falls beyond these limits, other backfilling materials may be used, provided they meet with the approval of the Village Engineer.~~

~~4. Cleaning~~

All newly constructed ~~manholes, inlets and catch basins~~structures shall be cleaned of any accumulation of silt, debris or foreign matter of any kind and shall be free from such accumulations at the time of final inspection.

~~5. Placing Castings~~

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L. ~~All castings~~ INSPECTION AND TESTING

~~shall be placed with mastic and mortar beds. The mortar shall be mixed in proportions of one (1) part cement to three (3) parts sand by volume, based on dry materials. Castings shall be set accurately to the finished elevation so that no subsequent adjustment will be necessary.~~

1. ~~M. RESTORATION,~~ CCTV Inspection

Upon completion of construction but prior to initiation of the maintenance guarantee period, or as deemed necessary during the construction of the storm sewer, an internal inspection of the sewer shall be performed. CCTV footage and a written report of all CCTV inspections conforming to NASSCO standards shall be provided to the Village prior to connecting individual services and prior to the initial acceptance required by these Standards. The form of the report and format of the video footage shall be approved by the Village Engineer. The video shall be high quality and resolution, and the report shall explicitly identify all sags, connections, and defects.

2. Deflection Testing

~~A.~~ Deflection testing of new flexible sewer shall be performed in accordance with the "Standard Specifications~~INSPECTION AND TESTING~~

~~1. Restoration of Surface and Paved Streets~~

~~Restoration~~ for ~~storm sewer installation shall be the same as for sanitary sewers.~~

~~2. Inspections~~Water and ~~Tests~~

~~All storm sewers shall be properly cleaned, flushed and rodded, if necessary, prior to acceptance by the Village. If sanitary wastes or unusual debris are found~~Sewer Construction in ~~the storm drainage system,~~Illinois" or ~~if required~~as approved by the Village Engineer~~ for special circumstances, the section of storm sewer suspected shall be T.V. tested in order to locate the point(s) of cross connection and corrected by the developer prior to retesting and approval of/by the Village Engineer~~.

~~(a) Cleaning:~~

~~All sewers and appurtenances shall be cleaned prior to inspection and testing.~~

~~(b) Visual Inspection:~~

~~(1) All storm sewers and appurtenances shall be visually inspected by representatives of the developer during and following construction prior to the request for Village Engineering inspection.~~

~~(2) Sewers designed to be straight between manholes will be tested for straightness by flashing a light with a mirror from manhole to manhole, lamping or by other suitable means.~~

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~~(c) Record Drawings:~~

M. ~~—~~RECORD DRAWINGS

Prior to acceptance of the ~~storm sewer~~Storm Sewer and ~~drainage~~Drainage systems, Record Drawings ~~of the system must~~shall be ~~delivered~~submitted to the Village in electronic and hard copy formats as approved by the Village Engineer.~~-~~ The Record Drawings shall indicate all structure locations, the size, length, slope, and material of all sewer lines, and shall be certified as to accuracy by an Illinois ~~Registered/Licensed~~ licensed Professional Engineer or ~~registered/licensed surveyor.~~ Illinois licensed Professional Land Surveyor. See As-Built Checklist for required format of As-Built submittals.

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A. GENERAL

All development under the jurisdiction of the Village shall include provisions for the construction of roadways and appurtenances to serve each parcel of property within the development designed in accordance with this Section. Where more than one building, other than an accessory building, is located or planned on one parcel of property, the proposed construction shall also include access roadways as required to serve each such building.

Shared driveways or frontage roads shall be encouraged along major roadways.

The design of all roadways and driveways proposed for construction as independent projects under the jurisdiction of the Village shall also meet the technical requirements of this Standard. All traffic signal installations, both new and replacement, shall meet the regulatory Highway Department Standards and be equipped with the signal control preemption system with confirmation beacon as approved by the Village of Northbrook Fire Chief.

The arrangement, character, extent, width, grade and location of all streets to be dedicated to the public, parking lots, driveways and all private streets shall be compatible and complimentary to existing and planned streets, to reasonable circulation of traffic within any development and adjoining lands, to topographical conditions, to runoff of storm water, to public convenience and safety, and in their ~~relations~~relation to the proposed uses of the area to be served. All traffic intersections, driveways and confluences must encourage safe and efficient traffic flow.

~~Regardless of size, all developments within the corporate limits or under the control of the Village shall include provisions for the construction of roadways and appurtenances in private, PUD and dedicated streets to serve each parcel of property within the development designed in accordance with this Section.~~ Contractors ~~Where more than one building, other than an accessory building, is located or planned on one parcel of property, the proposed construction shall also include access roadways as required to serve each such building. Shared driveways and/or frontage roads shall be encouraged along major roadways.~~

~~The design of all roadways and driveways proposed for construction as independent projects under the control of the Village shall also meet the technical requirements of this Standard. All traffic signal installations, both new and replacements, shall meet all Illinois Department of Transportation Standards for such signals and be equipped with the signal control preemption system with confirmation beacon. All systems of equal quality and performance may be considered with approval of the Northbrook Fire Chief.~~

~~The contractor and/or subcontractors who are~~ engaged in the construction of improvements on dedicated street rights-of-way must be qualified for such work by the Village Engineer.

~~B. PUBLIC EASEMENTS AND UTILITIES (See Section II - Water Distribution System and Appurtenances - Page II-3)~~

B. ~~C.~~ STREET CLASSIFICATION

~~Certain variables in geometrics~~ Geometrics and structural design discussed in this Section are dependent on the functional classification of the street in question. ~~For the purposes of this Section, all roadways on the Street Plan will be classified under one of the following categories:~~The functional classification shall be as set out in the Village's Subdivision and Development Code and as approved by the Village Engineer.

~~1. Freeway/Tollway~~

~~A limited access facility which serves major traffic movements, including regional, state and interstate travel. The primary function of this facility is to carry major volumes of traffic at reasonably high speeds along controlled access corridors. Access to the freeway/tollway system is provided at selected interchange locations.~~

~~2. Regional Arterial~~

~~A major highway which is a link in the regional transportation system for both through and local traffic. Regional arterials provide access to the freeways, to other regional arterials and also connect communities and major land uses within a metropolitan area. This type of roadway has regional importance because of its alignment, continuity, capacity and its connections with other regional traffic carriers.~~

~~3. Community Arterial~~

~~A street or highway with direct access to abutting properties and on which geometric design and traffic control measures are used to expedite the safe movement of traffic. It's purpose is to connect different parts of the community. This type of street is continuous through the community and may extend into neighboring communities. Although these streets may handle large traffic volumes, the bulk of the trips are relatively short (less than five miles).~~

~~4. Community Collector~~

~~This type of street is intended to connect different activity areas within the community. The function of this type of street is to collect and distribute traffic between several neighborhood areas and/or major traffic generators.~~

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~~A community collector carries less traffic than a community arterial. It provides direct access to abutting properties and connects to the arterial street system.~~

~~5. Neighborhood Collector~~

~~This type of street is intended to serve only vehicle trips generated to and from the neighborhood it serves. The function of this type of street is to collect and distribute traffic between a neighborhood and the community collector and arterial streets. It has direct access to abutting properties and connects local streets to the arterial street network.~~

~~6. Local Street~~

~~This street is intended to serve vehicle trips generated by land use abutting the street. The function of this type of street is local access within a neighborhood.~~

~~7. Frontage Road~~

~~Where a development borders on or contains an existing or proposed major street, the Village Board may require a frontage road for protection of residential properties and to afford separation of through and local traffic. If a frontage road is required, then screening and landscaping, or both, shall be required in the strip of land reserved to prevent access to the major street between intersections and having a minimum width of ten (10) feet.~~

~~The functional category of the street under consideration shall be as set out on the Street Plan of the Village, a copy of which may be inspected in the office of the Village Engineer and, if not so set out on that plan, shall be provided an applicable classification by the Village Engineer.~~

~~The classification of new streets as well as variations to street classifications shown in the following Chart for a given street, must be submitted to the Village Engineer for his review prior to plan submittal to the Plan Commission.~~

The following Pavement Design and Right-of-Way Chart is intended to show minimum right-of-way widths and the minimum design standards for a particular street classification. If, in the opinion of the Village Engineer, traffic use or geometric considerations for a road or a part of a road warrant a greater right-of-way width, a wider pavement width ~~and/~~or a greater structural number than listed on the Chart, the Village Engineer shall submit ~~his~~their written reasons to the Village

Manager. Variation requests must follow the procedure outlined in Section I, Administration ~~and Enforcement~~.

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Pavement Design and Right-of-Way Chart

TYPE OF STREET CLASSIFICATION	MINIMUM MINIMUM RIGHT-OF-WAY WIDTH	MINIMUM WIDTH (back of curb to back of curb)	CROWN	MINIMUM STRUCTURAL NUMBER	MINIMUM CURB REQUIREMENT
Regional Arterial	80-120 feet* (100' typical)	60 - 63 feet	Varies	4.5	B-6.24
Community Arterial	66-100 feet (80' typical)	43 feet or 2 – 24 foot w/median strip	6'' 4-1/2''	4.0 4.0	B-6.24
Community Collector	80 feet	43 feet	6"	3.5	B-6.1
Neighborhood Collector	66-80 feet	43 feet	6''	3.75	B-6.1
Local Street					
- Cul-de-sac **					
400' or less	60 feet	27 feet	4''	3.0	B-6.1
401' - 600'	60 feet	27 feet	4''	3.0	
- Dedicated (other than Cul-de-sac)	60feet	27 feet	4"	3.0	B-6.1
- Private (PUD)	---	24-27 feet	4"	3.0	
- Sub-Standard	60 feet	20 feet	3"	2.5	B-6.1
Industrial	66 feet	43 feet (no parking)	5"	3.75	B-6.12
Minor Business	60 feet	32 feet (no parking)	5"	3.5	B-6.12
Frontage Road (Dedicated)	Varies	24 feet	3"	3.0	B-6.12

* Per IDOT and CCHD Design Standards

** The pavement diameter (back-to-back) of circular-ended cul-de-sacs shall be 53.5' radius (107' diameter) for cul-de-sacs with normally a 140' diameter right-of-way.

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~~D~~

STREET CLASSIFICATION	MINIMUM RIGHT-OF-WAY WIDTH	MINIMUM PAVEMENT WIDTH (BACK TO BACK)	MINIMUM CROWN	MINIMUM STRUCTURAL NUMBER	MINIMUM CURB AND GUTTER REQUIREMENT
Regional Arterial	100 feet*	60-63 feet	Variable	4.5	B-6.24
Community Arterial	80 feet*	43 feet or 2 @ 24 feet with median	6 inches	4	B-6.24
Community Collector	80 feet*	43 feet*	6 inches	3.5	B-6.12
Neighborhood Collector	66 feet*	43 feet*	6 inches	3.75	B-6.12
Local Street (Dedicated)	60 feet*	27 feet*	4 inches	3.0	B-6.12
Local Street Cul-de-sac	140 feet diameter	107 feet diameter	2 percent	3.0	B-6.12
Local Street Private (PUD)	Not applicable	24 feet	4 inches	3.0	Not applicable
Industrial	66 feet	43 feet without parking	5 inches	3.75	B-6.12
Minor Business	60 feet	32 feet without parking	5 inches	3.5	B-6.12
Frontage Road	Variable	24 feet	3 inches	3.0	B-6.12

*Subdivision and Development Code 4-102.A

C. DESIGN

1. General

Proposed new streets shall be designed and located in relation to existing and planned streets, to topographical conditions, and natural terrain features such as streams and existing tree growth, to public convenience and safety, and in appropriate relation to the proposed uses of land to be served by such streets.

All streets shall be properly integrated with the existing and proposed system of thoroughfares and dedicated rights-of-way as established on the current Village ~~Street Plan~~street map and the Northbrook Comprehensive Plan for Future Land Use.

Pavement design shall relate to the street classification. All new streets, either public or private, within the corporate limits of the Village shall be improved with ~~bituminous concrete,~~hot-mix asphalt (HMA), portland cement concrete pavement, or interlocking paving blocks ~~and~~ bordered by ~~Portland Cement~~portland cement concrete ~~combination~~ curbs and gutters. Driveways to individual residential buildings do not require curbs and gutters or ~~concrete~~ barrier curbs. Driveways to all other uses and buildings may require ~~combination concrete~~ curbs and gutters or barrier curbs where deemed necessary by the Village Engineer.

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All thoroughfares shall be properly related to special traffic generators such as industries, business districts, schools, churches, and shopping centers; to population densities; and to the pattern of existing and proposed land uses.

Local and collector streets shall be laid out to conform as much as possible to the topography, to discourage use by through traffic, to permit efficient drainage and utility systems, and to require the minimum number of streets necessary to provide convenient and safe access to property.

The rigid rectangular gridiron street pattern need not necessarily be adhered to for collector streets, and the use of curvilinear streets may be acceptable. ~~However, cul~~Cul-de-sacs, U-shaped streets, and dead ends shall be discouraged.

~~Proposed streets shall be extended to the boundary lines of the tract to be subdivided, unless prevented by topography or other physical conditions, or unless in the opinion of the Plan Commission such extension is not necessary or desirable for the coordination of the layout of the subdivision with the existing layout or the most advantageous future development of adjacent tracts.~~

In business and industrial developments, the streets and other accessways shall be planned in connection with the grouping of buildings, location of rail facilities, truck loading and maneuvering areas, ~~and~~ walks, and parking areas ~~so as~~ to minimize conflict of movement between the various types of traffic, including pedestrian.

Where adequate right-of-way is available, or can be made available, turning bays, protected with barrier median or rumble strips, shall be provided on all community arterial streets at all major intersections and on community collector streets at their intersection with all regional and community arterial streets as deemed necessary by the Village Engineer.

2. Pavement Cross-Section

The pavement cross section shall be determined using the Pavement Design or Pavement Rehabilitation process prescribed in the IDOT Bureau of Local Roads and Streets (BLRS) Manual and as approved by the Village Engineer. New HMA pavement may use the following coefficients when calculating the pavement Structural Number:

Structural Layer	Coefficient
New HMA surface or binder course	0.44
Type A crushed granular base	0.14

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When rehabilitating existing HMA pavement, the developer shall obtain existing condition pavement cores and use the BLRS Manual to evaluate the existing pavement structure and necessary improvements to achieve the desired pavement Structural Number.

The following table of minimum pavement course thickness shall be utilized~~:~~

~~Flexible and Rigid Pavement Table~~

~~FLEXIBLE PAVEMENTS~~	~~THICKNESS~~		
~~Minimum Structural~~	~~Binder~~	~~Surface~~	
~~(a)~~ ~~Number~~	~~Course~~	~~Course~~	
~~2.50 to 3.00~~	~~1 1/2"~~	~~1 1/2"~~	
~~3.01 to 3.99~~	~~2"~~	~~1 1/2"~~	
~~4.00 and greater~~	~~2 1/2"~~	~~2"~~	

~~RIGID PAVEMENTS~~	~~THICKNESS~~
~~3.50 to 3.99~~	~~7" to 8"~~
~~4.00 to 4.99~~	~~8" to 10"~~

~~Thickness shall be rounded up to the nearest one-half (1/2) inch.~~

~~(a) Flexible Pavement and Medians~~

~~The design of all flexible pavements shall be based on IDOT's Highway Design Manual Pavement Computational Method. Traffic Factor and Minimum Structural Design Number~~ for ~~the type of street in question, determined by the Village Engineer.~~all new pavement designs:

~~(b) Base Course~~

~~Only BAM may be used. A pozzolanic base will not be allowed. Crushed aggregate base course can be used only with written permission of the Village Engineer.~~

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~~(c) Fabrics~~

~~Woven paving fabrics with asphaltic cement tack coat may be used in overlaying existing pavements. Non-woven sub-grade fabrics may be used for sub-grade stabilization and to improve subsurface drainage.~~

~~(d) Rigid Pavements~~

Structural Layer	Minimum Thickness
HMA surface course	2.0 inches
HMA binder course	4.0 inches
Portland cement concrete	6.0 inches
Type A crushed granular base*	6.0 inches

*Granular base to be used for HMA and PCC Pavement

(a) Flexible Pavement and Medians

~~The design of all concrete pavements shall be based on the minimum thickness as determined by multiplying the structural coefficient for reinforced concrete pavements (0.5) by the required structural number from the Flexible and Rigid Pavements Table above. The thickness shall be rounded up to the nearest one-half (1/2) inch.~~ Flexible pavement designs shall be based on IDOT's BLRs Manual using a 20-year design life and traffic factors as approved by the Village Engineer. All pavement sections shall consist of a HMA Surface course, HMA Binder course, and crushed Aggregate Base Course, Type A.

HMA~~ Concrete pavement shall be reinforced with rigid wire mesh (6" x 6", #6). The pavement shall have a longitudinal center line joint and transverse joint design subject to approval of the Village Engineer.~~

~~High Early Class X concrete with air entrainment may be used.~~

~~(a)~~ ~~(e) Testing and Acceptance~~

~~Upon completion of all construction within any development, the Village will conduct pavement tests at the developer's expense. All deficiencies, as outlined in this report, shall be repaired as specified in the report and to the Village Engineer's satisfaction prior to the installation of the final surface course.~~

~~(f)~~ ~~The bituminous~~ binder course ~~for all flexible type pavements must~~ shall set for a minimum of nine ~~(9)~~ months, including a winter and a spring, unless otherwise waived by the Village Engineer. ~~-~~After this setting period has passed, one pavement core per ~~nine hundred (~~900~~)~~ lineal feet of measured pavement ~~must~~shall be taken.

A report shall be submitted to the Village Engineer listing thickness of aggregate base and binder courses and the type and condition of subgrade material as determined from the cores. ~~If the results of the cores indicate~~The developer shall remediate all pavement deficiencies~~, additional cores will~~ to the satisfaction of the Village Engineer.

(b) Rigid Pavements and Medians

The design of rigid pavements shall be based on IDOT's BLRS Manual using reliability and traffic factors as approved by the Village Engineer. Concrete pavement shall be reinforced with rigid wire mesh (6" x 6", #6). The pavement shall have a longitudinal center line joint and transverse joint design approved by the Village Engineer.

(c) Base Course

~~taken at intervals~~Type A crushed aggregate base courses are required under all pavement sections and shall extend 12 inches past the back of curb.

(d) Testing and Acceptance

Upon completion of all construction within any development pavement tests shall be performed at the developer's expense as directed by the Village Engineer. Testing may include density verification, material properties, section cores, Dynaflect, and smoothness testing. All ~~cores taken~~deficiencies shall be ~~numbered and delivered to~~repaired as approved by the Village Engineer. ~~Upon receipt of this report and cores, the Village Engineer will review said report and will perform an inspection of the existing base and binder courses. All base and binder course failures will then be repaired to the Village Engineer's satisfaction.~~

3. Street Intersections

Streets shall be laid out ~~so as~~ to intersect as nearly as possible at right angles. ~~-~~A proposed intersection of two ~~(2)~~ new streets at an angle of less than ~~seventy five (~~75~~)~~ degrees shall not be acceptable. ~~-~~Not more than two ~~(2)~~ streets shall intersect at any one point unless ~~specifically~~ approved by the Village Board of Trustees.

Proposed new intersections along one side of an existing street shall, wherever practicable, ~~coincide~~align with any existing intersections on the opposite side of such street. ~~-~~Street jogs with centerline offsets of less than ~~one-hundred fifty (~~150~~)~~ feet shall not be permitted, except where the intersected street has separated dual drives without median breaks at either intersection. ~~–~~Where streets intersect major streets, their alignment shall be continuous.

Minimum curb radius at the intersection of two ~~(2)~~ local streets shall be at least ~~twenty-five~~25 feet ~~(25')~~ and minimum curb radius at an intersection involving a collector street

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shall be at least ~~thirty~~30 feet ~~(30'). .~~ Alley intersections and abrupt changes in alignment within a block shall have the corners cut off in accordance with standard engineering practice to permit safe vehicular movement.

Intersections shall be designed with a minimum grade wherever practical. ~~-~~ In hilly or rolling areas, at the approach to an intersection, a leveling area for vehicular storage shall be provided, having no greater than a ~~two~~2 percent ~~(2%)~~ grade over a distance of ~~sixty~~60 feet ~~(60'),~~ measured from the nearest right-of-way line of the intersecting street.

Where any street intersection will involve ~~earth banks~~grades or existing vegetation inside any lot corner that would create a traffic hazard by limiting visibility, the developer shall cut ~~such ground and/~~the grade or vegetation (including trees) in connection with the grading of the public right-of-way to the extent deemed necessary to provide an adequate sight distance.

The cross-slopes ~~(earth slopes) on~~adjoining all streets, including intersections, shall be ~~two~~2 percent ~~(2%)~~ minimum.

4. Alleys

New alleys ~~shall~~are not ~~be allowed in residential, business, commercial~~preferred and ~~industrial districts.~~ if warranted are to be maintained privately. Existing ~~residential gravel~~ alleys shall be ~~surfaced with~~maintained to a ~~two (2) inch thick lift~~minimum pavement Structural Number of ~~bituminous concrete surface, providing~~3.0 or higher as required by the ~~existing granular base is of sufficient thickness and in an acceptable condition~~actual traffic factor as approved by the Village Engineer.

5. Grades

The vertical grades shall not be in excess ~~of five (~~5~~)~~ percent on arterial and collector streets nor in excess of ~~six (~~6~~)~~ percent on other streets, unless approved by the Village Engineer. Streets shall not have a grade of less than ~~one-half of one (~~0.5~~)~~ percent.

~~Where the grade of the street warrants installation of vertical type curbs and other special design of improvements, such as double inlets, because of right-of-way and drainage conditions, the Village Engineer will have final authority.~~

6. Vertical Curves

All changes in street grades shall be connected by vertical curves of a minimum length in feet as prescribed below:

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~~- Local - - 100'~~

~~- Neighborhood Collector - 150'~~

~~- Community Arterial - 300'~~

~~However, if~~

Classification	Minimum Vertical Curve Length
Regional or Community Arterial	300 feet
Community or Neighborhood Collector	150 feet
Local	100 feet
Industrial Minor Business	As approved by the Village Engineer

If the difference in street grade does not exceed ~~one~~1.0 percent ~~(1.0%),~~ no vertical curve is necessary, and the pavement must be designed to ~~drain satisfactorily. In addition, if~~provide positive drainage. If the average running speed is projected to exceed ~~forty~~40 miles per hour ~~(40 mph),~~ or if the algebraic difference in tangent grades so warrant, vertical curves in excess of those specified above may be required by the Village Engineer.

7. Sight Distances

At the points of intersections of proposed roads with existing roads, the minimum stopping sight distance indicated below for the legal speed limits shall be provided on existing roads.

Legal Speed Limit (MPH) *	Minimum Stopping Sight Distance
25 - 30	200 feet
35 - 40	275 feet
45 - 50	350 feet
55	475 feet

*If in the opinion of the Village Engineer, the projected future legal speed limit ~~established in accordance with the State of Illinois "Policy for Establishing and Posting Speed Limits" is~~may be higher than the existing legal speed limit, the higher speed shall be used to determine the minimum stopping sight distance.

8. Subgrade Preparation

The subgrade of all public and private roadways shall be graded and proof rolled. ~~-~~The removal and replacement of soft and unstable material with appropriate backfill must be approved by the Village Engineer in the field prior to placement of the aggregate base

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course. Density testing or evaluation by a geotechnical engineer may be required at the developer's expense as required by the Village Engineer.

Subgrade depth and crown ~~should also~~shall be checked with stringline and witnessed by the Village~~.~~

~~At least one nuclear density test shall be taken in each fill section, with the maximum distance between tests of two hundred (200) feet on alternate sides. One modified Proctor Test shall be taken from each different source of borrowed material, if required by the Village~~ Engineer~~. The Proctor and density tests must be submitted for review and approval by the Village Engineer. Upon approval of these tests, a reinspection of the subgrade will be made by the Village, and the subgrade must be approved~~ prior to ~~placing~~placement of any ~~type of curb and gutter or~~aggregate base ~~material~~course.

~~The Village Engineer may waive the requirement for material testing and soil reports for roadway paving projects less than 200 feet in length.~~

All subgrade material shall have a minimum ~~Illinois~~Immediate Bearing ~~Ratio (IBR~~Value (IBV) of ~~3~~6.0. ~~-~~Subgrade material having an ~~IBR~~IBV less than ~~3~~6.0 shall be removed and replaced with a suitable fill material or the pavement must be designed to compensate for the soil conditions. ~~-~~The soil support ~~IBR~~IBV values selected for use by the designer shall represent a minimum value for the soil to be used.

At the request of the Village Engineer, a copy of all pavement design and computations for the proposed pavement data shall be submitted.

Subgrade excavation shall be a minimum of ~~one (~~1~~)~~ foot wider than the proposed back of curb. ~~-~~The entire subgrade shall be thoroughly compacted.

~~9. Composite Pavement Strength~~

~~The pavement shall be designed and constructed so as to obtain a twenty (20) year service life with an increasing traffic factor with only minimal maintenance before a resurfacing is required.~~

~~Prior to the installation of the bituminous surface course, but after the installation of the binder course, the developer shall notify the Village Engineer that he intends to surface~~

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the street. The Village Engineer may elect to obtain a Dynaflect Pavement Evaluation Program Report of the completed pavement improvements at the developer's cost.

The Dynaflect Pavement Evaluation Program shall be performed according to the Dynaflect Pavement Evaluation Specification on file in the office of the Village Engineer.

The program shall evaluate the existing condition of the base and binder course in two hundred (200) foot sections. It shall determine whether or not the pavement section with the addition of the surface course of design thickness will be projected to meet a twenty (20) year pavement life or greater.

If the pavement section is projected to meet a life expectancy of twenty (20) years or more, then the developer shall proceed with the placement of the final surface.

If the pavement section is not projected to meet a life expectancy of twenty (20) years or more, then the report shall propose asphalt overlays in excess of the surface course design thickness or pavement reconstruction so as to bring the new pavement section to a twenty (20) year life expectancy. The Village Engineer shall evaluate the results of the report and inform the developer of any required pavement repair for each section. These repairs shall be completed before the final surface is applied.

10. Design References

All pavement shall be designed and constructed in accordance with one or more of the following references as they apply:

(a) Standard Specifications for Road and Bridge Construction, Illinois Department of Transportation, latest edition.

(b) Manual for Structural Design of Portland Cement Concrete Pavement, Illinois Department of Transportation, latest edition.

(c) Manual of Instructions for the Structural Design of Flexible Pavements on Projects Involving MFT, FAS and FAUS Funds, Illinois Department of Transportation, latest edition.

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(d) Design Manual, Illinois Department of Transportation, latest edition.

D. E. CONSTRUCTION MATERIALS

Pavement materials approved for street construction shall comply with the minimum requirements as tabulated in IDOT's current Table of Coefficients for New Pavement Structure Materialsof the Illinois Department of Transportation.

E. F. SPECIAL REQUIREMENTS FOR BITUMINOUSHOT MIX ASPHALT PAVEMENT

The following qualifications and requirements shall apply to bituminousHMA pavements regardless of design method used:

1. No construction required by this Section shall be done after November 1st or before May 1st without authorization byapproval of the Village Engineer.

2. Minimum allowable roadway pavement design structural number is 2.5.

2. Longitudinal joint sealer shall be applied to all longitudinal cold joints prior to placing the surface course in accordance with IDOT standards.

3. In new construction, surface course shall be placed no earlier than the construction season following the season in which the binder course was placed.

4. Minimum acceptable Illinois Bearing Ratio for subgrade is 3.0.

5. Where IBR for underlying soil is less than 3.0 it shall be removed or otherwise modified as required to meet this minimum.

6. Minimum granular subbase thickness shall be four inches (4"). Granular subbase shall extend a minimum one-foot (1') beyond the combination curb and gutter.

7. Minimum base course thickness is 7 inches.

G. 4. Prior to final HMA surface being installed a non-tracking tack coat shall be applied in accordance with IDOT standards.

F. SPECIAL REQUIREMENTS FOR CONCRETE PAVEMENT

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The following qualifications and requirements shall apply to ~~Portland Cement~~portland cement concrete ~~pavement regardless of design method used:~~pavements.

1. ~~1. No Portland Cement~~No concrete pavement shall be constructed in any year after November 1st without the approval of the Village Engineer~~ and in no case when frost is present in the subgrade~~.

2. ~~In all roadways, Portland Cement concrete~~ Concrete pavement shall not be ~~designed and reinforced~~constructed when frost is present in the subgrade.

3. All exposed surfaces of newly poured concrete shall be protected against rain.

4. The concrete shall be cured with the application of a membrane curing compound conforming to IDOT standards.

5. When the temperature of the air is expected to drop below 45 degrees Fahrenheit within 72 hours after placing, the concrete shall be protected in accordance with ~~IDOT's Standard Design~~IDOT standards.

6. All concrete placed later than October 1st of the year shall have protective coat applied.

~~2.~~7. Use of ready-mixed concrete from an IDOT approved supplier is required. Delivery tickets shall note the mix designation, time dispatched, date, project name, contractor, and shall be available for ~~Rigid Pavement~~review by the Village Engineer.

~~3. A minimum four inch (4") granular subbase shall be provided. Granular subbase shall extend a minimum one-foot (1') beyond the combination curb and gutter.~~

G. ~~H.~~ CURBS AND GUTTERS

Combination curbs and gutters shall be constructed on both sides of all street pavements.

Two ~~(2)~~ No. 4 reinforcing bars shall be placed continuously between expansion joints. ~~-~~Expansion joints shall be doweled and spaced no more than ~~sixty (~~60~~)~~ feet on center and at tangent points of all radii. Dowels shall be 1 inch x 18 inch and epoxy coated. Control joints shall be provided at ~~fifteen (~~15~~) feet~~ foot intervals on center and shall consist of ~~an actual~~a saw cut at least ~~one and one-half (1~~ 1~~/2).~~5 inches deep.

Unless otherwise ~~directed~~approved by the Village Engineer~~ pursuant to IDOT Standards, a~~, a 6-inch barrier curb shall be provided on all ~~major~~ streets. ~~All collector streets shall be provided with~~

six (6) inch barrier curbs, except the Village Engineer may approve the installation of mountable curbs in cases where future driveway locations cannot be precisely determined at the time of construction. In all cases, depressedDepressed curb sections shall be provided at all driveways whose locations are known at the time of curb installation. -Depressed curbs shall also be provided at all sidewalk crossings.

H. I. SIDEWALKS

Concrete sidewalks shall be constructed along both sides of all public and private streets unless exempted by the Village Board. . Such sidewalks shall have a minimum width of five (5) feet and a minimum thickness of five (5) inches, with a three (3) -inch thick stonecrushed aggregate base (course with a CA-6), except the sidewalk gradation. Sidewalk thickness shall be six (6) inches thick where passing across an existing or proposed residential driveway. The length of the thickened slab where passing over public utility lines shall be constructed so as to meet the grade of such sidewalks and 8 inches thick at commercial or as may be directed by the Village Engineer or his representative. industrial driveways.

1. At locations where sidewalk crosses utility trenches of any kind the sidewalk shall be reinforced with two, 20 foot long, No. 4 reinforcing bars centered on the utility trench.

1. Material

All materials shall meet the requirements of the Specifications for Road and Bridge Construction. Concrete sidewalks shall be Class X concrete, 5-8% air-entrained, shall have a slump of not less than 2 inches nor more than 4 inches, and a minimum 14 day compressive strength of 3500 psi.

All materials shall conform to IDOT standards.

2. Excavation

If organic material is present at the proposed subgrade, same shall be removed and replaced with compacted crushed aggregate.

Excavation shall include trimming or removal of all trees, roots, and brush that interfere with the installation of the sidewalk.

3. Embankment

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When necessary to construct sidewalk on fill, the fill shall be placed in ~~six (~~6~~)~~ inch lifts~~,~~ ~~thoroughly~~ and mechanically compacted. ~~-~~A level shoulder shall extend ~~one (~~1~~)~~ foot beyond each edge of the walk. ~~-~~Side slopes shall not be steeper than 4:1 except as approved by the Village Engineer.

~~4.~~ Subgrade and Base Preparation

If material has been excavated below the subgrade it shall be replaced with crushed gravel or crushed stone. ~~—~~The subgrade shall ~~then~~ be ~~tamped or rolled until thoroughly~~mechanically compacted prior to placing the aggregate base course.

When the ~~subgrade~~base has been ~~finished~~prepared, and no ~~later~~sooner than 24 hours prior to placing concrete, the ~~contractor~~developer shall notify the Village Engineer that the ~~subgrade~~base is ready for inspection. ~~-~~No concrete shall be placed until the ~~subgrade~~base has been inspected and approved by the ~~Engineering Department~~Village Engineer.

~~5.~~ Grades

Public sidewalks or pedestrian pathways shall not exceed ~~eight (~~8~~)~~ percent grade~~. For grades in excess of ten~~ nor 1.5 percent ~~(10%), steps of an approved design shall be constructed as part of the sidewalk or pathway system~~cross slope.

~~6.~~ Forms and Backfill

Side forms shall be of lumber with a nominal thickness of 2 inches and a minimum ~~depth~~height of 6 inches or of steel of equal rigidity. ~~2" x 4" forms will not be allowed.~~ Forms shall be held securely in place by stakes or braces with the top edges true to grade. The forms shall be lightly coated with oil prior to placing concrete.

The forms shall remain undisturbed for at least 24 hours after the concrete has been placed. Upon removal of the forms, the ~~contractor~~developer shall backfill to the required elevation between the side of the sidewalk and the ground using ~~salvaged top soil~~topsoil as approved by the Village Engineer. ~~-~~The material shall then be compacted until firm and the surface evenly graded. ~~-~~Side slopes outside the level ~~one (~~1~~)~~ foot shoulder limits shall ~~also~~ be graded so that a cut slope does not exceed 2:1~~:2~~ and a fill slope does not exceed 4:1~~:4~~.

~~7. Weather Requirements~~

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~~No concrete shall be placed from November 1 through May 1 or when the air temperature is below 40 degrees Fahrenheit or is between 40 and 45 degrees and falling unless authorized by the Village Engineer. The temperature of the concrete when placed shall be not less than 50 degrees Fahrenheit nor greater than 90 degrees. In no case shall concrete be placed on frozen subgrade.~~

~~8.~~ Placing and Finishing

~~The subgrade shall be adequately moistened and compacted just before the concrete is placed. The six (6) inch thick concrete shall be placed in successive batches for the entire width of the slab, struck off from one half to three fourths inch higher than the finished slab, tamped until all voids are removed and free mortar appears at the surface, thoroughly spaded along the edges, struck off to the true grade, and finished to a true and even surface with suitable floats and trowels. The surface shall be divided by grooves constructed at right angles to the centerline of the sidewalk. These grooves shall be no less than 1 inch in depth nor more than one fourth inch wide and shall have the edges rounded one fourth inch. Each slab shall be five (5) feet unless otherwise approved by the Village Engineer. The side edges of the walk shall also be edged with an edging tool having a one quarter inch radius. A hair broom shall be drawn transversely across the finished surface so as to produce a lightly rough, gritty, non-skid surface.~~

~~9~~ The aggregate base course shall be adequately moistened and compacted before concrete is placed. Concrete shall be placed, consolidated, and finished in accordance with the Standard Specifications for Road and Bridge Construction. Contraction joints shall be tooled at 5 foot intervals.

8. Expansion Joints

Expansion joints shall consist of preformed joint filler. ~~-~~The top of the joint shall be placed ~~one fourth~~¼ inch below the surface of the sidewalk.

Expansion joints ~~one-half~~½ inch thick shall be placed between the sidewalk and all structures such as light standards, traffic light standards, and traffic poles which extend into the sidewalk.

Expansion joints shall be placed at intervals of not more than ~~fifty (~~50~~)~~ feet in the sidewalk. Where the sidewalk is constructed adjacent to pavement or curbs having expansion joints, the expansion joints in the sidewalk shall be placed opposite the existing expansion joints as nearly as practicable. ~~-~~Expansion joints shall also be placed where the sidewalk abuts existing sidewalks, between driveway pavement and sidewalk, and between sidewalk and

curbs where the sidewalk abuts a curb. ~~The sidewalk at the curb shall be raised 1/2" to allow for settlement.~~

~~9.~~ Accessible~~10. Handicap~~ Ramps

All sidewalks at street intersections shall ~~be ramped with a depressed curb and gutter. Sidewalks to~~ conform to IDOT ~~detail~~standard for ~~handicap~~curb ramps for sidewalks.

~~10. 11. Protection and Curing~~

~~All exposed surfaces of newly poured concrete shall be protected against rain with a plastic burlap cover.~~

~~The concrete shall be cured by one of the following methods:~~

~~a. wet burlap~~

~~b. impervious paper~~

~~c. membrance curing compound~~

~~When the temperature of the air is expected to drop below 40 degrees Fahrenheit within 24 hours after placing, the concrete shall be protected with 9 inches of loose, dry straw and a layer of burlap, styrofoam or an insulating blanket.~~

~~All concrete placed later than October 1 of the year shall have protective coat applied.~~

~~12.~~ Disposal of Surplus Material

Surplus or waste material resulting from the sidewalk ~~or driveway apron excavation~~installation shall be ~~properly and~~ legally disposed of by the developer.

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~~13.~~ 11. Control of Materials

The developer shall, at ~~his~~their expense, have a soil and material consultant or commercial testing laboratory prepare and test samples of delivered concrete. ~~-~~One ~~(1)~~ set of test cylinders shall be taken for the first ~~twenty-five (~~25~~)~~ cubic yards, or fraction thereof, and one ~~(1)~~ set of tests shall be taken for each additional ~~fifty (~~50~~)~~ cubic yards. ~~-~~A set of tests shall consist of: ~~four (~~4~~)~~ standard cylinders of which two ~~(2)~~ shall be broken at ~~seven (~~7~~)~~ days and two ~~(2)~~ shall be broken at ~~fourteen (~~14~~)~~ days, ~~(minimum 3,500 psi), one (1)~~ 1 slump test and ~~one (~~1~~)~~ air content test ~~(5%).~~ . The laboratory shall perform tests in accordance with recognized ASTM standards and shall submit written reports of such tests to the Village Engineer.

~~J.~~I. DRIVEWAYS & DRIVEWAY APRONS

1. Driveways

In developments, driveways meeting these requirements shall be provided at all locations approved by the Village Engineer where vehicular traffic is intended to leave the roadway and move onto private property.

(a) Residential:

Driveways for residential ~~buildings must be constructed~~development shall conform to the Village's Standard Detail. The grade or pitch of driveways shall provide for positive drainage away from the residence. HMA driveways shall consist of a minimum ~~flexible paving~~ of 2~~" bituminous concrete~~ inches HMA surface~~, Class I over 6" aggregate base~~ course ~~(crushed) Type B or rigid paving 6" thick concrete pavement over a 4"~~over 6 inches of aggregate base course ~~or 4" thick concrete with wire mesh on 4"~~. Concrete driveways shall consist of 6 inches portland cement concrete over 6 inches of aggregate base course. ~~The grade or pitch of driveways shall~~ Concrete on private property shall be reinforced with 6 x 6, #6 wire reinforcing mesh. Wire mesh shall not be ~~positive (1% minimum) and drained away from the residence.~~ installed in the Village right-of-way.

Brick ~~paver aprons~~pavers or decorative concrete in the right-of-way are only allowed with a recorded covenant that states the property owner is responsible for added cost above normal concrete should the Village need to remove any of it for utility or street repairs.

(b) Commercial/Industrial/Institutional Driveways:

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Driveways for commercial or industrial buildings shall conform to the Village's Standard Detail and shall be constructed of ~~eight (~~8~~) inch thick~~ inches of portland cement concrete over 6 inches of aggregate base course. Concrete on private property shall be reinforced ~~(6x6~~with 6 x 6, #6 wire reinforcing mesh~~) PCC concrete on a six (6) inch granular base.~~. Wire mesh shall not be installed in the Village right-of-way.

The Village Engineer shall approve all driveway locations ~~in accordance with standard IDOT and Traffic Engineering guidelines.~~ and may seek to consolidate or otherwise encourage shared driveways with adjoining properties. Standard "Shared Driveway Easement Agreement" forms are on file in the Village Engineering Department.

Where property has frontage on a County, State or Federal highway, the spacing and design of the points of ingress and egress to the major street shall be subject to the ~~approval of the District Engineer, Illinois Department of Transportation, or the Superintendent of Highways, Cook or Lake County Highway Departments.~~ authority having jurisdiction. This approval must be obtained prior to the signature of the Village Engineer on the final plat.

~~(1) Major Commercial and Industrial Driveway Location and Design:~~

Driveways serving commercial, industrial, and high-density residential developments represent an important element in the efficiency and safety of the street onto which the traffic enters and exists. ~~In order to~~To properly handle traffic from such entrances, the anticipated traffic volumes must be accurately estimated and ~~sized~~the size and ~~locations~~location of driveways be established in accordance with the Guidelines for Driveway Design and Location as published by the Institute of Traffic Engineers ~~(ITE).~~. This information may be requested by the Village Engineer for review as well as other critical factors as follows:

- Peak hour flow
- Number of entrances
- Internal circulation pattern
- Parking area size
- Storage lane length
- Traffic signal timing
- Pedestrian counts

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~~(2~~ ~~(c)~~ Driveway aprons on county or state routes shall meet the minimum required pavement cross-section established by the respective agency.

~~(c~~ ~~(d)~~ Permeable ~~Pavers~~

~~Permeable pavers for driveways, patios and walks for residential and commercial/industrial/institutional properties are allowed, but shall consist of the following materials: Interlocking or enlarged permeable joint~~ paver ~~with a minimum thickness of 3 1/8 inches and spacing (void) between 1/4 to 1/2 inch. The aggregate setting bed, base and sub-base shall consist of the following: 2-inch ASTM No. 8 aggregate setting bed; 4-inch ASTM No. 57 aggregate base; and 15 inch ASTM No. 2 aggregate sub-base. ASTM No. 8 aggregate shall be~~ pavements used for ~~filling the joints between the pavers. 4-inch perforated underdrain pipe (PVC SDR 26), which will outfall to a storm sewer or drainage swale (if approved by the Village Engineer), will be required directly below the aggregate sub-base. Geotextile filter fabric will be required on the bottom and sides of the aggregate sub-base and base for all driveway installations. The perimeter surrounding the permeable pavers shall be supported with edge restraint (steel for vehicular and plastic for non-vehicular areas). The grade (pitch) of the pavers shall be 1% minimum and drained away from the building structure. For driveway and other surfaces that will be subject to vehicle loadings, the paver installation must support H-20 loadings.~~

~~In installations where the fee in lieu of detention is applicable, the impervious coverage fee will be reduced by 50% for the square foot (surface area) of the permeable pavers.~~

~~In installations where on site~~ stormwater ~~detention is required, a volume credit will be given for the void space (33 1/3%) in the aggregate setting bed, base and sub-base. A maintenance plan to be approved by the Village Engineer will be required.~~purposes shall be constructed in accordance with Section IV.

~~A recorded covenant will also be required for permeable pavers that are installed in the right-of-way.~~

2. Materials

All materials shall ~~comply with the applicable applications in the Illinois Standard Specifications for Road and Bridge Construction~~conform to IDOT standards.

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~~3. Concrete Quality~~

~~Use of ready mixed concrete is required. It shall comply with ASTM C94 and supplied by an approved ready-mixed source, which is inspected by the Illinois Department of Transportation. Delivery tickets shall note the mix designation, time dispatched, date, project and contractor, and shall be available for review by the Village Engineer or his representative.~~

~~4~~ 3. Placing and Finishing Concrete

A request for ~~an Engineering~~ inspection ~~must~~shall be made 24 hours prior to the scheduled placing of concrete. ~~-~~No concrete shall be placed until the ~~subgrade~~base has been inspected and approved by the ~~Engineering Department~~Village Engineer.

~~The subgrade may be moistened just before the concrete is placed. The concrete shall be placed in successive batches for the entire width of the slab, struck off from one-half (1/2) to three-fourth (3/4) inch higher than the finished slab, tamped until all voids are removed and free mortar appears on the surface, thoroughly spaded along the edges, struck off to the true grade, and finished to a true and even surface with floats and trowels. The final troweling shall be done with a steel trowel, leaving a smooth, even surface. After the water sheen has disappeared, the surface shall be given final finish by brushing with a fine-hair broom. The broom shall be drawn across the sidewalk or driveway apron at right angles to the edges of the slab, with adjacent strokes slightly overlapping, producing a uniform, slightly roughened surface with parallel marks.~~

The aggregate base course shall be adequately moistened and compacted before concrete is placed. Concrete shall be placed, consolidated, and finished in accordance with IDOT standards.

Control joints shall be ~~constructed so as~~tooled or saw cut to divide the driveway apron into sections, which are approximately square, and having no side longer than ~~fifteen (15) feet. The control joints shall be not less than one-eight (1/8) inch or more than one-fourth (1/4) inch in width, and shall be edged with an edging tool having a one-fourth (1/4) inch radius.~~15 feet.

~~All PCC aprons placed after October 1 shall have protective coat.~~

K. J. PARKING LOTSLOT

1. General

All parking lots shall conform to both the "Zoning Code" and these Standards.

2. 2. Design

The design, material, and layout of all parking lots shall be subject to the reviewapproval of the Village Engineer and the Director of Development.

Parking lots with detention shall be designed to allow for a 1 1/2" inch overlay without reducing detention volume or increasing depth of ponding above 1 foot maximum.

The minimum pavement cross-section for parking areas shall havebe designed for a minimum structural number of 2.16 generally consisting8 and consist of 1 1/2" thick bituminous concrete a minimum of 2 inches of hot-mix asphalt surface and 1 1/2" bituminous concrete, 3 inches hot-mix asphalt binder, and 6 inches of aggregate base course over 3.5" BAM.

All main or aisle circulation areas shall be designed and constructed withfor a minimum structural number of 3.2.40 (1 1/ and consist of a minimum 2" bituminous concrete inches of hot-mix asphalt surface, 1 1/2"4 inches hot-mix asphalt binder, 4" BAM).and 6 inches of aggregate base course.

Loading andareas, truck docks, and fire lane pavement areas shall be 8" thick PCC (reinforced 6x6-inch thick portland cement concrete reinforce with 6 x 6, #6 wire reinforcing mesh) over a 4"-inch thick compacted granularaggregate base course or 1 1/2" bituminous concrete2 inches hot-mix asphalt surface course over 1 1/2" bituminous concrete5 inches hot-mix asphalt binder over 7" BAM. course over 8 inches of aggregate base course.

Use of geotechnical fabrics will be considered.

Permeable pavers used for stormwater purposes shall be constructed in accordance with Section V.J.1.(c) of thisIV. Standard and decorative paving blocks (interlock concrete,

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granite, cobblestone, etc.) may be used with an engineered cross-sectional design if approved by the Village Engineer.

3. Striping and Signs

Signs and striping of the pavement surface to define each parking space, aisle, direction of traffic flow, and cross walks are required and shall be a minimum of ~~four (4)~~ inches in width for the length of each space and directional arrow.

4. Curbs and Gutters

Concrete curbs are required around the perimeter of all parking lots and around all landscaped islands. Fire hydrants shall be protected by a minimum ~~four (4)~~ foot setback from the back of curb ~~clearance.~~. If Islands or parking lots are depressed, provisions for drainage shall be provided.

5. Slope

No area of any parking lot or garage, excluding access ramps, shall have a slope ~~in excess of five (~~exceeding 5~~)~~ percent. No ramp shall have a slope ~~in excess of eight (~~exceeding 8~~)~~ percent.

6. Lighting

Fixed lighting shall be provided for all parking lots and garages accommodating more than 10 vehicles. Such lighting shall be ~~so arranged as~~engineered to prevent direct glare ~~of beams~~ onto or visible from any public or private property or streets. All lighting shall be reduced to security levels at all times of non-use.

7. Island and Tree Pits

Landscape islands shall be bordered by a 6~~"~~ inch high concrete curb designed to protect the landscape feature and backfilled with clean clay or trench backfill for a width of 2 feet~~.~~ adjoining the curb. Islands shall be located and constructed in accordance with accepted engineering standards. Trees located in paved areas shall be provided with adequate tree pits and drain tile bedded in washed stone to permit proper watering, drainage, and growth.

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The central portion of the island where trees and shrubs are to be planted shall be filled with a mixture of 1/3 sand, 1/3 compost and 1/3 topsoil to a minimum depth of 3 feet. ~~For larger tree balls, the mixture must extend a minimum of 18" below the bottom of the ball.~~

8. ~~8.~~ Car Stops

Every parking lot and garage, except parking lots and garages accessory to a single~~-~~family dwelling, shall be bordered by ~~a six inch high concrete curb and shall be provided with~~ curbs, car wheel stops, guard rails, barrier fences, or other suitable devices designed and located to protect required screening devices, landscaping, structure, and other vehicles from damage by vehicles using such lot or garage.~~-~~ This provision shall not be construed to require car wheel stops for every parking space, but only in those cases where the Village Engineer determines that such stops are necessary or desirable.

~~9.~~ Circulation Aisles

All parking lots shall be designed in accordance with the Village's Zoning Ordinance.

~~Parking Angle~~	~~One-Way Aisle Width~~	~~Two-Way Aisle Width~~
~~Parallel~~	~~14~~	~~24~~
~~45 degrees~~	~~14~~	~~24~~
~~60 degrees~~	~~16~~	~~24~~
~~75 degrees~~	~~20~~	~~24~~
~~90 degrees~~	~~24~~	~~24~~

~~L. BIKE PATHS~~

~~Bike paths~~

Parking Angle	One-Way Aisle Width	Two-Way Aisle Width
Parallel	14	24
45 degrees	14	24
60 degrees	16	24
75 degrees	20	24
90 degrees	24	24

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K. BICYCLE FACILITIES

Bicycle facilities shall be constructed in locations designated by the Village ~~Manager~~of Northbrook Master Bicycle and ~~to standards acceptable to the Village Engineer~~Pedestrian Plan.

~~Bike~~ Bicycle path signs, street name signs, and other signs shall be provided where required or warranted pursuant to the Manual on Uniform Traffic Control Devices~~, published by the Illinois Department of Transportation.~~ . These signs and their installation shall be provided through purchase from the Village as ~~deemed~~ necessary ~~by the Village Engineer and Director of Public Works~~.

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1. ~~Bike Path~~ Bicycle Facility Design and Construction Standards

~~Three classes~~classifications of bicycle ~~paths~~facilities are permitted. ~~These classes~~classifications are defined in the ~~Bikeways Element of the Comprehensive~~Master Bicycle and Pedestrian Plan. ~~Design dimensions for each class~~classification are as follows:

~~Class~~	~~Width of Pavement~~	~~Width of Right of Way or Public Easement~~
~~I - off street; 2 - way~~	~~8 feet~~	~~10 feet~~
~~off street; 1 - way~~	~~4 feet~~	~~6 feet~~
~~II - on street; 2 - way~~	~~8 feet~~	~~8 feet, 6 inches~~
~~- on street; 1 - way~~	~~4 feet~~	~~4 feet, 6 inches~~
~~III - on street unprotected; 2 - way~~	~~bike lane shared with street~~	~~bike lane shared with street~~
~~- on street unprotected; 1 - way~~	~~bike lane shared with street~~	~~bike lane shared with street~~

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Class	Width of Pavement	Width of Right-of-Way or Public Easement
Sidepath, off street, 2-way	8 feet	10 feet
Sidepath, off-street, 1-way	4 feet	6 feet
Separated Bicycle Lane , on street, 2-way	8 feet	8.5 feet
Separated Bicycle Lane , on street, 1-way	4 feet	4.5 feet
Signed and Marked Roadway, on street unprotected; 1-way or 2-way	Bike lane shared with street	Bike lane shared with street

2. Minimum Bikeway Pavement Requirements

Developers may choose between two ~~(2)~~ pavement types:

Type A

~~Two inch thick bituminous concrete (Class I)~~ 3-inch HMA surface with ~~a~~ 6~~" granular~~-inch aggregate base ~~and compacted subgrade.~~course.

Type B

~~Four~~ 4-inch thick ~~Portland~~portland cement concrete ~~surface,~~ with ~~a 3" thick granular~~6-inch aggregate base ~~and compacted subgrade.~~course.

3. Bikeway Signs

Appropriate bikeway signs must be installed with all bikeways by the developer of the bikeway at locations approved by the Village Engineer.

~~M.~~L. MAINTENANCE AND RESPONSIBILITY

The maintenance and responsibility for private roadways shall be the responsibility of the developer until the time of final Maintenance Bond release, when the ~~homeowner's~~property owner association shall accept the responsibility for maintenance.

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~~All streets, curbs and gutters to be dedicated to the Village shall be under warranty for any and all defects and failures in either the surface course or the base course for a period of one (1) year after the date of initial acceptance.~~

~~N.~~M. CONSTRUCTION TRAFFIC CONTROL

~~All~~ All sidewalk closures, lane closures, and construction work within public rights-of-way shall conform to the requirements of the "Manual on Uniform Traffic Control Devices for Streets and Highways" (MUTCD) and an approved traffic control plan~~.~~ approved by the Village Engineer. The provisions of ~~this Manual~~the MUTCD will be enforced when:

- An opening is made into the existing pavement.
- Construction takes place adjacent to the edge of the existing pavement.
- A utility crossing is made beneath the existing pavement.
- It is necessary to close a lane of traffic due to construction operations.

A full lane closure on Village roads will be required whenever construction ~~is underway or whenever a vehicle is parked in the~~impacts a lane normally used for through traffic~~, (even if this facility is on a four-lane roadway).~~ . Permission for such a lane closure must be obtained from the Village Engineer ~~or Director of Public Works~~ prior to commencing construction. ~~Signing will be required in conformance to the "Manual on Uniform Traffic Control Devices."~~ No construction operation is to commence until such time that ~~all required signs and barricades have~~the traffic control plan has been ~~erected.~~installed and approved by the Village Engineer.

All openings in any pavement or traveled way shall be backfilled prior to the end of the working day. ~~-~~All roadway-crossing excavations shall be temporarily backfilled with crushed stone and a temporary ~~bituminous~~asphalt patch of at least ~~two (~~2~~)~~ inches in thickness. ~~–~~In lieu of a ~~bituminous~~pavement patch, a bolted down steel plate ~~(~~with a minimum ~~of one (1) inch of~~ thickness~~)~~ of 1 inch, may be installed over the excavation ~~may be used.~~. Permanent pavement restoration shall be accomplished with flowable fill backfill to the bottom of the pavement section.

~~O.~~N. STREET ~~NAME~~ SIGNS

Upon completion of the public improvement, the Village Engineer shall request the Department of Public Works to install ~~reflectorized street name signs (post top/pole mount) in sufficient number, type, size and location and other~~ regulatory ~~signs.~~ , warning, and guide signs in accordance with the MUTCD. This cost shall be ~~born~~borne by the developer.

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~~Bike path signs, street name signs, stop signs and other signs shall be provided where required by the Village Engineer or warranted pursuant to the Manual on Uniform Traffic Control Devices, published by the Illinois Department of Transportation. These signs and their installation shall be provided through purchase from the Village is deemed necessary by the Village Engineer and Director of Public Works or through a private vendor. All signs shall use the latest materials to provide high reflectivity at night.~~

~~P.~~O. MATERIAL TESTING AND EVALUATIONS

Concurrent with the construction of any public improvement ~~within the Village limits~~, the developer shall furnish the Village Engineer with ~~Illinois Department of Transportation Certificates of Testing and/or from an approved~~material testing ~~laboratory. These tests and evaluations,~~results from qualified professionals as requested ~~by the Village Engineer and paid for~~. Costs associated with third party testing shall be borne by the developer~~, shall include but not be limited to Soil Borings, IBR Determination, Field Density Tests, DIPRA Reports, Concrete Cylinder Tests, In-Place Density Bituminous Concrete Density Tests and Plant Inspection.~~.

~~Q.~~

Test Item	Test
Subgrade	Soil borings
	Proof roll
	Density
	Bearing capacity
Base Course	Proof roll
	Density
Concrete	Placement temperature
	Air content
	Slump
	Compressive strength
Hot-mix asphalt	Plant inspection
	Placement temperature
	Density

P. PAVEMENT MARKING

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Arterial and collector streets street channelization and intersection retroreflective markings shall be installed at the locations required by the Village Engineer. All pavement markings shall be in accordance with the standards in the MUTCD.

1. Materials

(a) Purpose:

General purpose high durability retroreflective pliant polymer film for preformed longitudinal, transverse and word/symbol markings subjected to high traffic volumes and severe wear conditions such as repeated shear action from crossover or encroachment on edge and channelization lines, and stop, start or turn movements shall be required.

The preformed markings shall consist of white or yellow films with pigments selected and blended to conform to standard highway colors through the expected life of the film. Glass beads shall be incorporated to provide immediate and continuing retroreflection.

The preformed markings shall be capable of being adhered to asphalt concrete or portland cement by a pre-coated pressure sensitive adhesive. A primer may be used to precondition the pavement surface. The preformed marking film shall mold itself to pavement contours by the action of traffic. The pavement marking films also shall be capable of application on new, dense and open graded asphalt concrete wearing courses during the paving operation in accordance with the manufacturer's instructions. After application the markings shall be immediately ready for traffic.

(b) Composition:

The retroreflective pliant polymer pavement marking film shall consist of a mixture of high quality polymeric materials, pigments and glass beads distributed throughout its base cross-sectional area, with a reflective layer of beads bonded to the top surface.

(c) Reflectance:

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The white and yellow films shall have the following initial minimum reflectance values at 0.2 degree and 0.5 degree observation angles and 86.0 degree entrance angle as measured in accordance with the testing procedures of ASTM D 4061.

(d) Acid Resistance:

The beads shall show resistance to corrosion of their surface after exposure to a 1 % solution (by weight) of sulfuric acid.

(e) Reflectivity Retention:

To have a good, effective performance life, the glass beads must be strongly bonded and not be easily removed by traffic wear.

(f) Skid Resistance:

The surface of the retroreflective pliant polymer film shall provide an initial minimum skid resistance value of 45 RPN when tested according to ASTM E 303-74.

(g) Tensile Strength and Elongation:

The film shall have a minimum tensile strength of 150 pounds per square inch of cross-section when tested according to ASTM D 638-76, except that a sample 6" x 1" shall be tested at a temperature between 70 degrees Fahrenheit and 80 degrees Fahrenheit using a jaw speed of 10 to 12 inches per minute. The sample shall have a minimum elongation of 75% at break when tested by this method.

(h) Patchability:

The pavement marking film shall be capable of use for patching worn areas of the same type of film in accordance with manufacturer's instructions.

(i) Thickness:

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~~The film without adhesive shall have a minimum thickness of 0.06 inch.~~

~~(j) Effective Performance Life:~~

~~The film, when applied according to the recommendations of the manufacturer, shall provide a neat, durable marking that will not flow or distort due to temperature if the pavement surface remains stable.~~

~~2. Installation~~

~~All markings shall be applied in accordance with the manufacturer's recommendations. Marking configurations shall be in accordance with the "Manual on Uniform Traffic Control Devices."~~

~~When markings are specified in the contract for newly paved asphalt concrete surfaces, markings shall be applied before public traffic is allowed on the freshly paved surface - preferably, the markings should be inlaid in the fresh surface during final rolling of the mat, but in any case they shall be applied before the close of the shift on which the surface is paved. These markings can also be overlaid on existing pavement surfaces.~~

~~R.~~New hot mix asphalt, or asphalt placed within the last 180 days, shall be marked with thermoplastic, inlaid preformed plastic, or modified urethane in accordance with IDOT standards.

New concrete pavement shall be marked with modified urethane in accordance with IDOT standards.

Existing hot mix asphalt or concrete pavement shall have all existing pavement markings removed and replaced with modified urethane in accordance with IDOT standards.

Q. SUB-STANDARD STREETS

1. Definition

A sub-standard street is defined as a Village maintained roadway~~, typically a bituminous concrete pavement (chip & seal)~~ which currently has one or more of the following deficiencies:

1) a surface and base width of less than 20 feet~~;~~

2) lack of curb/gutter~~;~~

3) an exaggerated crown~~;~~

4) poor roadway drainage~~;~~

5) poor or weak base strength~~; and/or~~

6) poor cross section and surface conditions~~.~~

2. Design Considerations

The following ~~bituminous concrete paving~~ improvements shall be considered where ~~construction to~~ complete replacement of a sub-standard street is determined by the Village Engineer to be impractical.

1) base correction of obvious failures~~;~~

2) widening of the roadway to a minimal width of 20 feet~~;~~

3) provision of a crown sufficient for positive drainage~~;~~

4) correction of cross section deficiencies~~;~~

5) strengthening of roadway edges ~~and/~~or shoulder work~~;~~

6) application of ~~asphalt~~HMA surface at least 2- inches in ~~depth;~~thickness

7) ~~use of paving and sub-grade fabrics;~~

~~8)~~ driveway culvert replacement and ditch enclosure~~;~~

~~9~~8) detention provisions~~;~~

~~10~~9) sump pump connections~~;~~

~~11~~10) structure adjustment~~;~~

~~12~~11) parkway restoration~~;and/or~~

~~13)~~ 12) property owner~~(s)~~ providing a restrictive covenant committing to a future Special Assessment or Special Service Area for a full standard street improvement~~.~~

3. Financial Participation

The developer or homeowners, upon the recommendation of the Village Engineer, shall be requested to contribute toward the upgrading and improvement of the existing pavement

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~~and/~~or drainage system. ~~–~~The developer shall participate in a percentage to be ~~determined~~negotiated with and approved by the Village ~~Manager with the concurrence of the Village~~ Board of Trustees.

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SECTION VI

ROADWAY AND PARKING LOT LIGHTING

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PART I - ROADWAY LIGHTING

A. PURPOSE

The principal purpose for fixed lighting of public and private roadways for ~~both~~ vehicles and pedestrians is to create a nighttime environment conducive to quick, accurate, and comfortable visibility. ~~-~~It is the intent of these Standards to improve traffic safety, pedestrian safety, achieve

efficient traffic movement, and promote nighttime use under a wide variety of weather conditions.

B. GENERAL

~~Regardless of size, all developments within the corporate limits or under the control~~ All development under the jurisdiction of the Village shall include provisions for the construction of roadway and parking lot lighting facilities. ~~Construction~~Design of ~~such~~these lighting facilities shall be ~~designed~~ in accordance with this Section and as approved by the Village Engineer.

~~The details of the roadway and parking lot lighting systems shall be approved by the Village Engineer.~~

~~C. CODES AND REGULATIONS~~

~~Street and parking lot lights and appurtenances shall be designed in compliance with the Building and Zoning Codes and installed according to:~~

- ~~The American National Standard Practice for Roadway Lighting, current edition, published by the Illuminating Engineering Society.~~
- ~~The IES Lighting Handbook, current edition published by the Illuminating Engineering Society.~~
- ~~The Roadway Lighting Handbook, current edition, published by USDOT-FHA.~~
- ~~The National Electric Code, current edition.~~

~~The street or parking lot lighting system shall consist of the poles, mast arms, luminaires, conduit, hand holes, controllers, wire and all other materials and work necessary to complete a new lighting installation.~~

~~D~~C. PUBLIC EASEMENTS AND UTILITIES ~~(See Section II - Water Distribution System and Appurtenances - Page II-3)~~

The roadway lighting system is to be constructed within the right-of-way or utility easements for public improvements in locations shown on the approved plans and accepted by the Village.

All public conduit, cables, or controllers on private lots shall be confined to public utility easements now in existence or to be procured by the developer. A minimum easement of ~~ten (~~10~~)~~ feet centered on the facility shall be provided for all underground roadway lighting supply conduits or cable to be laid across private property. Such easements shall be properly documented by deed or plat, accepted by the Village and recorded. All documents required to properly establish such easements shall be provided by the developer.

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~~E~~D. SUBMITTAL REQUIREMENTS AND APPROVAL

Two ~~(2)~~ sets of complete ~~exterior~~ lighting system plans and photometrics shall be submitted by a registered professional engineer of the State of Illinois along with the catalog cuts to the Village Engineer for approval. ~~In special cases, the Village Engineer may designate larger lamps, higher poles, two (2) mast arms, or vary the spacing pole height, bracket arms length, specific light pattern, color and/or pole finishes as he deems necessary to meet special conditions~~The Village Engineer may require lighting systems to exceed minimum standards for public benefit.

~~F~~E. PERMITS

The ~~contractor~~Developer shall~~, at his expense and in his name,~~ obtain all Village ~~electrical and~~permits, development permits, highway department permits, certificates of insurance, and ~~business~~ licenses required for the work at their expense.

~~G~~F. LIGHT DISTRIBUTION CLASSIFICATION

Proper distribution of the light flow from luminaires is one of the essential factors in efficient roadway lighting. ~~-~~The light emanating from the luminaires shall be directionally controlled and proportioned in accordance with this Section and meeting the requirements for seeing and visibility.

Light distributions are to be designed for the specific roadway and area classification with a minimum mounting height (MH), ~~overhand~~overhang, pole spacing, and roadway width to be effectively lighted.

All luminaires can be classified ~~(~~Type I through V~~)~~ according to their lateral and vertical distribution patterns.~~-~~ Different lateral distributions are available for different street width-to-mounting height ratios. ~~-~~Different vertical distributions are available for different spacing-to-mounting height ratios.

Guide for Luminaire Lateral Light Type and Placement

Side of the Roadway Mounting			Center of the Roadway Mounting		
One side or Staggered	Staggered or Opposite	Grade Intersection	Single Roadway	Twin Roadways (median mounting)	Grade Intersections
Width up to 1.5 MH	Width beyond 1.5 MH	Width up to 1.5 MH	Width up to 2.0 MH	Width up to 1.5 MH (each pavement)	Width up to 2.0 MH
Types II-III- -IV	Types III and IV	Type II 4-way	Type I	Types II and III	Types I 4-way and V

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Note: In all cases suggested maximum longitudinal spacings and associated vertical distribution classifications are: Short distribution = 4.5 -MH, Medium distribution = 7.5 MH, and Long distribution = 12.0 MH.

~~H~~G. LIGHTING DESIGN

~~The design of a lighting system involves many variables.~~ The design process and calculations should follow these major steps:

1. Determination of roadway geometrics, adjacent land use and traffic accident experience to obtain quantity of horizontal light required.

2. Formulation of a tentative concept as to luminaire location and mounting height.

3. Selection of a luminaire light distribution type.

4. Detailed photometric calculations (manual or computer generated).

5. Comparative calculations determining maximum-to-minimum uniformity ratios.

6. Selection of final design upon Village Engineer ~~requested revisions~~approval.

~~I~~

H. ILLUMINANCE REQUIREMENTS

The recommended illuminance values are specified below:

Roadway/Walk/Bikeway Average
Maintained Illuminance on the Horizontal

Vehicular Roadway Classification	Commercial		Intermediate		Residential	
	Lux	Foot-candles	Lux	Foot-candles	Lux	Foot-candles
Expressway +	15	1.4	13	1.2	11	1.0
Major	22	2.0	15	1.4	11	1.0

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Collector	13	1.2		10	0.9		6	0.6
Local	10	0.9		6	0.6		4	0.4

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Sidewalk/Bikeway Average Maintained Illuminance
On the Horizontal

Walkway and Bikeway Classification	Minimum Average Levels	
	Lux	Footcandles
Sidewalks (roadside) and bikeways:		
Commercial areas	10	0.9
Intermediate areas	6	0.6
Residential areas	2	0.2
Walkways (distant from roadways) and bikeways:		
Park walkways and bikeways	5	0.5

~~J~~I. UNIFORMITY

The average level to minimum point method and maximum level to minimum point method should not exceed the 4 to 1 and 8 to 1 limits respectively for local residential streets.

~~K~~

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J. LUMINAIRE MOUNTING HEIGHT AND LOCATION

Use or ~~Luminaire~~ Classification ~~(Watt)~~	Roadway Bracket Length	Mounting Height (Feet)	Pole Height (Feet)	Maximum Spacing (Feet)	~~Size~~
Arterial Roadways	40'	33'-43'	30'-	175'	~~250S~~ 8'-15'
Collector Streets	31'	28'	200'	~~200S~~	8'-15'
Residential ~~Subd.~~Subdivision	N/A	14'	14'	300'	~~100S~~
Commercial ~~Subd.~~Subdivision	8'-15'	31'	28'	175'	~~200S~~
Industrial ~~Subd.~~Subdivision	8'-15'	35'	32'	200'	~~250S~~

~~L~~K. LUMINAIRE SPACING

The spacing of poles and luminaires is influenced by the location of utility poles, fire hydrants, buried utilities, block lengths, property lines, roadway geometrics, and driveway locations.

The desired luminance at any point on the pavement to the average illuminance should be maintained to prevent loss of object visibility between luminaires.

~~M~~L. POLE LOCATION

~~Street~~ Roadway lights shall be located on one side of the street unless, in the judgement of the Village Engineer, it is impractical to do so. ~~-~~All ~~street~~ light poles shall be set two ~~(2)~~ feet back from the curb line. ~~-~~At intersections with only one standard, the bracket shall be pointed ~~perpendicular to one street.~~ toward the center of the intersection. Where two ~~(2)~~ or four ~~(4)~~ standards are located at a major intersection, the bracket of each shall be perpendicular to a street as determined by the Village Engineer.

Other factors to consider in selecting locations are:

1. Access for maintenance
2. Visibility
3. Vehicular - pole collision probabilities
4. Trees

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5. Aesthetic appearance

6. Combination traffic signal mast arm poles

~~Residential street~~At a minimum, residential roadway lights are to be located ~~as a minimum~~ at all intersections, pronounced street curvatures, cul-de-sac terminations, and at midblock intervals.

Types II, III and IV luminaires are intended to be mounted over or near the edge of the roadway.

Types I and V are generally designed to be mounted over or near the center of the area to be lighted.

~~N~~M. TRAFFIC CONFLICT AREA LIGHTING

Intersecting, converging or diverging roadway areas require higher illuminances. ~~-~~Very high ~~-~~volume driveway connections to public streets and midblock pedestrian crosswalks should be illuminated at least 50~~%~~ percent higher than average.~~-~~ Landscaped border areas, median strips and adjacent school or park grounds require higher than average illuminance.

~~O~~N. TRANSITIONAL LIGHTING SECTIONS

Roadway lighting systems shall be designed to decrease the driver's ~~brightness~~blindness when emerging from a lighted section of roadway. ~~-~~Using the design speed of the road, the reduced lighting level zone ~~with smaller lamp sizes~~ shall allow for a ~~ten (~~10~~)~~ second eye exposure adjustment.

Heavily traveled roadway intersections and converging and diverging traffic lanes shall have illuminance levels of the summation of each roadway traditionally obtained by using combination traffic signal and lighting poles on both corner approaches.

Special lighting design shall be considered at railroad grade crossings and roadway under and overpasses. ~~-~~Railroad grade crossings must be adequately lighted to permit identification of the crossing, trains, and unlighted vehicles or pedestrians at the crossing. ~~-~~Illuminance levels over and within ~~one hundred (~~100~~) foot~~ feet should be increased to twice that of the adjacent roadway.

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P

O. DETAILED MATERIAL AND EQUIPMENT SPECIFICATIONS

1. Trench and Backfill

The cable/conduit trench shall be located two (2) feet inbehind the back of the curb. Approved or as otherwise approved by the Village Engineer. Under existing pavement, all excavations shall be backfilled with controlled low strength material to the bottom of the pavement. Under proposed pavement, granular backfill material shall be deposited in the trench in layers, not to exceed six (6) inches in depth, and shall be thoroughlymechanically compacted by suitable tamping before the next layer is deposited in the trench.

Walls of trenches shall be essentially vertical so that a minimum of shoulder surface is disturbed.

Trenching shall be conducted so as to avoid disturbing existing trees, utilities, pavementspavement, and equipment. Excavation shall be deeper than minimum wherever as required in order that conduit may be installed so as to avoid existing piping or other obstructions.

All areas disturbed by the trenching, storing of dirt, and other work shall be restored to their original condition. The restoration shall include any necessary topsoiling, fertilizing, liming, seeding or mulching. All excess and unsatisfactory spoil or backfill material shall be hauled away. The contractor shall be held responsible for maintaining all disturbed surfaces and repair thereof until final acceptance.

All disturbed areas shall be protected and restored in kind as prior to work commencing.

2. Handholes

Handholes are required at the ends of all isolated rigid steel conduit and at intermediate locations between light poles on rigid steel conduit systems to to facilitate pulling cable. Cables runs shall not exceed 400 feet without a junction. Handholes shall be precast concrete or if poured constructed of Class S1.cast-in-place as approved by the Village Engineer.

3. Ground Wire

In addition to the power circuit, a direct buried bare equipment ground wire shall be provided interconnecting all poles, luminaires, controllers and ground rods. , and appurtenances to the electrical system. Ground rods shall be provided at the controller or Commonwealth Edison pole and at the end of each circuit. disconnect location. Ground rods shall be 3/4 inch in diameter and 8 feet long with steel core and heavy exterior layer of pure copper driven into the ground.

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4. Light Pole Foundations

Pole foundations shall be ~~constructed of Class S1~~ designed to support the proposed lighting installation given the geotechnical conditions at the installation location. Foundations may be engineered cast in place concrete ~~as described~~ in accordance with the Standard Specifications for Road and Bridge Construction~~. They shall be of sufficient diameter and depth, based on actual soil conditions, to safely support the proposed light pole~~ or engineered helical foundations as approve by the Village Engineer.

5. ~~Cable~~Conductors

~~Single conductor, #6 wire gauge stranded copper, commercial grade, neophrene-jacketed, U.S.E. type, 600 volt direct burial cable of the proper size dependent upon circuitry (Hazard No. S-501 orequal) shall be used from the power source to the base of the light standard. All such cable in rigidsteel conduit shall be buried to a minimum depth of twenty-seven (27) inches below finished grade.The cable shall be surrounded on all sides by three (3) inches of clean sand backfill material. When laid in parkway locations, such cable shall be installed two (2) to three (3) feet from and parallel to the back of street curbing. In the event of a sidewalk improvement immediately adjacent to the curb, the cable shall be installed as dimensioned above parallel to the private property side of the sidewalk. All underground cable shall be continuous. If splices are necessary, prior approval must be given by the Village Engineer and locations of splices recorded as to their exact location on the "As-Built" plans.~~

~~Ninety (90) percent trench compaction shall be obtained to at least the bottom of the curb. Care shall be taken during installation so that the cable is not stretched or unduly strained. All cable shall be shown on the "Record Drawings" where actually installed.~~

~~6. Uni-Duct (non-paved areas)~~

~~One inch diameter polyethylene conduit may be used in non-paved areas. It shall be manufactured from a polyethylene meeting the requirements of ASTM specification D-1248-72 for Type II, Class C, category 5, Grade P-23. The finished duct shall have sufficient flexibility for coiling and uncoiling and ease of handling. It shall be approved for direct earth burial in trench.~~

Conductors shall be USE rated stranded copper rated for direct bury and sized for the proposed lighting system. All conductors shall be #6 AWG stranded copper wire and continuous from point to point without splices. Each conductor shall be colored for identification and colored tape is not acceptable.

6. Conduit

All conductors shall be installed in rated polyethylene conduit installed 18 to 27 inches deep and sized for the conductors being carried.

When conduit is to be installed under existing pavement it shall be directionally drilled where possible and open cut excavation and patching avoided.

7. Pole ~~Wire~~Conductors

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~~The cable~~ Conductors within the pole, from the handhole to the luminaire at a minimum, shall be single conductor, #10 AWG stranded copper~~, neophrene jacketed, and photoelectrically controlled, commercial grade,~~ wire copper rated for 600 volts. Each conductor shall be color coded~~, stranded type THHN, 600 Volt insulation, #10 wire gauge AWG~~ for identification and colored tape is not acceptable. Two feet of conductor slack shall be provided in each handhole.

~~8. Steel Conduit~~

~~All conduits shall be rigid galvanized steel, commercial grade, a minimum 2" size, threaded in 10' lengths, with proper accessories for coupling or 90 degree long elbows. All conduits shall terminate in plastic bushings and sealed to prevent entrance of moisture and debris. They shall be buried a minimum of 27 inches deep and shall always be used in side yard easements and under and within two (2) feet of existing sidewalks, driveways, parking lots and roadways.~~

~~9. Underground~~ Connection Pedestal

Conduit shall be terminated 18~~"~~ inches from Commonwealth Edison Company pedestal and 27~~"~~ inches below grade.~~-~~ Eight ~~(8)~~ feet of cable with ends sealed shall be left for ~~connections~~connection by Commonwealth Edison Company.

~~When conduit is to be installed under existing pavement it shall be pushed into place where possible and open cut excavation and patching avoided.~~

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~~10~~9. Electrical Connection and Power Supply

The ~~contractor~~developer shall contact the Commonwealth Edison Company to obtain service connection locations. ~~–~~The ~~contractor~~developer shall be responsible for all service connection charges.

Connection to the power supply shall be made as near to the secondary supply of the distribution transformer as is practical. ~~-~~Such connection shall be made in accordance with Commonwealth Edison Company regulations.

~~Service cables shall be run directly from the underground cable entrance to the circuit breaker, then up to the relay. From the relay, the color coded leads shall go to the handle. Neutral wires shall also be spliced in the handhole. All splices shall be removable for inspection and maintenance purposes.~~

~~11~~10. Fuses

A weather-proof fusetron HEB-AA holder with a ~~5 amp "fusetron"~~suitably rated fuse shall be placed in the handhole of each light pole and shall be connected in series with the underground conductors feeding each luminaire. ~~-~~Sufficient slack cable shall be provided in each handhole so that socket splices may be removed for inspection and maintenance.

~~12~~11. Circuitry

No circuit shall be greater than ~~1~~2,000 feet from power source to the most distant luminaire. ~~-~~Line voltage drop must not exceed ~~ten (~~10~~)~~ percent through such distance. All cable shall be No. 6 in size or larger. ~~–~~Luminaires in the circuit shall be photoelectrically controlled ~~(Westinghouse No. P-12 or equal). Group~~at the pole. Grouped units shall be limited to ~~four (~~4~~)~~ units unless a relay ~~(Westinghouse Type MR or equal)~~ is used with the group control being mounted on the luminaire closest to the power source.~~-~~ The photoelectric device shall, in all cases, be mounted on the top of the luminaire closest to the power source.

~~13~~12. Control and Connection

Power for street lighting may be either metered or nonmetered as required by the Village Engineer and Commonwealth Edison Company. ~~-~~Complete wiring schematics shall be provided as part of the plans submitted for approval.

(a) ~~(a)~~ Nonmetered Power

A light pole, designed as the service pole, shall be provided, equipped as follows:

- A circuit disconnect breaker box, 8~~"~~ inch x 6~~"~~ inch x 4~~"~~ inch or larger, of cast aluminum with tamper proof, screwed cover; 1~~-1/2~~.5 inch back hub; thermal magnetic breaker; back mounted screw hub for ground lug and stainless steel mounting hardware shall be mounted on the

pole approximately 10 feet above the ground or approved equal shall be installed next to Commonwealth Edison box as directed by the Village Engineer.

(b) Metered Power

When power is to be metered, a control center shall be provided~~. The control center shall be installed where shown on the drawings, usually in the parkway between sidewalk and street curb, with enclosure door facing street. It shall be painted "green" in residential areas and "yellow" in nonresidential areas. Concrete foundation top shall be two (2) inches above finished grade. Ground wire shall be installed between enclosure and ground rod in foundation. The circuit from the power source to the control center shall be installed in continuous rigid steel conduit. The control center shall be manufactured by Crouse Hinds Company or an "approved" equal.~~ near the energy source from Commonwealth Edison. The control center shop drawings shall be approved by the Village Engineer and include the following features:

~~(1) Foundation shall be a State of Illinois, Type A, Traffic Signal Controller Foundation, field modified as required.~~

~~(2) Crouse Hinds Company, Pedestal and Base No. 4639.~~

~~(3) Enclosure shall be a Crouse Hinds Company, Number 46394, Traffic Signal Type, Cast Aluminum~~ Meter ~~Cabinet.~~

~~(4) Crouse Hinds Pole Adapter No. KL3403.~~

1. ~~(5) Equipment to~~socket shall be installed ~~in~~on the ~~enclosure shall include:~~side of the control center.

~~An electrically held contactor of proper size for system with 120/240 volt coil.~~

2. ~~A thermal magnetic~~Constructed of sheet aluminum with a locking door mounted four to five feet above grade.
3. The cabinet shall be vented and weather tight.
4. Foundation shall be cast in place concrete finished a minimum of two inches above finished grade.
5. A main circuit breaker ~~of adequate size~~sized for the proposed lighting system.
6. A photocell-controlled contactor shall be installed prior to individual circuit breakers for each circuit.
7. A single pole, 20 ampere rated toggle switch shall be installed to by-pass the photoelectric control.

~~CB Duplex~~ A duplex receptacle convenience outlet ~~and porcelain lamp holder with pull chain.~~

8. ~~Wiring for~~ shall be installed on a dedicated circuit ~~breaker~~within the cabinet.

~~A twenty (20) amp. circuit breaker.~~

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~~(6) A meter socket with locked metal protective cover of sufficient depth for meter to be mounted on rear of enclosure.~~

9. ~~(7)~~ A convenience light shall be installed in the cabinet.

10. A photoelectric cell shall be installed on the bottom side of the cabinet or, shall be installed, complete with pole tap adapter and receptacle on the light post nearest to the control center, interconnected with the control center with a 3 wire, No. 12 color coded circuit.

~~14~~13. Luminaires

(a) Post Top Luminaires ~~and Ballasts (on concrete poles)~~
~~The luminaires~~Luminaires shall be General Electric Company Evolve LED Post Top Town and Country ~~T.C.~~ or an ~~"~~approved~~"~~ equal ~~with energy efficient constant wattage ballasts, nominally wired for 120/240 volt operation and equipped with Fusetron in-line fuse holders and 5 amp slow blow fuses. Each luminaire shall have the proper light~~. Light distribution ~~pattern and~~ shall be specified by the designer.

Refractor type: Acrylic
Light Color: 3000K
Control: As designed
Color: Black

(b) ~~furnished with a lamp of the wattage indicated. Mounting height~~Mast Arm Luminaires

Luminaires shall be ~~14'-0".~~General Electric Company Evolve ERL series or an approved equal. Light intensity and distribution shall be as specified by the designer and approved by the Village Engineer. Shields shall be installed as directed by the Village Engineer

~~Manufacturer Style Size Volts~~

~~G. E. Town & Country 100 watt 120/240HP Sodium~~
Voltage: As

~~(b) Luminaires and Ballasts (on aluminum poles)~~

~~The luminaires for lighting improvements to be accepted by the Village for maintenance shall be a standard line of Quality Lighting (Q.L., Inc.) or equivalent luminaires equipped with photoelectric control units and one piece reflector housing of bronze finished aluminum and flat clear lens. The luminaire shall be equipped also with a hinged lens holder that shall be securely held in place by a suitable latch. The luminaire head with Q.L. - 24B reflector shall embody a two (2) inch slip fitting and shall be equipped with~~

adjustable latch lugs to permit the proper orientation of the light pattern on the pavement; and EEL - NEMA standard, three (3) terminal polarized lock-in type, photo-electric control receptacle. In addition, constant wattage high pressure sodium vapor units shall be equipped with quick removeable ballasts that are wired for 120 volt operation but may be reconnectable for 240. The luminaires shall provide lighting distribution equivalent to IES type II except at intersections where IES type V or IES type II with four (4) way distribution shall be provided.

All luminaires shall be installed as part of the pole erection and shall be individually leveled by means of a spirit level after installation. All connections shall be adequately tightened.

Manufacturer	Reflector	Size	Volts
G.E. (or approved equal)	24B	200 watt HP Sodium	120/240
G.E. (Light Color: 4000K or as approved equal)	24B	250 watt HP Sodium	120/240 by the Village Engineer. Control: As approved Color: White

(c) Luminaires shall be controlled by one of the following methods:

(1) Individual (Less than six (6) standards) or less) Each luminaire shall be controlled by an individual photoelectric control unit (G.E. Co. Astrodome or approved equal) recessed in top ofat each luminaire.

(2) Group (more than six (6) standards) The control unit controlling more than one luminaire shall consist of a switch (G.E. Co. multi-control or approved equal)contactor actuated by a photoelectric control unit (G.E. Co. Poly-volt or approved equal). No timers are to be usedby the Village Engineer.

1514. Light Standards

(a) Light Standards

Residential light standards are to be direct bury poles as approved by the Village Engineer.

Residential light standards to be accepted by the Village for maintenance may be manufactured of concrete, centrifugally cast, pre-stressed and steel reinforced. The standards shall have smooth ground and polished surfaces with a sky gray finish. The cross section of the standard shall contain a raceway extending throughout the length of the standard and dual cable entrances below grade. The raceway shall have a minimum opening of one and one-half (1-1/2) inches and shall not exceed two (2) inches at the top of the standard. A handhole shall be provided on the opposite side from the

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luminaire and shall be covered with a heat-treated cast aluminum door, fastened to nonferrous inserts in the standard with stainless steel bolts ~~a distance of eighteen (18)~~18 inches above finished grade.

All standards shall be provided with an aluminum mast cap held to the top of the standard by stainless steel screws and nonferrous inserts.

~~Concrete light standards are to be of the type manufactured by the Centrecon Pole Company, or approved equal.~~

~~Aluminum light standards are to be of the type manufactured by Hapsco or approved equal.~~

~~Aluminum for the handhole doors and mast caps shall conform to ASTM specifications S5A-F or SG70A-T6 and B26-50T.~~

Roadway lighting standards shall not be less than ~~eight (~~8~~)~~ inches in diameter with a butt base below final grade level. It shall be equipped with mast arm brackets securely attached to the standard.

Poles shall be set vertical in tamped wet screenings, at proper grade, and shall be straight to within one ~~(1)~~ degree of vertical, straightened and maintained throughout the duration of the ~~twelve (12) month Guarantee Period~~guarantee period.

(b) ~~(b)~~ Pre-Approved Summary

~~1.~~ The following standards and appurtenance, or approved equals, may be used for lighting systems.

Concrete Pole Specifications

~~Manufacturer Height (Ft) Finish~~

~~Centrecon 14 - 28 Gray~~

~~2.~~

Manufacturer	Height (Feet)	Finish
Centrecon	14-28	Gray

Brackets (variable)

~~Single Double Length (Ft.)~~

~~AD ADD 8, 10, 12, 14~~

~~3.~~

Single	Double	Length (Feet)
AD	ADD	8, 10, 12, 14

Power Cap - AP-490 or an approved equal

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~~4.~~ Aluminum Pole Specifications

~~Manufacturer Height (Ft.) Arm Length (Ft.)~~

~~Hapsco Poles 30-45 w/12-15~~
~~Lexington Poles 30-45 w/12-15~~

Manufacturer	Height (Feet)	Arm Length (Feet)
Hapco	30-45	12-15

(c) Materials and Equipment:

1. Equipment Standardization

In the interest of encouraging uniform appearance, standardization of replacement parts and familiarization of maintenance personnel with the equipment, the Village has selected certain equipment which is to be incorporated.

2. Materials

All materials comprising the lighting systems shall be the product of a firm or firms regularly engaged in the manufacture of such materials and shall be covered by the manufacturer's or installing contractor's warranty or guarantee. ~~-~~The materials shall be new, of current manufacture, and of standard design free from all defects.

3. Other Equipment

All other components of the street lighting system not covered or detailed by these specifications shall be designed and provided in conformance with currently accepted practices of good engineering and in full compliance with the requirements of the Commonwealth Edison Company.

~~A type E, 100 ampere, double pole, 240 volt circuit breaker (Westinghouse AB De-ion or equal shall be used. A single pole, 20 ampere rated toggle switch shall be installed to by-pass the photoelectric control. A 15 ampere, medium socket fuse (Fusetron or equal) shall be provided to protect the photoelectric control from overload.~~

~~4.~~ Substitute Material or Equipment

If the general requirements, law, ordinance or applicable rules or regulations permit the developer to furnish or use an approved substitute that is equal to any material or

equipment specified, and if the developer wishes to furnish or use a proposed substitute, ~~he~~they shall make written application to the Village Engineer for approval of such a substitute certifying in writing that the proposed substitute will perform adequately the function called for by the general design, be similar and of equal substance to that specified and be suited to the same use and capable of performing the same function as that specified; stating whether or not its incorporation in or use in connection with the project is subject to the payment of any license fee or royalty; and identifying all variations of the proposed substitute from that specified and indicating available maintenance service. ~~–~~No substitute shall be ordered or installed without the written approval of the Village Engineer who will be the judge of equality and may require the developer to furnish such other data about the proposed substitute as he considers pertinent.

~~Q~~P. SUPERVISION AND SAFETY

~~The~~ A licensed electrical contractor shall supervise and direct the work efficiently and with ~~his best~~the upmost skill and attention.

The ~~developer's engineer~~developer shall be responsible for coordinating the improvement work, correcting faulty work, and consulting with the design engineer and Village Engineer in the settlement of any ~~construction~~ disputes, plan changes, or plan adjustments.

~~The contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work.~~

~~R~~Q. INSPECTION AND TESTING

After the installation is complete and at a time convenient to the Village, all equipment shall be demonstrated to operate in accordance with the drawings and specifications. ~~All systems shall pass a first time 5 megohm installation resistance test. All circuits shall be designed for a voltage drop not greater than that required for the proper operation of lamps and in any case not to exceed 10%. This work shall be considered as incidental to the lighting contract. The contractor shall notify the Village Engineer at least forty-eight (48) hours prior to testing and all testing shall be done in the presence of the Village Engineer~~Record drawings shall be provided to the Village Engineer for approval prior to scheduling testing.

~~S~~ Each standard, controller, and all appurtenances shall be visually inspected to verify proper installation. Photoelectric cell controls shall be inspected with an after dark inspection performed initially and again after a minimum of 30 days to ensure proper operation.

R. RECORD DRAWINGS

~~Upon completion of construction, the developer shall be responsible for providing one (1) set of "As Built" - sepia mylar reproducible plans and one (1) blue line print set to the Village Engineer for permanent record use.~~

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~~T~~ Prior to acceptance of the lighting system, Record Drawings shall be submitted to the Village in electronic and hard copy formats as approved by the Village Engineer. The Record Drawings shall indicate the roadway lighting system demonstrating the location of all conduits, controls, standards, and handholes. It shall be certified as to accuracy by an Illinois licensed Professional Engineer or Illinois licensed Professional Land Surveyor. See As-Built Checklist for required format of As-Built submittals.

S. GUARANTEE PERIOD AND WORKMANSHIP

All work ~~to be performed under this contract~~ shall be performed in a neat and workmanlike manner and shall be guaranteed by the ~~contractor~~developer and ~~his~~their surety against defects in workmanship and materials, of whatever nature, for a period of ~~twelve (~~12~~)~~ months from the date of final acceptance of the work. ~~-~~Any defective material or workmanship shall be repaired or replaced ~~by said contractor~~ to the satisfaction of the Village without cost to the Village.

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PART II - PARKING LOT LIGHTING

A. ILLUMINANCE

1. Uniformity/Intensity

The horizontal illuminance method shall be utilized on an average-to-minimum ratio and maximum-to-minimum ratio as designated below:

Horizontal Illuminance Table

General Parking and Pedestrian Area

Level of Activity	Lux (Minimum on pavement)	Footcandles (Minimum on pavement)	Uniformity Ratio (Average/Minimum)	(Max./Min.)
High	10	0.9	4:1	9:1
Medium	6	0.6	4:1	9:1
Low	2	0.2	4:1	9:1

2. Glare

Efforts must be made to use luminaires that control the view of the light source from drivers and pedestrians. Both disability and discomfort glare must be avoided.

B. LIGHT SOURCE

1. Atmospheric Conditions

All exterior fixtures shall be totally enclosed and gasketed for protection from the elements.

2. Lamp Position

Each lamp shall be positioned to achieve the maximum light output for even distribution within the parking lot.

C. LIGHTING EQUIPMENT

A variety of luminaires are used for lighting parking facilities such as area lighting, architectural, post top, wall mounted, and roadway lighting. "Shoe box" style shall be used with sharp cut off designed to confine light to specific designated areas.

Floodlight luminaires, adjustable wall packs, and high-mast aerial lighting ~~(~~greater than ~~sixty (~~60~~)~~ feet~~)~~ in height shall not be acceptable.

The luminaire types that are suited for a specific application can be determined by comparing luminaire and lamp combinations to basic considerations, such as:

1. Size and shape of area.

2. Mounting height of luminaire ~~(normally 20 to 40 feet/flat glass unit).~~.

3. Location requirements of poles and luminaires:

   When perimeter poles are used a ~~one way beam in a~~light cut off design or lens shall be considered ~~or lamp positioned so as it is~~ capable of ~~procuring~~producing a rectangular pattern.

4. Illuminance requirements.

5. Quality of uniformity requirements (maximum to minimum).

6. Energy requirements (lamp source and ballast). ~~-~~PF-90 CWA energy efficient constant wattage auto factor type ballasts shall be used.

7. Code restrictions.

8. Effects of spill light, street and house side light must be controlled by optics, reflectors or visors to minimize unwanted light. ~~-~~If visors are used the structural integrity of the pole and lamp combination must be safely determined as acceptable for local wind conditions.

D. ARCHITECTURAL LUMINAIRES

These varied types of luminaires are designed to blend with the total architectural environment and shall be capable of producing efficient, uniform illumination while offering control of undesirable light or glare.

E. POST TOP LUMINAIRES

The mounting height for this type of ~~lamp~~luminaire shall not exceed ~~twenty-five (25)~~15 feet~~.~~ when adjoining residential uses. Mounting heights up to 25 feet may be permitted adjoining other uses as approved by the Village Engineer.

F. WALL MOUNTED LUMINAIRES

The cutoff type shall be used with a maximum mounting height of ~~twenty-five (~~25~~)~~ feet and maximum spacing of ~~four (~~4~~)~~ times the mounting height and maximum lamp of 400 watts or equivalent.

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G. SPECIAL LIGHTING

Should closed circuit television monitoring equipment be necessary, special considerations will be given to the lighting level, type of light source, and distribution pattern ~~in order~~ to ensure effective results.

H. ENERGY MANAGEMENT

~~Timers shall be considered in~~ Developers are encouraged to include provisions for reducing the lighting levels for area security only during reduced activity ~~levels to provide for only security lighting levels~~periods.

I. DESIGN AND SUBMITTAL PROCEDURES

Private parking lot and area lighting will be reviewed on an individual basis for meeting the intent of these provisions. ~~-~~Catalog cuts and photometrics must be submitted for approval by the Village Engineer.

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SECTION VII

GRADING AND LANDSCAPING

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~~A. REGULATION OF TREES AND RELATED WORK ON PUBLIC PROPERTY~~

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A. GENERAL

All ~~planting,~~vegetation removal, excavation, or ~~other construction or development~~grading work ~~involving, or occurring near or affecting any tree or shrub in any~~ within the public ~~street, parkway~~right-of-way or other public ~~place~~places shall require a permit ~~therefor pursuant to, and shall in all respects~~

comply with, Chapter 25 of the Municipal Code. All other and be regulated in accordance with this Standard and applicable Village codes and ordinances shall also be followed in connection with such. Vegetation removal or grading work.

All trees on other lands shall comply with this Standard and applicable Village codes and shrubs planted shall be placed subject to the direction and approval of the Director of Public Works or his designeeordinances.

In making excavations in streets, rights-of-ways or other public places, proper care shall be taken to avoid injury to the roots of any tree or shrub, wherever possible.

Shrubbery, bushes, or evergreen bushes now existing in the dedicated right-of-way of any street shall not exceed thirty (30) inches in height. No planting, fence, sign or other obstruction to vision shall be maintained on any dedicated right-of-way, alley, other public ground, or other property if it is detrimental to public health, safety or welfare.

B. PROTECTION AND RESTORATION REQUIREMENTS

1. Protection of Property and Surface Structures

B. ADDITIONAL RESOURCES

To protect existing utilities all underground work shall be performed in accordance with the Illinois Underground Utility Facilities Damage Prevention Act and JULIE Excavator Handbook.

Chapter 25 of the Municipal Code - Tree Protection and Preservation, Vegetation

Chapter 6 of the Municipal Code – Article XI, Site Grading, Drainage and Soil Erosion/Sedimentation Control

C. PROPERTY PROTECTION

Trees, shrubbery, irrigation and sprinkler systems, fences, poles and all other property and surface structures shall be protected during construction operations. Trees shall be protected pursuant to the requirements of the Municipal Code. All fences, poresAll fences, poles or other man-made surface improvements which are moved or disturbed shall be restored to their original condition after construction is completed. Any trees, shrubbery or other vegetation, which are approved for removal shall be removed completely, including stumps and roots. Responsibility for any damage or claims for damage caused by construction operations to shrubbery or other landscape improvements, which were not authorized for removal, or trimming, shall be assumed by the contractor/developer and/or owner. Settlement of any damage or claims for damage shall be made by the contractor/developer and/or owner as soon as possible and in a manner satisfactory to the Village Engineer..

2. *Restoration of Existing Improvement Surfaces*

The contractor/developer shall restore all pavements, sidewalks, driveways, curbs, gutters, trees, shrubbery, lawns, fences, poles, public utilities, and other property and surface structures removed or disturbed during or as a result of construction operations to a condition which is equal in appearance and quality to that which existed before the work began. The surface of all improvements shall be constructed of the same material and match in appearance the surface of the improvements which were removed.

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~~3.~~

Cultivated Lawns

When cultivated lawns are damaged as the result of construction activities~~,~~ the disturbed areas ~~so damaged~~ shall be restored by furnishing and placing topsoil and sod with a guarantee period.

D. SOIL EROSION AND SEDIMENT CONTROL

~~as detailed in this Section~~Final Engineering Plans, specifications, and ~~where directed~~the Engineer Estimate of Probable Cost shall include soil erosion and sediment control measures during the construction stage and until permanent stabilization is established. Measures may include storm water runoff diversions, inlet filter baskets, barrier fence, sediment basins, ditch checks, seeding and mulch, and watering to control dust. The Practice Standards of the Illinois Urban Manual shall be followed.

Soil erosion and sediment control plans shall be approved by the Village Engineer ~~with a~~ and installed by the developer prior to earth disturbing activities commencing on the site. Following installation, the developer shall provide a minimum ~~one (1) year guarantee period~~48 hours' notice for inspection to the Village Engineer to verify and approve the measures installed.

~~4.~~ The subject property is considered stabilized with 75% established turf growth, or the installation of sod. This use of sediment/erosion control as a temporary stabilization measure will only by accepted during seasons where grass growth/sod installation cannot occur; this will apply only to the following months; November–April. No exceptions will be made. Sediment control measures are required to remain in place until 90 percent of the disturbed area is permanently stabilized with turf. Sodding must be sufficiently "knit" with the soil to prevent removal by hand or flotation.

E. TREE AND VEGETATION PROTECTION

Protection of Existing Trees and Shrubs

1. ~~(a)~~ Code Compliance~~:~~

The developer shall comply with the requirements of Chapter 25 of the Municipal Code in connection with all work in the vicinity of, or affecting, existing trees and shrubs in any way, whether such trees and shrubs are located on or off the site being developed.

2. ~~(b)~~ Village ~~Engineer~~ Review~~:~~

~~—~~The developer's proposed methodology for ~~saving~~protecting existing trees shall be reviewed by the Village ~~Engineer~~Forester and work shall only be in accordance with an approved tree construction activity plan. ~~-~~If, in the opinion of the Village ~~Engineer~~Forester, the developer has not taken the necessary precautions to preserve the tree asset, the Village ~~Engineer, or his designee,~~ may issue a stop order on all site development work in progress.

3. ~~(c)~~ Tree Plan Approval~~:~~

~~—~~The criteria for approving a tree plan shall include all applicable requirements of Village codes and ordinances, as well as the following:

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a. ~~(1)~~ General design.

b. ~~(2)~~ Planting specifications.

c. ~~(3)~~ General environmental considerations.

d. ~~(4)~~ Preservation in a natural state of forested land.

e. ~~(5)~~ Extent of existing tree coverage.

f. ~~(6)~~ Techniques for the preservation and protection of existing trees during construction.

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C. PUBLIC EASEMENTS AND UTILITIES (See Section 11 – Water Distribution System and Appurtenances)

D. NOTIFICATION

A forty-eight (48) hour advance notification to the Department of Public Works is required prior to tree planting to allow sufficient time for inspection of any trees, shrubs or landscaping required by any applicable code, ordinance, agreement or approved plan. A call to "J.U.L.I.E." (sometimes known as Joint Utility Locating Information for Excavators, or Julie, Inc.) at 1-800-892-0123 and a request to the Public Works Department (847-272-4711) for utility locations is required prior to excavation for tree planting.

E. PARKWAY TREES (See Chapter 25 of the Municipal Code)

F. SODDING AND SEEDING

All non-pervious areas within dedicated street rights-of-way shall be graded and seeded or sodded in an approved manner. Restoration work shall be performed to the satisfaction of the Village Engineer.

1. 1. Topsoil Placement

Topsoil shall be furnished and placed to a depth of six (6) inches. The work to be done includes preparing the subgrade, removal of surplus earth, filling all irregularities or depressions in the planting area due to settlement, weathering or other causes, furnishing, placing, raking, and rolling topsoil, and removal of debris. The topsoil furnished shall consist of loose, friable, loamy, non-acid soil, rich in organic matter and free from clay and other objectionable matter. Before topsoil is placed, the area to be covered shall be shaped, trimmed and finished so that the specified amount of topsoil shall bring the area to the proper grade. If the existing surface has become hardened or crusted, it shall be raked or otherwise loosened to provide a suitable bond with the topsoil. The topsoil shall be deposited and spread over the planting surface and carefully rolled to leave a smooth surface.

2. Sodding

Furnishing and placing sod shall include preparing the ground surface and, furnishing transporting and placing the sod and other materials required in the sodding operation. The dirt sod shall be a well-rooted mixture of Kentucky Bluegrass and conform to the Illinois Department of Transportation's Standard Specifications. Each piece of sod shall be well covered with turf grass, free from noxious weeds and other objectionable plants, and shall not contain substances injurious to growth. The grass shall be mowed to a length of not less than two (2) inches, nor more than four (4) inches before the sod is cut. The consistency of adherent soil shall be such that it will not break, crumble, or tear during handling and placing of the sod. The sod shall be cut in square or rectangular pieces with its shortest side not less than twelve (12) inches nor more than eighteen (18) inches long. Sod which has been cut more than thirty-six (36) hours prior to being placed shall not be used without the approval of the Village Engineer. All sod in stacks shall be kept moist and protected from exposure to the sun, wind and from burning. Agricultural ground limestone and nutrients shall be included as required. A minimum of three (3) waterings

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within two (2) weeks of placing the sod shall be provided and more frequent watering may be necessary during the summer months.

Any defective, dead or dying sod shall be removed and replaced during the guarantee period.

1. 3. Seeding

Furnishing and spreading an approved seed mixture may be used in lieu of sod at the discretion of the Village Engineer when approved in writing. Use of a blanched mulch or a hydro-mulch may be permitted in areas designated by the Village Engineer.

4.1. Growth Required

An established growth of live sod or grass at a height of not less than two inches shall be required prior to issuance of a final certificate of occupancy for buildings on the project site.

G. LANDSCAPE SCREENING (See Section 9-107 of the Zoning Code)

A. H. SOIL EROSION AND SEDIMENT CONTROL

Final Engineering Plans, specifications and the Engineer's Cost Estimate shall include planned and scheduled soil erosion and sediment control measures during the construction stage and until a permanent surface is established. Positive measures shall include but not be limited to storm water runoff diversions, sediment basins, straw bales, seeding and mulch covering and watering to control dust. Retention ponds shall be excavated to provide for future sedimentation with aquatic standards. Twenty-five (25) percent of the pond's bottom area should be greater than ten (10) feet deep to prevent winter fish kill and an additional five (5) percent for future sedimentation. Inlet basket filters (typar 3201 fabric or approved equal) must be used in all new developments during construction.

The Procedures and Standards for Urban Soil Erosion and Sediment Control in Illinois must be followed. This manual is available for purchase at the North Cook County Soil and Water Conservation District Office and a copy is on file with the Village Engineer.

The Village Engineer is hereby designated to receive, investigate and enforce compliance of the Village's soil erosion and sediment control regulations.

F. I. LAND GRADING AND DRAINAGE

1. 1. Permits Required

No person, firm or corporationNo entity shall alter, cause or permit the alteration of any existing land grade, contour or drainage pattern in any manner, whether or not pursuant to

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building, grading or other permits, without first complying with all applicable regulatory requirements and the provisions of these Standards and obtaining a grade alteration permit ~~pursuant hereto;~~or approval. Copies of permits from regulatory agencies shall be provided~~, however, that the~~ to Village Engineer ~~may in writing waive the requirement of such permit based upon his finding that the proposed alteration will not affect existing surface water drainage onto or off of the subject property~~.

2. ~~2.~~ Lot Grading

~~(a) Grading~~With the exception of water features, ponds, and detention facilities, grading of parking lots and rear~~/~~, front~~/~~, or side yards within the Village shall be ~~accomplished in such a manner so as~~performed to prevent minor ponding of water ~~in excess of twelve (~~exceeding 12~~)~~ inches in the event of complete failure of the storm sewer system. Overland flow routes for storm water runoff shall be adequately identified, sized and located within public drainage and utility easements for ~~100 year storm events. The only exceptions to allowing the maximum ponding shall be for ponds or detention basins, which may be deeper.~~the 24-hour, 100-year storm event.

~~(b) Longitudinal grading on all grassed areas of lots shall be kept within the range of one (1) vertical to five (5) horizontal unless otherwise approved by the Village Engineer. If slopes up to two (2) horizontal to one (1) vertical or steeper are approved, retaining walls or other grade treatments approved by the Village Engineer shall be required. Earthen surface slopes of three (3) horizontal to one (1) vertical or greater must be sodded. Minimum slopes for yards and swales shall be one and one half (1-1/2) percent.~~

~~(c)~~ Turf area grading shall be between 1.0 percent and 30 percent slope. Slopes over 20 percent shall be sodded and staked. Slopes over 30 percent with engineered stabilization measures may be approved by the Village Engineer at their discretion.

Residential driveway grades on all lots, as measured from the top of curb to the finished garage floor, shall be ~~kept within the range of two (2) percent to eight (8) percent, except when a grade of either (8) percent or less is not practical due to topographical conditions, in which case the Village Engineer may approve driveway grades up to ten (10) percent. If depressed driveways are needed due to topographical conditions, it must be done in such a way that rainfall from the 100-year storm is not directed into the building.~~between 1.5 percent and 8 percent. Slopes between 8 percent and 10 percent may be approved by the Village Engineer at their discretion.

3. ~~3.~~ Drainage

~~It shall be unlawful to undertake or cause any alteration of an existing land grade, contour or drainage pattern in the Village which, in the Village Engineer's professional opinion, will cause surface water to be unreasonably diverted onto or detained on abutting or nearby property or unreasonably alter natural or existing drainage patterns or unreasonably increase or concentrate runoff of storm water onto abutting or nearby property.~~

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4. All grading activity shall maintain positive and controlled drainage patterns that will not unreasonably block flow from nor divert flow to, adjoining property.

4. Lot Grading Certification

At the time of final occupancy, and after landscaping, the developer's registered/licensed engineer or registered/licensed survey or shall furnish to the Director of DevelopmentVillage Engineer a certificate stating that95 percent certification statement and as-built topographic plans. The statement shall indicate the finished lot grades around all structures conform to the approved grading plan and that each lot drains properly. The "as-built" topographic plans shall have the results of an elevation survey of the completed work denoted, showing actual locations and demonstrating as-built grades adjacent to the approved proposed elevations of: (1) the yard (rear/side/front: 20 feet maximum spacing); (2) the drainage structures, public sidewalk, curb and gutter, driveway, patio, deck, pools, window wells...etc.); (3) the utility service lines - sanitary service; - water service (B-Box); - sump pump connection, etc. - each location for which an elevation was denoted on the approved grading Plan. These "as-built" plan elevations shall be denoted next to the original elevation, which shall have a thin line drawn through it so as to remain legible..

J. SURVEY BENCHMARKS AND MARKERS

The developer's registered/licensed surveyor shall place permanent benchmarks at every quarter (1/4) mile interval in both the north-south and east-west direction for large parcels. A minimum of one permanent benchmark in each development is required. When required by the Village Engineer, the proposed benchmark shall be in National Geodetic Vertical Datum of 1929 and shall be checked to a reference mark elevation noted in the FEMA Flood Insurance Study. The permanent benchmark shall be a brass disk set in a concrete monument per IDOT's Standard Specifications.

K. WETLANDS

1. Location and Identification

The developer shall examine the current National Wetland Inventory Map on file with the Village Engineer and determine if one is located on the proposed site. This must be reflected on the proposed site, grading and landscape plan. If a wetland appears on the map or if required by the Village Engineer, the developer shall have a site specific wetlands delineation performed by a qualified environmental engineer.

2. Permit Process

For development or modification of a wetland the developer shall complete and fulfill the U. S. Army Corp. of Engineers "Joint Application" to obtain a permit from the Illinois Environmental Protection Agency.

The developer must furnish a certified copy of this permit to the Village Engineer prior to final plat and engineering plan approval.

3. Mitigation

~~Any and all existing isolated wetlands that are no longer under the jurisdiction of the United States Army Corps of Engineers that are altered by the proposed development shall be mitigated on site at a 1:1 ratio. If on site mitigation is not possible, then the Village Engineer will work with the developer to find a suitable off site location within the Village, preferably in the same watershed.~~

G. ~~I.~~ STREAM PRESERVATION

1. ~~1.~~ Purpose and Need

~~—~~The developer of a parcel adjacent or tributary to an existing drain, reach~~,~~ or tributary of a river or stream shall remove and dispose of obstructions, overgrown vegetation, trash, debris ~~and~~, construction materials, and shall improve the existing ~~channel's~~channel's ability to carry floodwater, and clean out blockages of a channel caused by overgrowth, debris, and sediment deposits.

2. ~~2.~~ Design Considerations

~~—~~Bank ~~erosion (rip-rap, gabions, etc., and other protective measures as deemed necessary~~stabilization activities required by the Village Engineer~~, including specific landscape methods,~~ shall be ~~instituted and approved~~undertaken by the ~~Village Engineer~~developer to discourage illegal dumping, improve the aesthetic value, and reduce future maintenance costs. The developer shall permanently permit vehicular access for maintenance work through recorded easements.

3. ~~3.~~ Inspection and Maintenance

The Village Engineer and Director of Public Works ~~or their duly appointed representatives~~ shall jointly review improvements and routinely inspect the adjacent stream to reduce the possibility of storm water conveyance and nuisance problems.

~~4. Compliance~~

H. ~~Any work undertaken within~~ INSPECTION REQUIRED BEFORE PLANTING

A 48-hour advance notification to the ~~floodway, flood fringe~~Department of Public Works is required prior to planting to allow sufficient time for inspection of any trees, shrubs or ~~floodplain must be considered an appropriate use as defined~~landscaping required by any applicable code, ordinance, agreement or approved plan.

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I. TURF PLANTING

All pervious areas within dedicated public right-of-way shall be graded and seeded or sodded in accordance with the Illinois Department of Transportation Standard Specifications for Road and Bridge Construction, latest edition. Restoration work shall be performed to the satisfaction of the Village Engineer.

1. Topsoil Placement

Topsoil shall be furnished and placed to a depth of 6 inches. The work to be done includes preparing the subgrade, removal of surplus earth, filling all irregularities or depressions in the planting area due to settlement, weathering or other causes, furnishing, placing, raking, and rolling topsoil, and removal of debris. ~~Transportation's Division of Water Resources and under~~The topsoil furnished shall be pulverized and screened consisting of loose, friable, loamy, non-acid soil, rich in organic matter and free from clay and other objectionable matter.

Before topsoil is placed, the subgrade shall be shaped, trimmed, and finished to accommodate the desired amount of topsoil to bring the area to the proper finished grade. The subgrade shall be tilled to a depth of 2 inches to provide a suitable bond with the topsoil. The topsoil shall be deposited and spread over the planting surface and firmed by rolling to leave a smooth surface.

2. Sodding

Furnishing and placing sod shall include preparing the ground surface and furnishing, transporting, and placing the sod and other materials required in the sodding operation. Sod shall be a well-rooted mixture of Kentucky Bluegrass and conform to the Illinois Department of Transportation Standard Specifications for Road and Bridge Construction.

Sod which has been cut more than 36 hours prior to being placed shall not be used without the approval of the Village Engineer. All sod in stacks shall be kept moist and protected from exposure to the sun, wind, and from burning. Agricultural ground limestone and nutrients shall be included as required. Initial and additional waterings shall be performed in accordance with the Standard Specifications for Road and Bridge Construction. Supplemental watering may be required due to weather conditions.

The guarantee period for sodding shall extend to April 15th of the year following installation. Any defective, dead or dying sod shall be removed and replaced within that period.

3. Seeding

Seeding may be approved at the discretion of the Village Engineer. Developer shall furnish and spread an approved seed mixture and apply mulch via an approved method.

4. Growth Required

~~permit from the applicable~~ An established growth of live turf at a height of not less than two inches shall be required prior to issuance of a final certificate of occupancy for buildings on the project site.

J. NATIVE PLANTING

These standards detail the procedures required to successfully establish native plant communities. Upon successful establishment, native vegetation can provide water quality benefits by filtering sediments and pollutants from stormwater runoff. Additionally, the floral diversity created by these plantings will provide a valuable habitat for wildlife, as well as a unique and aesthetically pleasing landscape.

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Native plants shall be selected based on the land use for which they are proposed. Plants mixes shall conform to the plant mixes identified in the Appendix.

- Emergent Mix shall be used in areas designed to have perennial standing water.
- Wet to Mesic Mix shall be used between the normal water level and high-water level associated with stormwater management facilities.
- Low Profile Prairie shall be used in all other areas.

1. Contractor Qualifications

   Contractors chosen for the establishment and enhancement of natural areas shall be experienced in the restoration, installation, and management of said areas. Qualified personnel shall be available, at all times, to identify non-native and native plants by genus and species. The goal of installing successful native plant communities is a long-term process. It is imperative that a qualified contractor perform the initial installation and maintenance.

2. Quality and Condition

   a. Native seed shall be obtained from sources east of the Mississippi River, within the same EPA Level III Ecoregion as the project site (Central Corn Belt Plains).
   b. Native seeds shall be blended by the vendor, and the mixture and ratio shall be guaranteed in writing to be as specified. The amount of seed indicated on the design specifications shall mean the total amount of pure live seed (PLS) per acre for all species listed. It is the sole responsibility of the contractor to provide approved seed that meets industry-standard PLS requirements.
   c. Contractor shall provide the Village Engineer with the name and location of the seed supplier, origin of the various kinds of plants, and a statement of the purity of the seed.
   d. Seed shall conform to applicable State and Federal~~, State, County, and these Standards~~ regulations as in effect on the date of approval. Unless otherwise specified, seed shall not contain in excess of 1 percent weed seeds; 0 percent is desirable.
   e. All storage requirements, stratification, and scarification considerations shall be the sole responsibility of the contractor.
   f. Mycorrhizal inoculants shall be palletized and mixed at 1 lb. per acre with the fine seeds before installation. The inoculants shall contain a diverse mixture of Glomales fungal species (Glomus spp.) in palletized form.
   g. Under no circumstances shall Wheat (Triticum aestivum), Cereal Rye (Secale cereale), Perennial Rye (Lolium perenne), or Barley (Hordeum vulgare) be used as a temporary cover crop or otherwise be incorporated into the approved seed mix.

3. Handling

   a. The contractor shall be solely responsible for the proper handling and storage of the seed according to the best seed handling and storage practices, including fungicide treatments and stratification considerations.
   b. All native seeds shall be packed and covered in such a manner as to ensure adequate protection against damage and maintain dormancy while in transit, storage, or during planting operations.
   c. Seed shall be kept dry and unopened until needed for use. Seed shall not be stored or temporarily stored in locations or vehicles where the temperature will be in excess of 90 degrees F.

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4. Site Preparation
   a. The contractor shall be responsible for performing all work necessary to achieve and maintain an acceptable seedbed prior to seeding. All areas shall be properly prepared before seeding begins. Underground utility location maps and plans should be reviewed prior to work. Equipment having low unit pressure ground contact shall be utilized within the planting areas.
   b. The seedbed shall be prepared by working the topsoil to a depth of 3 inches. Site preparation equipment shall be of a design that can be utilized efficiently by the contractor to meet the requirements for the work specified.
   c. Prior to seeding, at least 6 inches of topsoil shall be present and free of all clods, stones, roots, sticks, rivulets, gullies, crusting, and cracking. The soil aggregate size will be no greater than 2 inches in the largest diameter.
   d. If present, compacted soils shall be disked or raked prior to seeding. Remedial measures for the access area may include ripping from 12 to 18 inches of the soil horizon prior to disking. If compaction is not a concern, and the seedbed needs to be loosened prior to seeding to ensure good seed-soil contact, disking or raking shall be performed using appropriate equipment.
   e. If needed, cultivation shall occur within 24 hours prior to seeding. Seeding should occur immediately after the last cultivation and preferably before rain.

5. Seed Installation
   a. Seeding shall be performed using a Truax drill, Truax Trillion seeder, or comparable equipment designed specifically for installation of native seed. For areas where site conditions preclude the use of specialized equipment, seed may be installed through hand broadcasting and lightly raking in the seed. Hand broadcast seed shall be spread at twice the specified rate.
   b. Prior to starting work, all seeding equipment shall be calibrated and adjusted to sow seeds at the proper seeding rate. In general, the optimum seeding depth is 0.25 inch below the soil surface.
   c. Equipment shall be operated in a manner to ensure complete, uniform coverage of the entire area to be seeded and to avoid damage to existing woody plants.
   d. Seeding and soil firming shall not be done during periods of rain, severe drought, high winds, excessive moisture, frozen ground, or other conditions that preclude satisfactory results.
   e. To achieve best results, seed boxes should be kept more than one-quarter full at all times and ground speed should be no more than 2 to 3 mph.
   f. Seeding operations must occur when soil moisture is appropriate for seeding operation.
   g. Native plant seed shall not receive fertilizer
   h. Native plant seed shall not receive fertilizer.
   i. Wet seed that is moldy or otherwise damaged in transit or storage shall not be used.
   j. After seeding operation is completed, install erosion control blanket per manufacturer's specifications as necessary.

   Seasonal Considerations

      (1) November 1 through February 28: Seed must be protected from displacement due to water and wind erosion. Seeding on bare, graded surfaces must be protected with double netted erosion control blankets on slopes. Seed drilled into existing vegetation or on flat

ground not subject to erosion may need only minimal erosion protection. Less cover crop will be observed during the following spring due to frost damage.

(2) March 1 through June 29: Seeding during this period is appropriate but germination of a portion of the seed may not occur until the following season due to lack of cold stratification to break seed dormancy. Cover crop generally germinates within 2-3 weeks of seeding operation.

(3) June 30 through September 15: Installation of native seed should be suspended unless irrigation can be provided, or unseasonably cool conditions persist. Annual forbs planted with the mix during this time period may germinate but not have sufficient time to flower before fall senescence.

(4) September 15 through October 31: Seeding on bare, graded surfaces must be protected with double netted erosion control blankets on slopes. Seed drilled into existing vegetation or on flat ground not subject to erosion may need only minimal erosion protection. Less cover crop will be observed during the following spring due to frost damage,

6. Plugging Implementation
   1. Plugs shall be installed in the spring or other date guaranteed by the contractor.
   2. Plugs shall be planted in a hole dug with a trowel, spade, planting bar, or suitable instrument such that the hole is of a minimum diameter and depth to accommodate the plug, with its roots, without damage.
   3. The soil excavated from the planting hole should be used to backfill around the plant and lightly packed to secure the roots in the soil.
   4. If planting is delayed more than six hours after delivery, store plugs in the shade, protect from the weather and mechanical damage, and keep them moist and cool. All plugs should be planted within 24 hours of delivery.
   5. Plugs shall be obtained from a reputable nursery or grown from seed. Plugs shall not be collected from wild populations of plants.
   6. Waterfowl exclusion shall be constructed around plug areas in a manner to protect new plantings from depredation. Fencing shall be constructed of 1 inch wire mesh or comparable material two feet in width. Posts shall be metal T-posts or 2”x 2” wood stakes. Posts shall be 4 to 6 feet in length dependent on soil structure within the emergent planting area. String shall be strung across the tops of the exclusion structures to prevent aerial entry by waterfowl.

7. Erosion Control Blanket

   All native planting areas shall be covered with erosion control blanket suitable for site conditions including slope and expected submergence. Erosion control blanket shall be installed within 24 hours after an area is seeded.

8. Signage

   "No Mowing and/or Dumping" or other signage should be installed along the perimeter of native planting areas or as indicated on the plan to define the boundary of the naturalized area.

9. Native Management Plan

The developer shall be required to submit a management plan for native planting areas to guide establishment, monitoring, and maintenance of these areas. Additional information can be found within Appendix. At a minimum the management plans shall include the following:

1. Identification of responsible parties for monitoring and maintenance activities both short term and long term
2. Identification of funding sources and levels for monitoring and maintenance activities
3. Acceptance standards
4. Annual reporting requirements to the Village on progress of vegetation development relative to the acceptance standards.
5. Annual inspection and monitoring activities
6. Annual maintenance activities

K. GUARANTEES

Trees and plantings shall be guaranteed for a period of two years from the date of final approval or acceptance.

Sodding and turf shall be guaranteed through April 15th of the year following final approval or acceptance.

L. MAINTENANCE AND MANAGEMENT

Shrubbery or bushes existing in the dedicated right-of-way of any street shall not exceed 30 inches in height and shall not obstruct sight distances or otherwise be detrimental to public health, safety or welfare.

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MEMORANDUM
VILLAGE OF NORTHBROOK
PUBLIC WORKS

TO: CARA PAVLICEK, VILLAGE MANAGER

FROM: KELLY HAMILL, DIRECTOR OF PUBLIC WORKS

DATE: September 12, 2023

SUBJECT: A RESOLUTION AUTHORIZING AN AGREEMENT FOR HOLIDAY LIGHTING AND WINTER DISPLAYS

The Village of Northbrook lights parkway trees in the Central Business District and in front of the Village Hall with "holiday lighting" throughout the year. After three years of use, the holiday lighting installed in 2020 needs to be replaced. Additionally, the Village's Illuminate Northbrook event in the Central Business District uses a winter display at the Village Green fountain. Displays for this event have been rented on a year-to-year basis based on availability.

In preparation for the replacement of the holiday lighting, staff from the Public Works Department drafted a joint RFP for the holiday lighting and winter display services with the Northbrook Park District. The scope of this RFP included the lighting of 67 trees in the Central Business District (using the same lighting style that is currently in place) and the design/installation of an annual winter display at the Village Green fountain. The term of this contract extends to April 2026 which provides three years of holiday lighting and displays. Also included in the scope is an allowance for installation of holiday lighting in Village Green Park for which the Northbrook Park District would award their own contract.

The RFP was released on July 27, and a pre-submission meeting was held on August 8, 2023. Proposals were due on August 22, 2023 and on that date, the Village and Park District received one response. The sole response received was from B&B Holiday Decorating, LLC of Wheeling, Illinois. B&B Holiday Decorating installed and has maintained the holiday lighting currently in place and provided the winter displays the last two years. Below in Table 1 is a summary of the pricing submitted by B&B Holiday Decorating. It should be noted that the deer display has been included as the Winter Display given the positive response the Village received for last year's display.

Table 1. Summary of Pricing for Holiday Lighting and Winter Display from B&B Holiday Decorating

Service	Price
Fall 2023 - Installation of Holiday Lighting (inclusive of materials)	$69,525
Winter/Spring 2026 - Removal of Holiday Lighting	$14,647
Annual Winter Display Rental/Installation	$8,500
Annual Maintenance of Holiday Lighting (inclusive of equipment)	Time and Materials ($93.00 per Hour)

Sufficient funds are available in the FY 2023/24 Budget for the installation of holiday lighting and the winter display. The total spend for FY 2023/24 will be $69,525 for installation of holiday lights and $8,500 for the rental and installation of the winter display for a total amount of $78,025. Future years budgets will include the winter display costs as well as the annual maintenance costs and

eventual removal of the lights.

Account Name	Account #	Budget	Available	Requested	Remaining	Within Budget
Other Professional Services	11-4100-554-00	$437,205	$111,206	$78,025	$33,181	Yes

Staff recommends Village Board approval of a Resolution authorizing an agreement with B&B Holliday Decorating, LLC of Wheeling, Illinois for the installation, maintenance, and removal of holiday lighting as well as the rental and installation of winter displays. Staff will be present at the meeting to answer any questions that may arise.

Resolution (ID # 6848)

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Authorizing an Agreement with B&B Holiday Decorating, LLC of Wheeling, Illinois for Holiday Lighting and Winter Displays

is hereby adopted, as follows:

Section 1. Recitals.

The Village's FY 2023/2024 Budget provides for the installation of holiday lighting on parkway trees throughout the Central Business District. The Village has utilized a multi-year contractual holiday lighting program that includes the supply of materials as well as installation and removal of the lights for a fixed contractual price, with the maintenance of lights on a time and materials basis between seasons. Account No. 11-4100-554-00 (Other Professional Services) provides sufficient funds for the installation work that will occur in FY 2023/2024.

The Village of Northbrook recently solicited proposals from six firms for the installation, maintenance, and removal of holiday lighting downtown as well as the rental and installation of a winter display. On August 22, 2023, one firm submitted a complete proposal for the scope of work. B&B Holiday Decorating, LLC of Wheeling, Illinois ("***Vendor***") submitted the most responsive and responsible revised proposal in the total fixed cost amount of $84,172 for holiday lighting installation and eventual removal and $25,500 ($8,500 annually) for the rental and installation of the winter display. The cost for FY 2023/2024 includes holiday lighting installation for $69,525 and $8,500 for the winter display. The Village Board intends to include $8,500 in FY 2024/25 for the winter display, in the FY 2025/2026 $8,500 for the winter display and $14,647 for remove the lights after the 2025 holiday season. Maintenance of the lights between holiday seasons will be conducted on a time and materials basis based on hourly rates provided in an agreement with the Vendor ("***Agreement***"). The hourly rate of $93.00 for maintenance of holiday lighting shall be on an as needed basis.

The President and the Board of Trustees have considered the expenditure and determined that it is in the best interests of the Village and the public to approve the Agreement.

Section 2. Approval of Agreement.

The Agreement with the Vendor shall be, and is hereby, approved in a form acceptable to the Village Manager and Village Attorney.

Section 4. Authorization to Execute Agreement.

The Village Manager and the Village Clerk are hereby authorized to execute and seal, on behalf of the Village, the Agreement only after receipt by the Village Clerk of at least three original copies of the Agreement executed by the Vendor and compliance by the Vendor with all conditions precedent to closing; provided, however, that if such executed copies of the Agreement are not received by the Village Clerk within 60 days after the date of adoption of this Resolution, then this authority to

execute and seal shall, at the option of the President and Board of Trustees, be null and void.

Scheduled: 9/12/2023

ATTEST:

Village President

Village Clerk

Attachment: Exhibit A - Request for Proposals - Holiday Lighting and Winter Display (6848 : A Resolution Authorizing an Agreement for Holiday

REQUEST FOR PROPOSALS
INSTALLATION, MAINTENANCE, AND REMOVAL OF HOLIDAY LIGHTING
AND DESIGN OF WINTER DISPLAY IN THE CENTRAL BUSINESS DISTRICT AND VILLAGE GREEN PARK

Village of Northbrook Public Works
655 Huehl Road
Northbrook, Illinois 60062
Attn: Matt Morrison, Deputy Public Works Director

PROPOSAL SUBMISSION INFORMATION:
Proposal Submittal Deadline:
August 22, 2023 - 10:00 a.m.

The Village of Northbrook ("***Village***") and the Northbrook Park District (Park District) will receive Proposals for the Services (as defined in Section 1 of the Contract/Proposal form) necessary to accomplish the project.

INSTRUCTIONS TO VENDORS

Preparation of Proposals. A vendor submitting a Proposal for the Services must (i) do so on the blank Contract/ Proposal form attached to this Request for Proposals, (ii) attach a full listing of products, unit prices and unit quantity as directed by Village in the Specifications (defined in Section 1.B of the Contract/Proposal form), (iii) cause the Proposal to be signed by an authorized official, and (iv) shall include sample winter display designs for review by the Village that will be used in evaluating proposals.

Clarifications. Village or Park District may make clarifications, corrections or changes in this Request for Proposals at any time. Where practicable, Village will notify all vendors or prospective vendors of said clarifications, corrections or changes.

Delivery of Proposals. A Vendor submitting a Proposal must adequately identify its Proposal and submit it to the Village on or before the Proposal Submittal Deadline above. Clearly mark quotation and materials "Sealed Proposal Holiday Lighting Services" and be sure quotation is signed by an authorized representative. Sealed proposals shall be submitted to the **Public Works Center, 655 Huehl Road, no later than 10:00 a.m. on August 22, 2023**.

Acceptance of Proposals. Village may accept or reject any Proposal or portion thereof. Village's decision to do so is a function of quality, reliability, capability, reputation, and expertise of the vendors and of Village's needs and resources. A submitted Proposal within this Proposal/Contract Form is an offer only, until accepted by Village in writing, at which time the Proposal/Contract form and Village's notification of acceptance in the form attached to this Request for Proposals shall become a binding contract for the Services.

Vendor Qualifications. Vendors must have a minimum of five (5) years experience and provide a minimum of five (5) current references (name, address, and phone number of contact person) with the bid, at least one of which is a municipal client. The Vendor shall be able to design, install, and supply all materials necessary if selected.

Compliance with the Village of Northbrook No Weapons SOP. Bidders and their employees, agents, and subcontractors will be required to comply with the Village's Standard Operating Procedure No. 11-057 "No

Weapons" effective May 13, 2014 ("*SOP*") at all times during the performance of the Work. Copies of the SOP will be made available upon request.

Pre-Submission Conference. A pre-submission conference with representatives of the Village of Northbrook and Northbrook Park District will held on August 8, 2023 at 10:00 a.m. to review and answer any questions that may arise. The conference will be held at the Public Works Center, 655 Huehl Road, Northbrook, IL 60062. Following the conference, a walkthrough of the site will be held if warranted.

Evaluation of Proposals. It is the intent of the Village to award this contract to a single, responsible, responsive vendor who best satisfies the specifications and requirements set forth in Attachment A, based upon the evaluation criteria specified below. All vendors must be a qualified Vendor and demonstrate the capability to provide the equipment and services in accordance with the Proposal specifications. Proposals shall be evaluated as follows (not listed in order of priority):

1. Sample Winter Display Submittals
2. Design and Visual Impact
3. Available Display Resources
4. Pricing
5. References
6. Customer Service

The Village reserves the right to accept the Proposal from a Vendor with a principal office located within the corporate limits of the Village where quality, customer service, responsiveness and other aspects of the local Vendor and its Proposal are at least equal to the lowest vendor and its bid or Proposal.

DATED this 27th day of July, 2023

VILLAGE OF NORTHBROOK

By:
Matt Morrison
Deputy Public Works Director

Attachment: Exhibit A - Request for Proposals - Holiday Lighting and Winter Display (6848 : A Resolution Authorizing an Agreement for Holiday

VILLAGE OF NORTHBROOK
CONTRACT/PROPOSAL FOR
INSTALLATION, MAINTENANCE, AND REMOVAL OF HOLIDAY LIGHTING AND DESIGN OF WINTER DISPLAY IN THE CENTRAL BUSINESS DISTRICT AND VILLAGE GREEN PARK

Full Name of Vendor: _____("Vendor")

Principal Office Address: _____

Local Office Address: _____

Contact: _____ Phone: _____ E-mail: _____

TO: Northbrook Public Works Department
655 Huehl Road
Northbrook, IL 60062
Attention: Matt Morrison, Deputy Public Works Director

1. Proposal to Deliver Services

A. Contract and Services. If this Contract/Proposal is accepted by Village, Vendor proposes and agrees that it shall:

(1) provide, perform, and complete, in the manner specified and described in the Contract/Proposal, including Attachment A, all necessary work, services, transportation, equipment, materials, information, utilities and other means and items necessary to accomplish the project, all in a proper and workmanlike manner (the "Services");

(2) procure and furnish all permits, licenses, and other governmental approvals and authorizations necessary for the Services;

(3) perform all other things required of Vendor by this Contract/Proposal.

B. Performance Standards. If this Contract/Proposal is accepted, Vendor proposes and agrees that the Services shall strictly comply with the specifications included in Attachment A and by this reference made a part of this Contract/Proposal (the "Specifications").

If this Contract/Proposal specifies a product by brand name or model, such specification is intended to reflect the required performance standards and standard of excellence that Village requires for the product. However, Vendor may propose to deliver a product that is a different brand or model, if Vendor provides with its Proposal written documentation establishing that the brand or model it proposes to deliver possesses equal quality, durability, functionality, capability, and features as the product specified.

C. Responsibility for Damage or Loss. If this Contract/Proposal is accepted, Vendor proposes and agrees that Vendor shall be responsible and liable for, and shall promptly and without charge to Village, repair or replace damage done to and any loss or injury suffered by Village as a result of Vendor's failure to perform hereunder.

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2. Contract Price Proposals

A. Pricing Proposals.
Complete the schedule of pricing included in Attachment B. The submitted prices, which constitute full payment for all Services and other matters set forth under Section 1 of this Contact/Proposal, shall include all overhead and profit, taxes, royalties, license fees, delivery, contributions and premiums, and compensation to all subcontractors and suppliers.

B. Basis for Determining Price. It is expressly understood and agreed that:

(1) All prices listed in Attachment B are firm and shall not be subject to escalation or change during the term of this Contract.

(2) Village is not subject to state or local sales, use and excise taxes; that no such taxes are included in this Section; and that all claim or right to claim any additional compensation by reason of the payment of any such tax is hereby waived and released;

(3) All other applicable federal, state and local taxes of every kind and nature applicable to the Services are included in the prices listed in Section 2.A; and

(4) If Village has stated that a certain amount of work will be required for the Services or that a certain amount of unit price items are needed, (a) such statement is an estimate only, (b) Village may increase or decrease such quantity, (c) the total Contract Price to be paid shall be based upon the final quantity determined by Village and the actual quantity that complies with this Contract/Proposal and that are accepted by Village, and (d) any claim or dispute, based on such estimate, regarding the quantity of the Services to be provided is waived and released by Vendor.

C. Time of Payment. Vendor may invoice the Village on a monthly basis. All payments will be made by Village to Vendor within 30 days after receipt and approval of an invoice.

3. Contract Term. If this Proposal/Contract is accepted, Vendor proposes and agrees, that Vendor shall commence Work within 10 days following the Village's acceptance of this Proposal/Contract provided Vendor shall have furnished to Village all bonds and insurance certificates and polices of insurance specified in this Proposal/Contract (the "Commencement Date"). **If this Proposal/Contract is accepted, Vendor proposes and agrees, that Vendor shall perform the Work diligently and continuously and shall have all holiday lighting and Winter Displays operational not later than 8:00 a.m. on the November 10 of each year.**

The amount of work to be completed is solely dependent upon the funds appropriated by the Village Board of Trustees for the purposes of installation and maintenance of holiday lighting. The contract places no obligation on the Village to appropriate funds for such work. It is understood by the Vendor that the quantities of work identified herein and the Proposal/Contract of the Installation, Maintenance and Removal of Holiday Lights within the parkway of the Central Business District are an estimate of the work to be completed.

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4. Financial Assurance.

A. Indemnification. If this Contract/Proposal is accepted, Vendor proposes and agrees that Vendor shall indemnify, save harmless, and defend Village against all damages, liability, claims, losses, and expenses (including attorneys' fees) that may arise or be alleged to have arisen out of or in connection with Vendor's performance of or failure to perform under this Contract/Proposal, including without limitation any failure to meet the representations and warranties set forth in Section 7 of this Contract/Proposal.

B. Penalties. If this Contract/Proposal is accepted, Vendor proposes and agrees that Vendor shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise or be alleged to have arisen out of or in connection with Vendor's performance of or failure to perform hereunder.

C. Insurance. Contemporaneous with the Vendor's execution of this Contract/Proposal, the Vendor shall provide certificates and policies of insurance, all with coverages and limits acceptable to the Village, and evidencing at least the minimum insurance coverages and limits as set forth in Attachment C to this Contract/Proposal. For good cause shown, the Village Manager may extend the time for submission of the required policies of insurance upon such terms, and with such assurances of complete and prompt performance, as the Village Manager may impose in the exercise of his/her sole discretion. Such insurance policies shall provide that no change, modification in, or cancellation of, any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company to the Village. The Vendor shall, at all times during the term of this Contract/Proposal, maintain and keep in force, at the Vendor's expense, the insurance coverages provided above.

5. Firm Proposal. All prices and other terms stated in this Contract/Proposal are firm and shall not be subject to withdrawal, escalation or change for sixty (60) days after the date this Contract/Proposal is submitted to Village.

6. Default, Remedies. If it should appear at any time that the Vendor has failed or refused to prosecute, or has delayed in the prosecution of, the Services with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Contract/Proposal, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other requirement of this Contract/Proposal ("***Event of Default***"), and fails to cure any such Event of Default within ten business days after the Vendor's receipt of written notice of such Event of Default from the Village, then the Village shall have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

A. Cure by Vendor. The Village may require the Vendor, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Vendor and the Services into compliance with this Contract/Proposal.

B. Termination of Agreement by Village. The Village may terminate this Contract/Proposal without liability for further payment of amounts due or to become due under this Contract/Proposal.

C. Withholding of Payment by Village. The Village may withhold from any payment, whether or not previously approved, or may recover from the Vendor, any and all costs, including attorneys' fees and administrative expenses, incurred by the Village as the result of any Event of Default by the Vendor or as a result of actions taken by the Village in response to any Event of Default by the Vendor.

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7. Vendor's Representations and Warranties. In order to induce Village to accept this Contract/Proposal, Vendor hereby represents and warrants as follows:

A. The Services. The Services and all of their components shall be shall strictly conform to the requirements of this Contract/Proposal, including, without limitation, the Specifications listed in Attachment A and the performance standards set forth in Subsection 1B of this Contract/Proposal; and shall meet or exceed industry standards for quality and reliability.

B. Compliance with Laws. Vendor shall ensure that the Services and all of its components shall comply with, and Vendor agrees to be bound by, all applicable federal, state and local laws, orders, rules and regulations as they may be modified or amended from time to time. Every provision required by law to be inserted into this Contract/Proposal shall be deemed to be inserted herein. Contractor and its employees, agents, and subcontractors will comply with the Village's Standard Operating Procedure No. 11-057 "No Weapons" effective May 13, 2014 ("SOP") at all times during the performance of the Work.

C. Not Barred. Vendor is not barred by law from contracting with Village or with any other unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Vendor is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax as set forth in 65 ILCS 5/11-42.1-1; (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33 of the Criminal Code of 1961, 720 ILCS 5/33E-1 et seq; or (iii) for any other reason.

D. Qualified. Vendor has the requisite experience, ability, inventory, capital, facilities, equipment, plant, organization, and staff to enable Vendor to deliver the Services at the Contract Price and within the Contract Time Proposal set forth above.

8. Acknowledgments. In submitting this Contract/Proposal, Vendor acknowledges and agrees that:

A. Reliance. Village is relying on all warranties, representations, and statements made by Vendor in this Contract/Proposal.

B. Reservation of Rights. Village reserves the right to reject any and all Proposals, reserves the right to reject the low price Proposal, and reserves such other rights as are set forth in the Instructions to Vendors.

C. Acceptance. If this Contract/Proposal is accepted, Vendor shall be bound by each and every term, condition or provision contained in this Contract/Proposal and in Village's written notification of acceptance in the form included in this bound set of documents.

D. Remedies. Each of the rights and remedies reserved to Village in this Contract/Proposal shall be cumulative and additional to any other or further remedies provided in law or equity or in this Contract/Proposal.

E. Time. Time is of the essence of this Contract/Proposal and, except where stated otherwise, references in this Contract/Proposal to days shall be construed to refer to calendar days.

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F. No Waiver. No examination, inspection, investigation, test, measurement, review, determination, decision, certificate or approval by Village, whether before or after Village's acceptance of this Contract/Proposal; nor any information or data supplied by Village, whether before or after Village's acceptance of this Contract/Proposal; nor any order by Village for the payment of money; nor any payment for or use, possession or acceptance of the whole or any part of any Product; nor any extension of time granted by Village; nor any delay by Village in exercising any right under this Contract/Proposal; nor any other act or omission of Village shall constitute or be deemed to be an acceptance of any defective, damaged or nonconforming Product; nor operate to waive or otherwise diminish the effect of any representation or warranty made by Vendor or of any requirement or provision of this Contract/Proposal or of any remedy, power, or right of Village.

G. Severability. The provisions of this Contract/Proposal shall be interpreted when possible to sustain their legality and enforceability as a whole. In the event any provision of this Contract/Proposal shall be held invalid, illegal or unenforceable by a court of competent jurisdiction, in whole or in part, neither the validity of the remaining part of such provision, nor the validity of any other provisions of this Contract/Proposal shall be in any way affected thereby.

H. Amendments. No modification, addition, deletion, revision, alteration or other change to this Contract/Proposal shall be effective unless and until such change is reduced in writing and executed and delivered by Village and Vendor.

I. Assignment. Neither this Contract/Proposal, nor any interest herein, shall be assigned or subcontract in whole or in part by Vendor, except upon the prior written consent of Village.

J. Governing Law. This Contract/Proposal and the rights of the parties under this Contract/Proposal shall be interpreted according to the internal laws, but not the conflict of law rules of the State of Illinois.

DATED this _____day of _____, 20____.

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Vendor's Status: ( )____Corporation (State) ( )____Partnership (State) ( ) Individual Proprietor

Vendor's Name:_____

Doing Business As (if different): _____

Signature of Vendor or Authorized Agent: _____

(CORPORATE SEAL, IF APPLICABLE)

Printed Name: _____

Title/Position: _____

Vendor's Business Address: _____

_____

_____

Vendor's Business Telephone:(_____) _____ Facsimile: (_____) _____

If a Corporation or Partnership, list all Officers or Partners:

NAME	TITLE	ADDRESS

If it is the Vendor's intention to utilize a subcontractor(s) to fulfill the requirements of this contract, the Village must be advised of the subcontractor's company name, address, telephone and fax numbers, and a contact person's name at the time of bid submittal.

Will you be utilizing a subcontractor? ☐ YES ☐ NO

If yes, have you included all required information with your bid submittal? ☐ YES ☐ NO

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ACCEPTANCE

The Contract/Proposal attached hereto and by this reference incorporated herein and made a part hereof is hereby accepted by the Village of Northbrook ("Village") this_____ day of_____, 2023.

This Acceptance, together with the Contract/Proposal attached hereto, constitutes the entire and only agreement between the parties relating to the Services and the Contract Price therefor and supersedes and merges any other prior or contemporaneous discussions, agreements or understandings, whether written or oral, and shall prevail over any contradictory or inconsistent terms or conditions contained in any purchase order, acceptance, acknowledgment, invoice or other standard form used by the parties in the performance of the Contract/Proposal. Any such contradictory or inconsistent terms or conditions shall be deemed objected to by Village without further notice of objection, shall be of no effect, and shall not be in any circumstances binding upon Village, unless accepted by Village in a written document plainly labeled, "Amendment to Contract/Proposal." Acceptance or rejection by Village of any such contradictory or inconsistent terms or conditions shall not constitute acceptance of any other contradictory or inconsistent terms or conditions.

(SEAL)

Attest/Witness:

VILLAGE OF NORTHBROOK

By: _____
Debbie Ford
Title: Village Clerk

By: _____
Cara Pavlicek
Title: Village Manager

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ATTACHMENT A - PROJECT SPECIFICATIONS

1. GENERAL

The Village of Northbrook is seeking a vendor to design and install a winter display to be located at the southeast corner of Shermer Road and Meadow Road at the entrance to the Village Green Park in partnership with the Northbrook Park District. Additionally, the Village is seeking a vendor to install, maintain, and remove lights from trees within the Central Business District. The Park District is seeking a vendor to install, maintain, and remove a winter display in Village Green Park.

The Village of Northbrook and the Northbrook Park are jointly seeking proposals for the outlined work, however each will enter into a contract separately with the Vendor. As part of their submission to this request for proposals, Vendors shall provide a sample design of a winter display for the identified sites. Past displays have included a 3-D lighted polar bear statute, and 5-6 lighted deer statues (both of which were well received by the community). Sample designs shall be non-denominational, tasteful, and scaled to the space being utilized. It is the intention of the Village to utilize the same display for the term of this contract.

All work and material not otherwise described shall be of the best quality, and should any workmanship or materials be needed which are not directly or indirectly set forth in his proposal, but which are nevertheless necessary to the proper execution according to the obvious intent, the Vendor will understand same to be implied and shall provide for it in their proposal.

2. SCOPE OF SERVICES

The Vendor shall furnish all supervision, labor, tools, equipment, and materials, except those identified to be provided by the Village, necessary to install, maintain, and remove holiday lights within the parkway trees of the Central Business District on behalf of the Village over the course of approximately three years spanning September 2023 through April 2026. Holiday lights will be used all year round. Maps showing where lights are to be installed are included as Attachment E.

A. *INSTALLATION OF HOLIDAY LIGHTING*

The Vendor shall install holiday lights on 68 parkway trees in the Villages' Central Business District. This number includes evergreens, deciduous trees (single and multi-stemmed), and several hedges that are to be lit. Included herein are specifications on how the Village desires lights to be installed on these trees and bushes. Lights will be utilized year round and controlled through timers in street light control boxes from which power is provided. During the holiday season, from approximately November 15 through approximately January 20, the lights will remain on 24 hours per day.

Deciduous Trees

A branch wrap style shall be used on all deciduous trees. There should not be more than 2 inches of vertical space between strands of lights on the trunks of trees and branches of trees. At a minimum all major leader branches of the trees shall be wrapped. The sizes of trees for lights to be installed in are identified in Table 1. All lights used shall be C7 LEDs in a warm white with green wires and spacing between lights of approximately 4 inches. The Vendor will

supply a sample of the proposed lights to the Village for the Village's approval prior to installation.

Table 1. Base Proposal - Tree Lighting

Tree Size (dbh)	Number of Trees/
0 – 6.99 Inches	28
7 – 11.99 Inches	18
12 – 14.99 Inches	13
15 Inches +	8
Total	**67 Trees**

Evergreens and Bushes

Evergreen trees shall have lights installed on them in a branch wrap style. The Vendor shall secure lights to keep them from sagging by wrapping the light strands around branches. Each branch of an evergreen tree will have lights on it. Bushes identified in this scope of work will be wrapped in concentric circles of lights with not more than 4 inches of space separating each strand of lights. All lights used shall be C7 LEDs (Conical Size 7 LED Bulbs) in a warm white with green wires and spacing between lights of not more than 2 inches.

General Installation Instruction

Wrapping of each strand must end with a female end so the male end can be plugged into the next strand or into the female end of a tree. The number of strands of lights in a chain shall be limited by the fuses and draw of the chain of lights. When more than one tee is joined together, the resulting combination must end with one unused male plug. Extension cords shall be 14 gauge wire and plugged into the electrical outlets at the base of the tree. All connections shall be wrapped in electrical tape.

The contractor shall be paid a lump sum for the installation and materials. The addition of lights to achieve the desired aesthetic shall be incidental to the contract.

B. *MAINTENANCE OF HOLIDAY LIGHTING*

The Vendor shall perform all maintenance necessary for the startup of holiday lighting at a minimum between October 15 and 31st years 2 and 3 of the contract. The Vendor shall be responsible for the testing of the current holiday lighting that has been installed. Testing shall include identifying where strands are out and probable causes then take the steps outlined below. Pricing for maintenance activities shall be based on rates outlined in Attachment B. The Vendor will notify the Village 2 weeks in advance of their planned start date of work.

i. Bulb Replacement - On strands where a burnt out or missing bulb has been identified as the cause for an outage, the Vendor will install a new bulb and test the strand of lights to ensure the strand is completely lit. The Vendor shall follow this process for each bulb that is found to be burnt out. If more than four bulbs are burnt out on any given strand, the Vendor shall replace the strand.

Attachment: Exhibit A - Request for Proposals - Holiday Lighting and Winter Display (6848 : A Resolution Authorizing an Agreement for Holiday

ii. Fuse Replacement - On strands where a blown fuse has been identified as the cause of an outage, the Vendor shall replace the fuse and test the strand of lights to ensure it is completely lit. The Vendor shall follow this process for every fuse that is replaced. If more than two fuses are blown during the testing of a strand of lights, the Vendor shall replace the strand.

iii. Rewrapping and Cleanup of Trees - The Vendor shall be responsible for rewrapping strands of lights that have to be replaced or have become unwound due to tree growth or wind. When replacing and rewrapping strands of lights, the Vendor shall follow the specifications outlined herein.

iv. Ongoing Maintenance of Holiday Lighting - After the startup of the holiday lighting has been completed, the Vendor may be recalled to complete repairs to the holiday lighting on an as needed basis.

v. Method of Payment – The contractor shall be compensated at a time and materials basis for the maintenance of the holiday decorations. The rates used for determining the payment for maintenance of lights shall be those identified in this document.

C. *REMOVAL OF HOLIDAY LIGHTING*

Removal of the holiday lights shall occur on or after March, but must be completed no later than April 30, 2026. All lights shall be brought to the Northbrook Public Works Center for recycling.

The method of payment for the removal of lights shall be a lump sum payment billed to the Village after the removal has been completed.

D. WINTER DISPLAYS

The Winter Display shall be designed and installed by the Vendor. Upon agreement on the elements of the respective Winter Displays, the Winter Display shall be the same for all three years of this contract and shall be reserved for the Village and Park District's respective displays each year during the time outlined in this contract. At the conclusion of this contract, the Village and Park District shall have the right but not the obligation to buy the display at a mutually agreed upon price.

Village Winter Displays
The Winter Display shall be installed at the entrance to the Village Green Park at the southeast corner of Shermer Road and Meadow Road in Northbrook, Illinois. All winter displays shall be lit using warm white LED lights, be non-denominational, tasteful, and scaled to space being used. All work needed to install the displays shall be the responsibility of the Vendor and shall be included and incidental to the price for the Winter Display.

Winter Displays shall be installed and maintained by the Vendor during the scheduled display period. The Vendor shall be responsible for any and all restoration of the site in order to return it to its condition prior to the installation of the Winter Display each year. The Vendor shall

Attachment: Exhibit A - Request for Proposals - Holiday Lighting and Winter Display (6848 : A Resolution Authorizing an Agreement for Holiday

provide a minimum of 72 hours notice prior to installation of the Winter Display in order to ensure the Village of Northbrook has sufficient time to coordinate with the Northbrook Park District.

Park District Winter Displays
The Winter Display shall be installed at the entrance to the Village Green Park at the southeast corner of Shermer Road and Meadow Road in Northbrook, Illinois. All winter displays shall be lit using warm white LED lights, be non-denominational, tasteful, and scaled to space being used. All work needed to install the displays shall be the responsibility of the Vendor and shall be included and incidental to the price for the Park District's Winter Display.

The Park District has identified the primary location for the Winter Display to be the path running south from the Village Green Fountain to Walters Avenue. The Park District's budget for this work is $7,800 for this work in the first year. The Vendor shall design the display to conform to this budget. Work within the Park District property must be done from the paved surface of the paths for the protection of the trees within the park. No vehicles will be allowed to travel the grounds outside of the path. If lighting of trees within the park is proposed, the Vendor shall install the lights prior to each season's start and remove them at the end of the season per the schedule below in order to minimize damage to any trees.

3. SCHEDULE

Table 2. Tentative Contract Schedule (Village Work)	
Task	**Approximate Dates**
1. Install Holiday Lights	September 1 – September 30, 2023
2. Winter Display Installation	November 1 – 10, 2023
3. Winter Display Removal	January 20, 2024
4. Holiday Light Maintenance (Planned)	October 15-31, 2024
5. Winter Display Installation	November 1 – 10, 2024
6. Winter Display Removal	January 20, 2024
7. Holiday Light Maintenance (Planned)	October 15 – 31, 2025
8. Winter Display Installation	November 1 – 10, 2025
9. Winter Display Removal	January 20, 2026
10. Holiday Light Removal	April 2026

Table 3. Tentative Contract Schedule (Park District Work)	
Task	**Approximate Dates**
2. Winter Display Installation	November 1 – 10, 2023
3. Winter Display Removal	January 20, 2024
5. Winter Display Installation	November 1 – 10, 2024
6. Winter Display Removal	January 20, 2024
8. Winter Display Installation	November 1 – 10, 2025
9. Winter Display Removal	January 20, 2026

Attachment: Exhibit A - Request for Proposals - Holiday Lighting and Winter Display (6848 : A Resolution Authorizing an Agreement for Holiday

4. LOCATIONS AND WORKING HOURS

Village of Northbrook
Parkway trees as denoted in Attachment E with this document indicating the location of trees to be lit. Tree species and their diameter is identified on Attachment E. Generally all parkway trees (and some larger shrubbery), located along Shermer Road between Walters Avenue and Church Street, Meadow road between Cherry Lane and Shermer Road, Cherry Lane/Church Street between Meadow Road and Shermer Road. Additionally, there are several trees located at the Village Hall at 1225 Cedar Lane that will be lit. No work shall be performed before 7:00 A.M. or after 7:00 P.M. or on Saturdays, on any Sundays and/or legal holidays unless approved by the Project Supervisor.

Northbrook Park District
Winter Displays shall be confined to the Village Green Park primarily between the Village Green Fountain and Walters Avenue as denoted in Attachment F. No work shall be performed before 7:00 A.M. or after 7:00 P.M. or on Saturdays, on any Sundays and/or legal holidays unless approved by the Project Supervisor.

5. MATERIALS

The Vendor shall provide all materials necessary to complete the work outlined in the Scope of Services. Holiday lights installed shall be new and of commercial quality such that they will last the term of the contract. Winter displays shall be of a first quality and maintained such that look in a new state.

6. CLEANUP AND DISPOSAL

All debris from the installation and maintenance of holiday lighting shall be cleaned up each evening before the crew leaves the work site. The Vendor shall not dispose of any materials in waste receptacles in the Central Business District. The Vendor shall dispose of all materials at the Public Works Center located at 655 Huehl Road or the Fleet Maintenance Garage located at 1227 Cedar Lane.

7. Traffic Control

The Vendor shall be responsible for all traffic control required to maintain safety of workers installing lights as well as the motorist, bicyclists, and pedestrians. Traffic control shall be in compliance with the Manual on Uniform Traffic Control Devices (MUTCD).

8. PROJECT SUPERVISOR

The Village and Park District shall each designate one of their employees to serve as Project Supervisor under this Contract.

9. WORK CREW SUPERVISION

Attachment: Exhibit A - Request for Proposals - Holiday Lighting and Winter Display (6848 : A Resolution Authorizing an Agreement for Holiday

The Vendor shall provide a qualified Foreman to supervise each crew engaged in working under this agreement. The Foreman shall be authorized by the Vendor to accept and act upon all directives issued by the Project Supervisor. Failure of a Foreman to act on said directives shall be sufficient cause for the Village to give notice that the Vendor is in default of the agreement unless such directives would create potential personal injury or safety hazards or such directives are contrary to the intent of these specifications.

10. MISCELLANEOUS

The Vendor shall not permit any materials, debris or rubbish to remain upon the adjoining grounds nor cause to exist any unnecessary obstructions. The Vendor shall leave the work place and other areas affected by the work in a clean and safe condition. The Vendor shall be accountable for any and all damages resulting from his operations and shall protect all persons and all public/private property. The Vendor shall immediately repair at his sole expense any damage resulting from work performed under this proposal.

11. WARRANTY

The Vendor shall provide a minimum 12 month guaranty covering all labor and materials to correct any work that fails under normal circumstances within the warranty period.

12. INVOICING

Installation and removal of holiday lighting shall be invoiced on a lump sum basis. Installation and rental of winter display(s) shall be invoiced on a lump sum basis with removal of those displays incidental to the contract. Maintenance of holiday lighting shall be invoiced in a detailed manner, with the number of hours worked and the number of hours for vehicles identified, and the dates of that work. The Village of Northbrook and the Northbrook Park District will be invoiced separately for their respective scopes of work.

Attachment: Exhibit A - Request for Proposals - Holiday Lighting and Winter Display (6848 : A Resolution Authorizing an Agreement for Holiday

VILLAGE OF NORTHBROOK
CONTRACT/PROPOSAL FOR
INSTALLATION, MAINTENANCE, AND REMOVAL OF HOLIDAY LIGHTING
AND DESIGN OF WINTER DISPLAY IN THE CENTRAL BUSINESS DISTRICT AND VILLAGE GREEN PARK

ATTACHMENT B - SCHEDULE OF PRICES

After becoming familiar with the general conditions, special conditions, specifications and addenda attached hereto, the undersigned offers the following prices including all supervision, labor, materials and equipment for providing services related to the installation, maintenance, and removal of holiday lighting in the Central Business District as well as the design and installation of the Winter Displays for the Village of Northbrook and Northbrook Park District.

Item		Total
1.	Installation of Holiday Lights (June 2023)	$
2.	Removal of Holiday Lights (April 2026)	$
3.	Planned Maintenance of Holiday Lights (Annually)	
4.	Installation and Removal of Winter Display (Annually)	$

Item		Project Allowance
5.	Northbrook Park District Winter Display (Installation and Removal, Annual Allowance)	$7,800

Item		Unit Price
5.	String of 50 LED C7 LED Lights	$

Item		Quantity Available	Hourly Rate
6.	Hourly Labor Rate per Person	n/a	$
7.	½ ton Pickup Truck		$
8.	30 ft. Scissor Lift		$
9.	45 ft. Boom Lift		$
10.	45 ft. Truck Mounted Aerial Lift		$

Attachment: Exhibit A - Request for Proposals - Holiday Lighting and Winter Display (6848 : A Resolution Authorizing an Agreement for Holiday

VILLAGE OF NORTHBROOK
CONTRACT/PROPOSAL FOR
INSTALLATION, MAINTENANCE, AND REMOVAL OF HOLIDAY LIGHTING
AND DESIGN OF WINTER DISPLAY IN THE CENTRAL BUSINESS DISTRICT AND VILLAGE GREEN PARK

ATTACHMENT C- INSURANCE COVERAGES

A. Worker's Compensation and Employer's Liability with limits not less than:

(1) Worker's Compensation: Statutory;

(2) Employer's Liability:

$500,000 injury-per occurrence

$500,000 disease-per employee

$500,000 disease-policy limit

Such insurance shall evidence that coverage applies in the State of Illinois.

B. Comprehensive Motor Vehicle Liability with a combined single limit of liability for bodily injury and property damage of not less than $1,000,000 for scheduled vehicles. In the event that Vendor acquires or makes use of multiple vehicles such coverage shall be expanded to owned, non-owned, or rented vehicles as may be appropriate to ensure coverage of all vehicles used by Vendor to provide services to the Village.

All employees shall be included as insureds.

C. Comprehensive General Liability with coverage written on an "occurrence" basis and with limits no less than:

$2,000,000 Bodily Injury and Property Damage Combined Single Limit

Coverage is to be written on an "occurrence" bases.

Coverages shall include:

- Broad Form Property Damage Endorsement
- Blanket Contractual Liability (must expressly cover the indemnity provisions of the Contract)

D. Umbrella Policy. The required coverages may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis such that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

E. Village as Additional Insured. Village and the Northbrook Park District shall be named as an Additional Insured on all policies except for:

Worker's Compensation

Each such additional Insured endorsement shall identify Village as follows: Village of Northbrook, including its Board members and elected and appointed officials, its officers, employees, agents, attorneys, consultants, and representatives.

Attachment: Exhibit A - Request for Proposals - Holiday Lighting and Winter Display (6848 : A Resolution Authorizing an Agreement for Holiday

CONTRACT/PROPOSAL FOR
INSTALLATION, MAINTENANCE, AND REMOVAL OF HOLIDAY LIGHTING
AND DESIGN OF WINTER DISPLAY IN THE CENTRAL BUSINESS DISTRICT AND VILLAGE GREEN PARK

ATTACHMENT D - LIST OF REFERENCES

Name of Organization: _____

Address: _____

_____

Contact Name: _____ Phone Number: _____

Name of Organization: _____

Address: _____

_____

Contact Name: _____ Phone Number: _____

Name of Organization: _____

Address: _____

_____

Contact Name: _____ Phone Number: _____

Name of Organization: _____

Address: _____

_____

Contact Name: _____ Phone Number: _____

Name of Organization: _____

Address: _____

_____

Contact Name: _____ Phone Number: _____

Name of Organization: _____

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Address: _____

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Contact Name: _____ Phone Number: _____

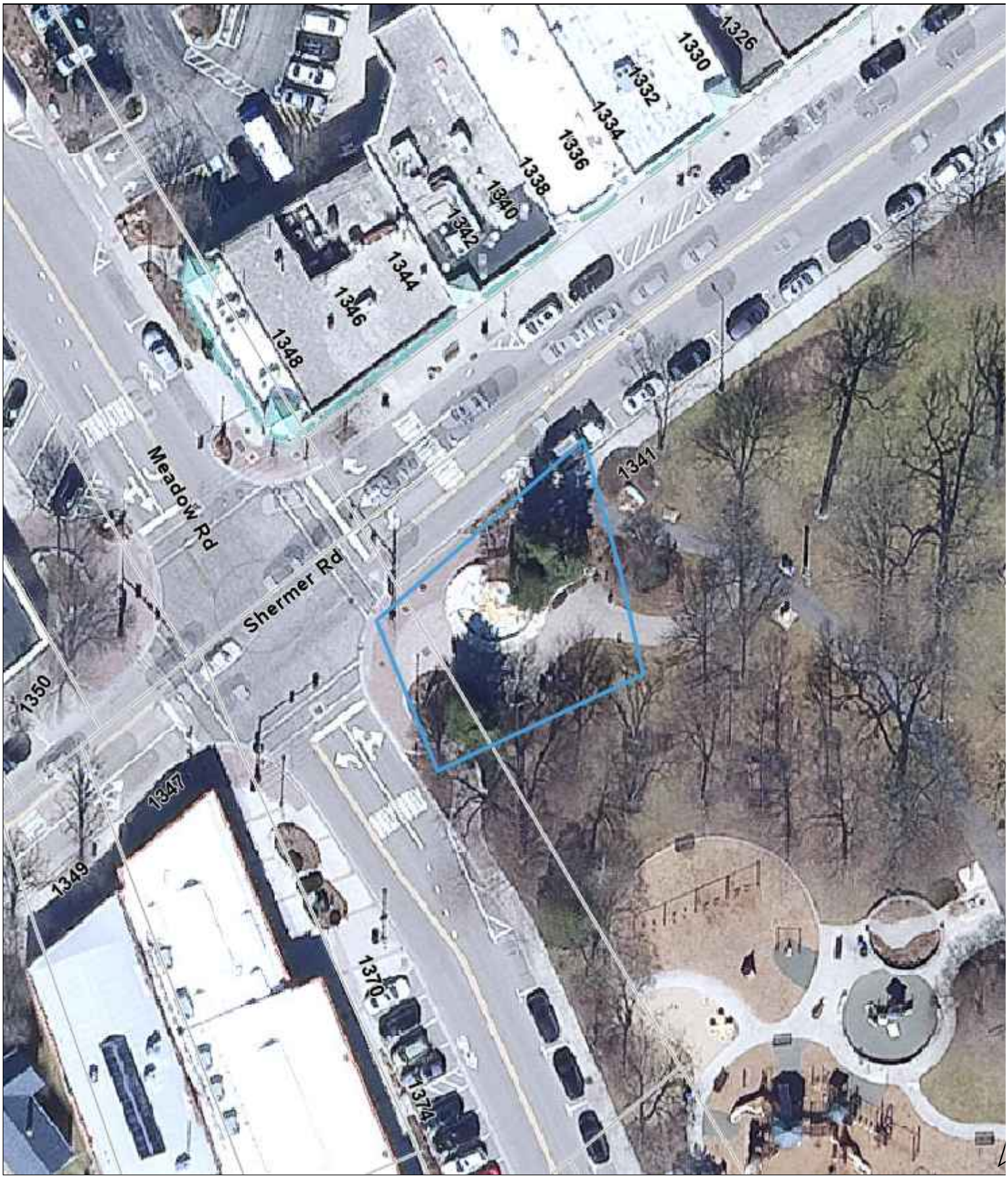
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ATTACHMENT E – Village of Northbrook Maps of Holiday Lighting/Display Installation

GISConsortium

Winter Display Location



0 50 100 ft

Print Date: 4/12/2023

Notes

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GISConsortium

Village Hall Tree



0 100 200 ft

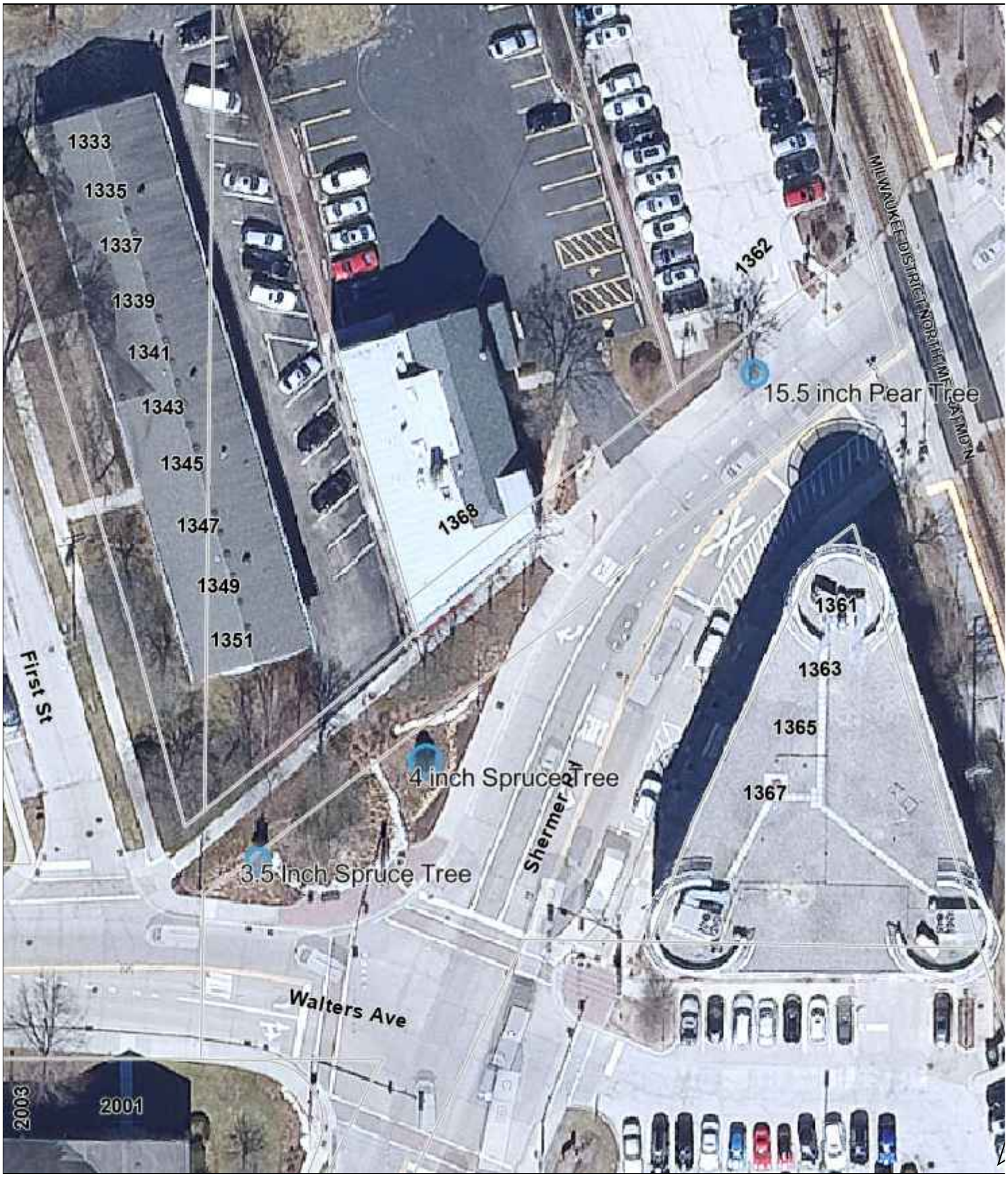
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GISConsortium | Shermer Road - Railroad to Walters Ave



0 50 100 ft

Print Date: 4/12/2023

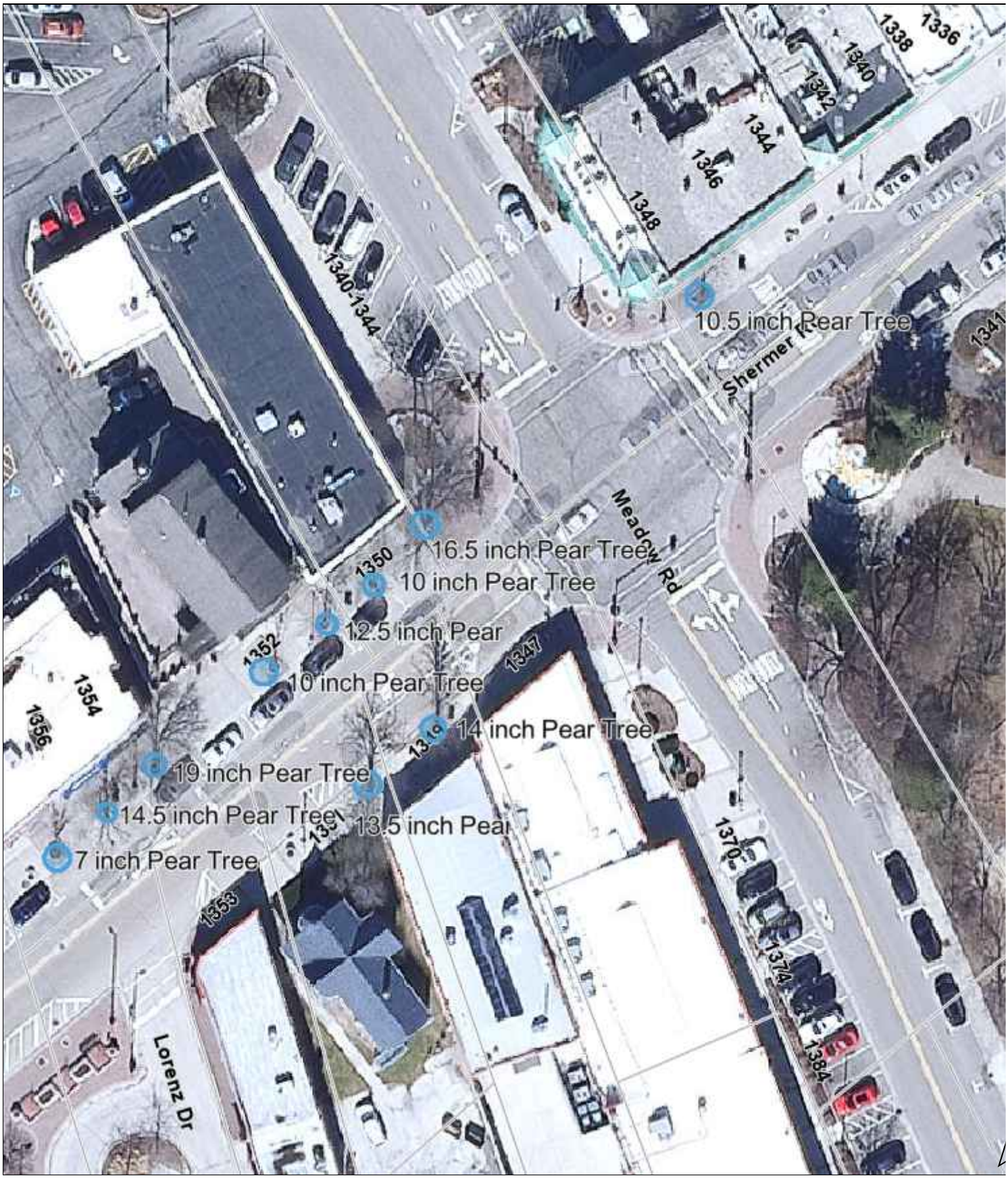
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Shermer Road - Railroad to Meadow Road



0 50 100 ft

Print Date: 4/12/2023

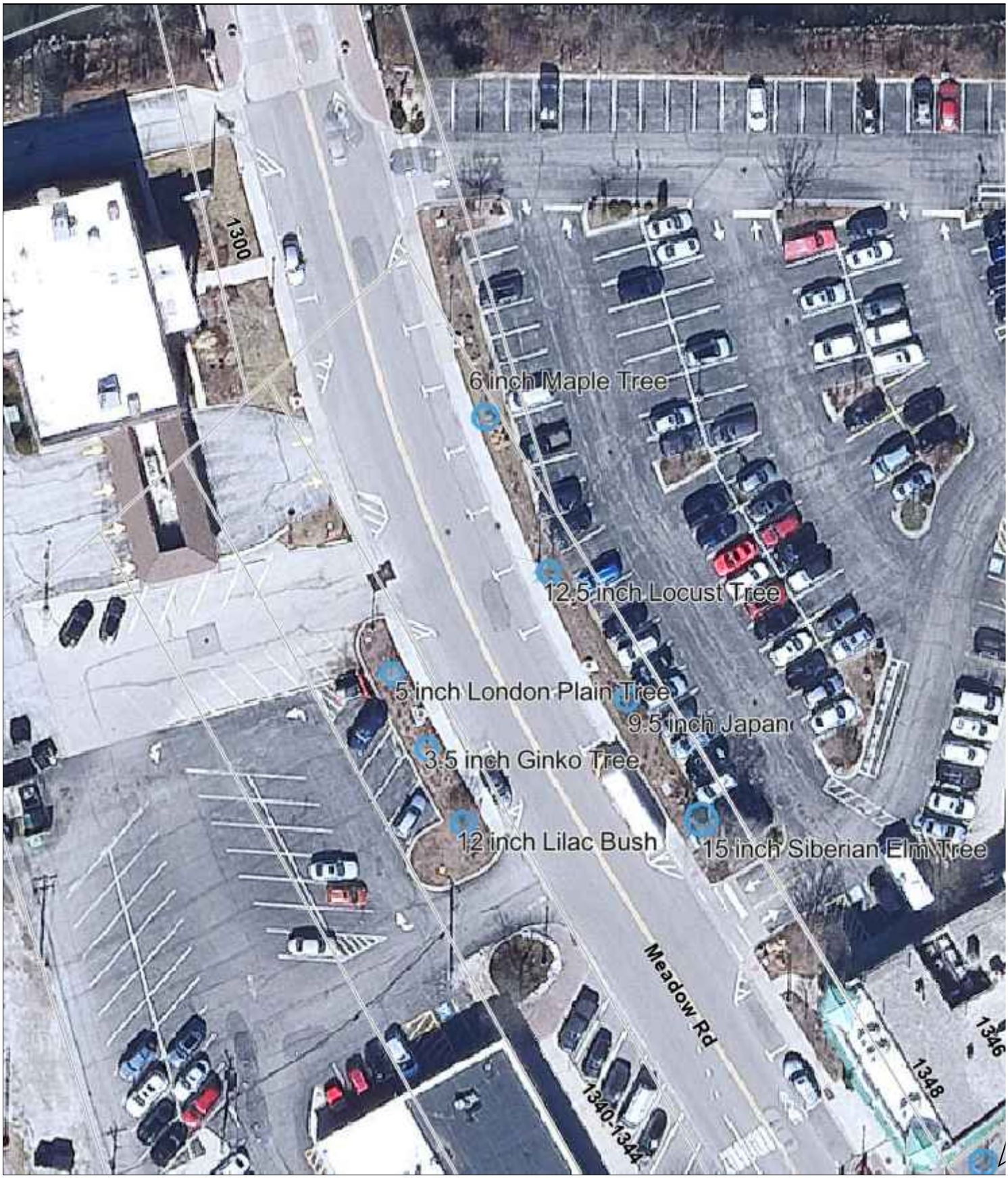
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Meadow Road Bridge to Shermer Road Tree M...



0 50 100 ft

Print Date: 4/12/2023

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GISConsortium | Meadow Road Bridge to Cherry Lane Tree Map



0 50 100 ft

Print Date: 4/12/2023

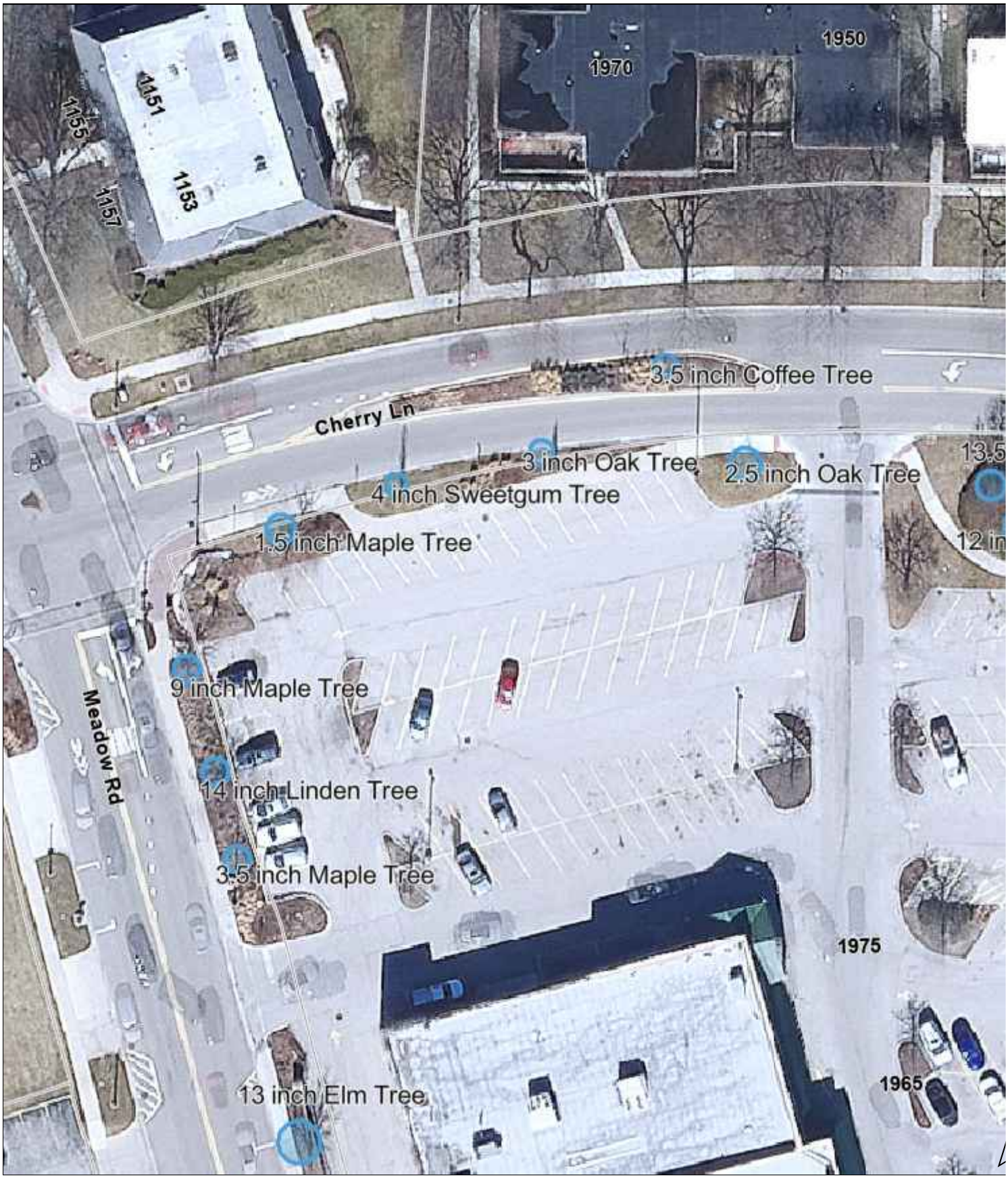
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Cherry Lane and Meadow Road Tree Map



0 50 100 ft

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GISConsortium

Cherry Lane, Keystone Avenue, and Church Str...



0 50 100 ft

Print Date: 4/12/2023

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GISConsortium | Church Street (East of Keystone) Tree Map



0 50 100 ft

Print Date: 4/12/2023

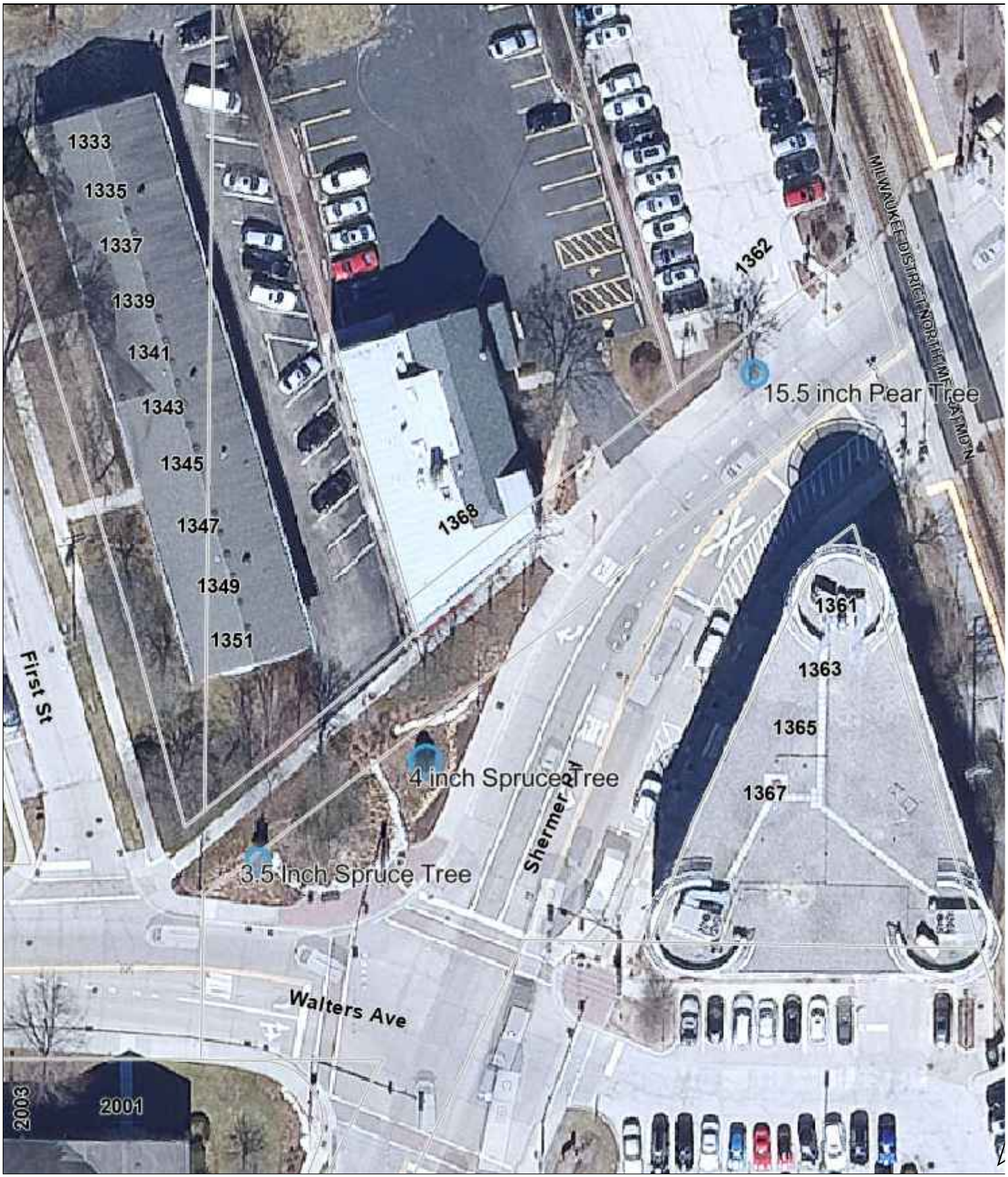
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Shermer Road - Railroad to Walters Ave



0 50 100 ft

Print Date: 4/12/2023

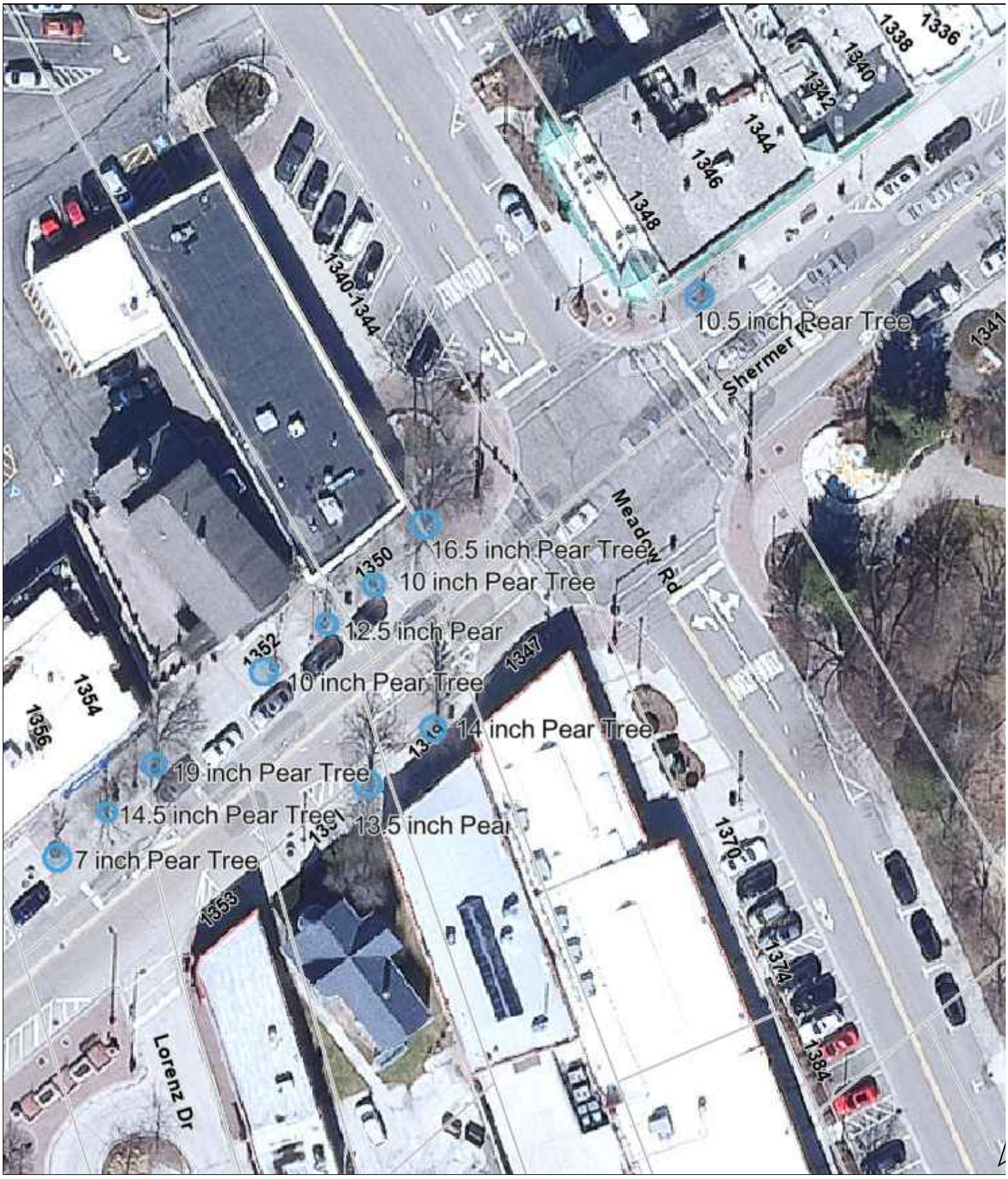
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Shermer Road - Railroad to Meadow Road



0 50 100 ft

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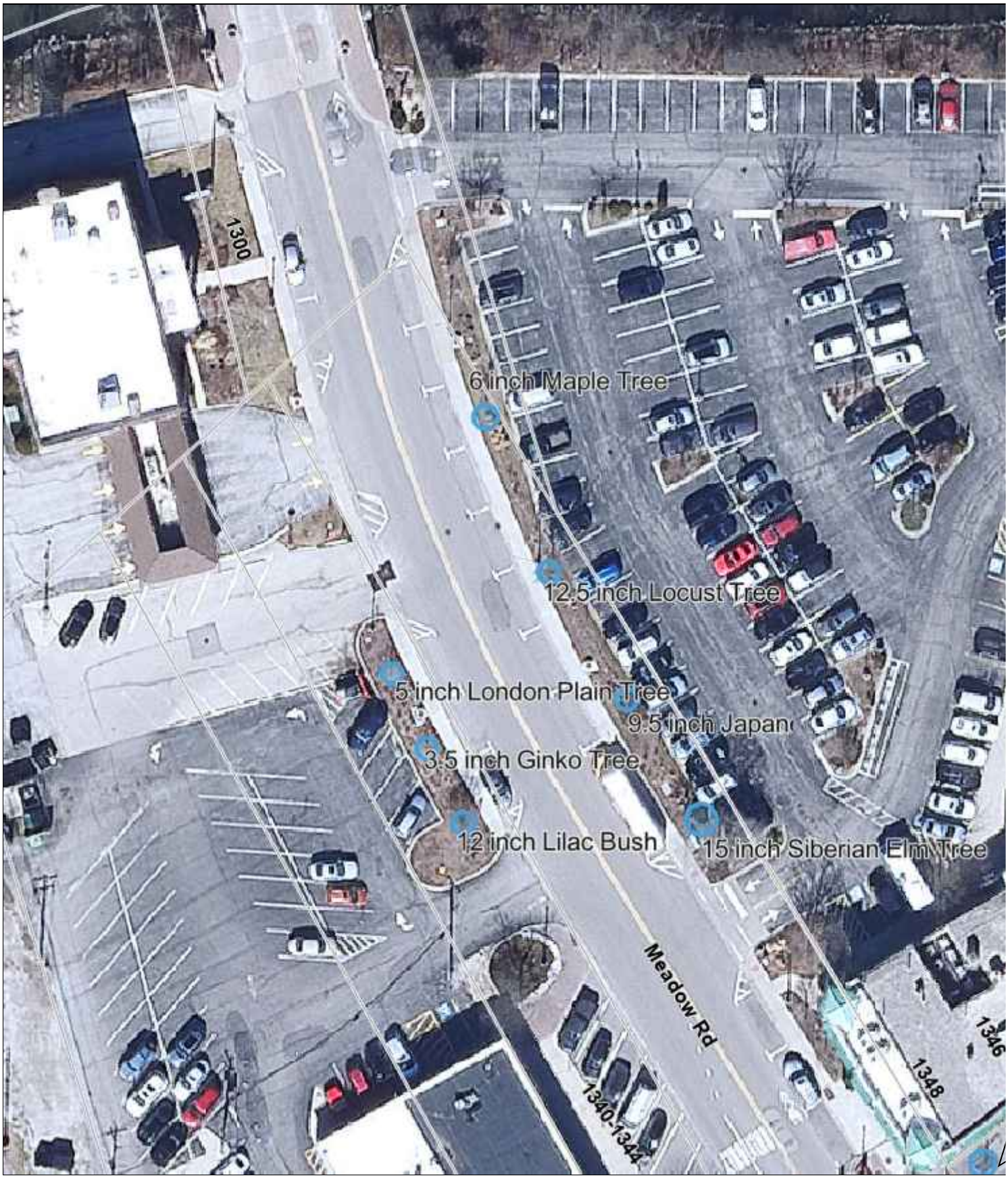
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Meadow Road Bridge to Shermer Road Tree M...



0 50 100 ft

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GISConsortium | Meadow Road Bridge to Cherry Lane Tree Map



0 50 100 ft

Print Date: 4/12/2023

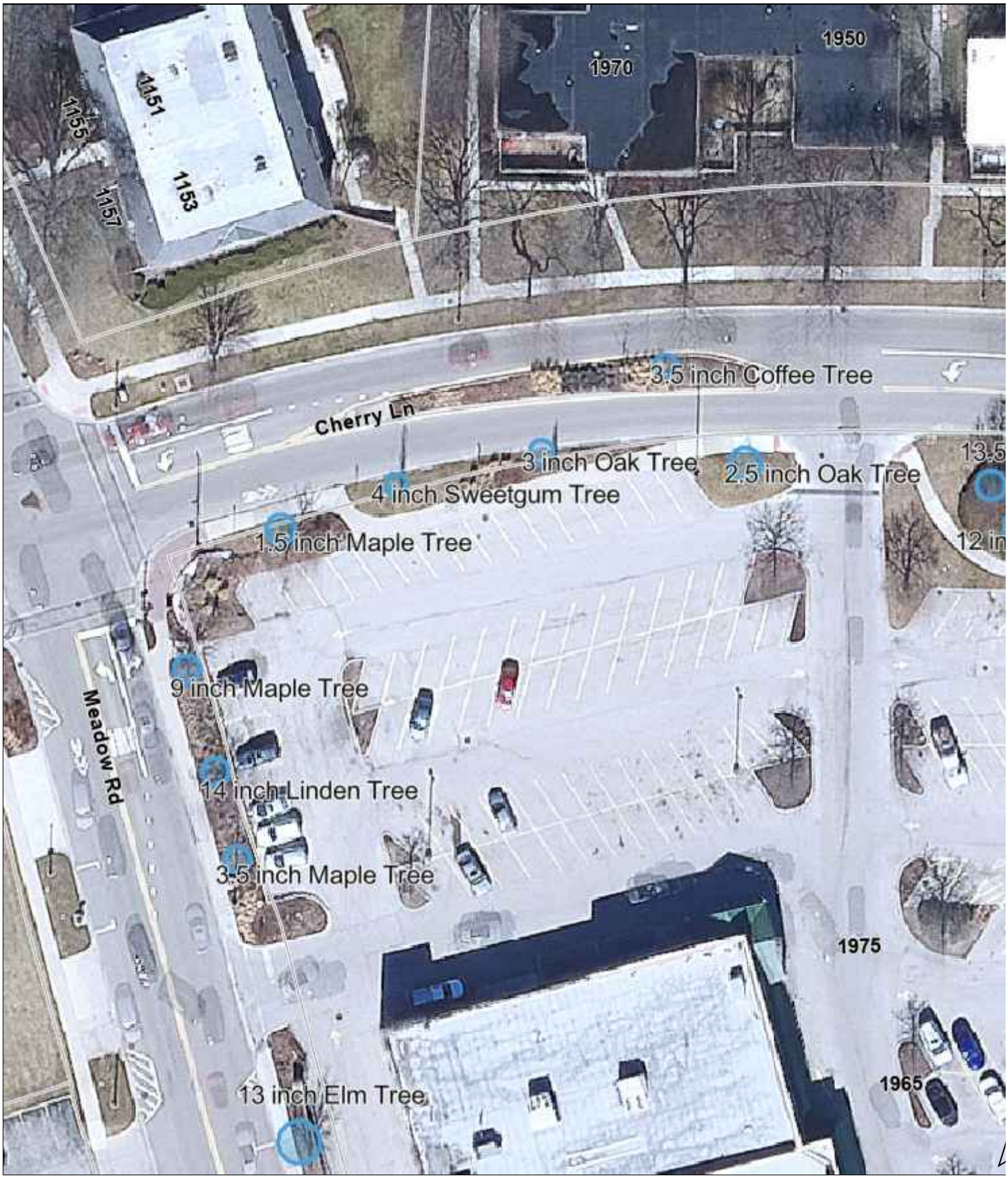
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Cherry Lane and Meadow Road Tree Map



0 50 100 ft

Print Date: 4/12/2023

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Cherry Lane, Keystone Avenue, and Church Str...



0 50 100 ft

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0 50 100 ft

Print Date: 4/12/2023

Notes

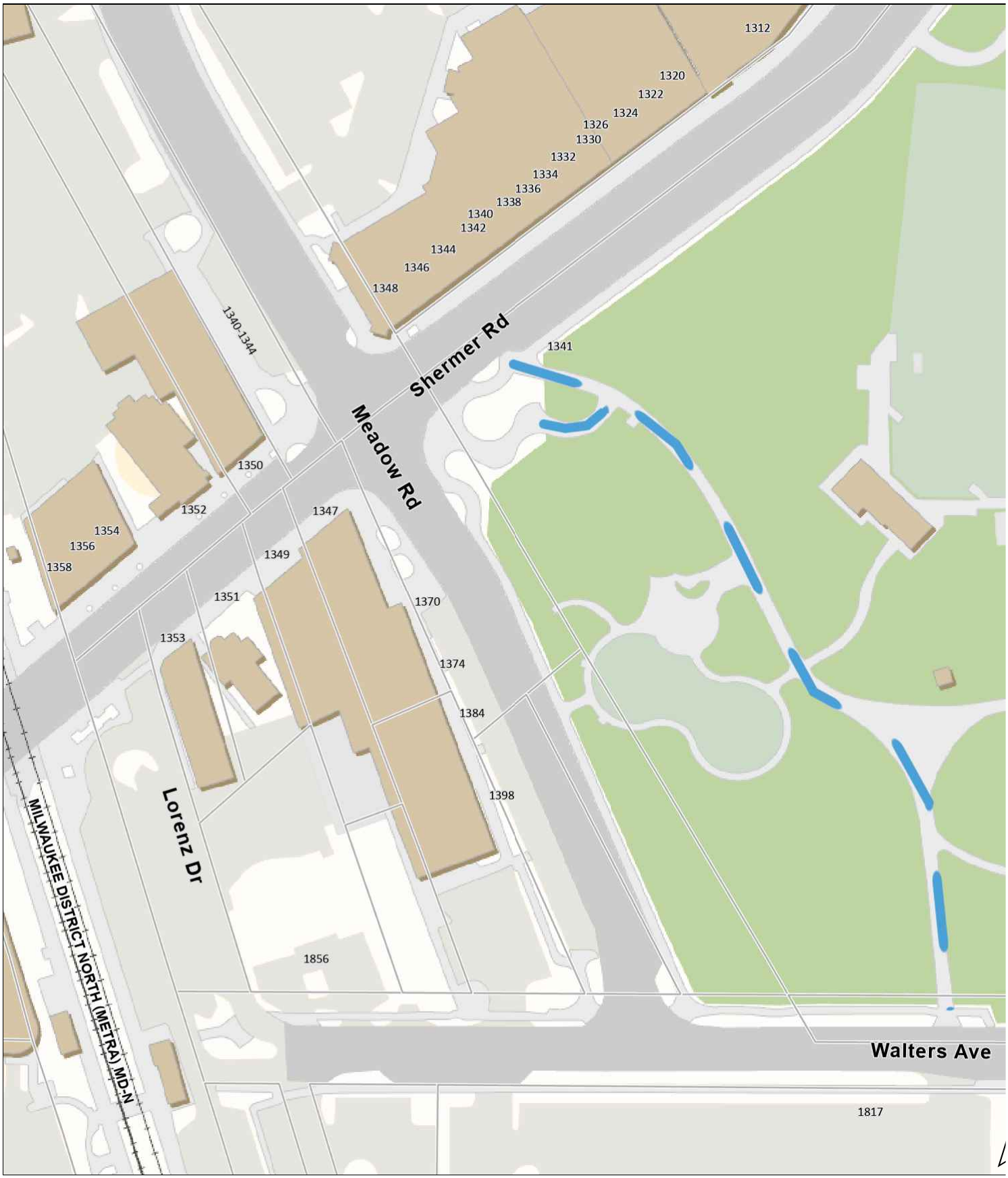
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Attachment: Exhibit A - Request for Proposals - Holiday Lighting and Winter Display (6848 : A Resolution

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ATTACHMENT F –Northbrook Park District Maps of Holiday Lighting/Display Installation

GISConsortium | Exhibit F - NBK PD Winter Display



0 100 200 ft

Print Date: 5/18/2023

Notes
Approximate Location

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Attachment: Exhibit A - Request for Proposals - Holiday Lighting and Winter Display (6848 : A Resolution Authorizing an Agreement for Holiday

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Proposal for

Installation, Maintenance, and Removal of Holiday Lighting and Design of Winter Display in the Central Business District and Village Green Park

August 22nd, 2023

HOLIDAY DECORATING

northbrook

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

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HOLIDAY DECORATING LLC



Firm Information



Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

History

B&B Holiday Decorating, LLC has been the company trusted to brighten the holiday season in the Chicagoland area since 1998. We began as a family-owned business, focusing on customer service and satisfaction, and have remained consistent for 25 years. Our motto still stands true: *"No Hassle Holiday Decorating."*

We offer complete decorating services to include residential, commercial and municipalities. Our service line has continued to expand each year, while maintaining our hands-on approach. Each job is unique, and we strive for complete customer satisfaction throughout our entire process, from design to take-down.

We look forward to continuing to build our relationship with the Village of Northbrook.

Contact Information

B&B Holiday Decorating

2048 Foster Ave.

Wheeling, IL 60090

www.bbholidaydecorating.com

Contact: Patrick Fitzgibbons

Patrick@bbservicesinc.com

O- (847) 825-1657

C- (224) 245-0025

HOLIDAY
DECORATING

Project Team

STOP

Project Team



Brian Caldwell

Owner, Co-Founder

Brian received a degree in Computer Engineering from Illinois State University. He understands each client's needs and has served as a crucial planning partner for many of B&B's clients. Brian continues to explore new technologies in holiday lighting to ensure all of B&B's clients have the best possible displays.



Bill Gelin

Owner, Co-Founder

Bill received a degree in Electrical Engineering from Milwaukee School of Engineering. He has used his degree to design hospitals across the country, but continues to focus on his true passion of Christmas lights. Bill's electrical and engineering knowledge makes him unique when it comes to trouble shooting and design.



Patrick Fitzgibbons

Manager, Design & Sales

Patrick has had a passion for Christmas lights since he was young. Winning multiple awards for holiday lighting projects he uses his experience working with customers of various sizes to design many unique projects for the holiday seasons. Patrick will be the lead designer and the point of contact for the design and planning of your display.



David Milling

General Manager, Operations

David has many years of experience and expertise in customer service and can assist with any questions or concerns you may have. He will be your main point of contact for scheduling, billing, installation, service repairs and takedown. He is dedicated to ensuring a positive hassle-free experience.



Todd Alexander

Manager, Warehouse

With 20 years of experience in the service and installation industries Todd manages inventory and warehouse management for millions of lights, garland wreaths and hundreds of custom pieces. He makes sure everything needed for your project is in stock or custom built in our workshop and ready for use to make your project beautiful.

HOLIDAY DECORATING LLC

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Design Experience



Village of Tinley Park

The Village of Tinley Park requested an RFP in 2018 as they contracted out a significant amount of labor for holiday lighting installation. B&B has been serving Tinley Park the past 5 years including:

- Decorate 35'+ Evergreen with LED C9 lights and ornaments
- Installation of over 1,000lf of pre lit garland along roof-lines of 5 train station buildings
- Replace and adding ornaments to village Christmas tree, setup, maintain and take-down 40' tower tree.
- Install and take-down rope lighting on 34 train station platform lights
- Decorate trees in the Plaza with warm white LED lights and install 20+ artificial trees of varying heights in the downtown plazas
- Installation of 130+ prelit light pole decorations

B&B has also provided new and replacement products to the village's collection of holiday decorations over the years and added additions such as the village hall to the scope of work.







HOLIDAY DECORATING LLC

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter



Village of Glenview, IL

The Village of Glenview submitted an RFP in 2019 to decorate The Glen shopping district and downtown lampposts with holiday decorations. Since the initial RFP the contract has been extended twice wtih the scope of work increasing each year. The current scope of work includes:

- Decorate 108 trees in the Glen Shopping Center with lights
- Decorate 132 lightpoles with garland and lights
- Decorate 45 lightpoles with wreathes with lights
- Decorate planters in downtown and at train stations with festive decor
- Setup and takedown banners and flags on 156 lightpoles seasonally

The original RFP called for annual replacement of lighting, using our experience we presented an alternate proposal that allowed for significant cost savings freeing up budget for additional decorating or reallocation to other projects. Our work now includes several projects year round with the village as well as the Park District and Library. We are happy to have to a long lasting relationship with the Village of Glenview.







HOLIDAY DECORATING LLC

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

Village of Winnetka

The Village of Winnetka requested an RFP in 2018 to light up the downtown area as well as several business districts for the holiday season. The work went well with a new RFP issued in 2023 that B&B won again with a plan for lighting replacement and maintenance tailored to the village's budget and longevity of the current lighting.

- Branch wrapping 160+ trees around the downtown area, public works facility, parks and business districts with ~3,000 strands of lights
- Removal and recycling of existing lighting from those trees
- Decorate the Village Christmas Tree with lights and ornaments in preparation for tree lighting ceremony

The Village was very pleased with the 2018-22 seasons and expanded the current scope of work by 40+ trees and is considering adding decorative elements in the park for the tree lighting as well.







HOLIDAY DECORATING LLC

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter



Village of Glen Ellyn

The Village of Glen Ellyn went to RFP in 2018, looking for a company to handle decorating trees, light poles and the train station in the village. B&B won the initial RFP to install, maintain and remove lighting and decorations and a second one in 2022 which included major changes to the style of decorating to be done.. The current scope of work includes the following:

- Lighting on approximately 165x trees throughout downtown
- Garland and Bows on approximately 122x street light poles through the village.
- Decoration of the train station with multiple lighting elements

The Village has been extremely happy with the work completed, as they have gone through a streetscape project communication, pivoting from original plans and tight deadlines for installation have been abundant but working together there has been minimal disruption.







HOLIDAY DECORATING LLC

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter



Village of Algonquin

The Village of Algonquin requested an RFP in 2020 to decorate the newly completed streetscape in their business district with holiday decorations. The original RFP has expanded over the years into a project we work with the village on to create a serene winter street scape for residents and visitors to enjoy. The current scope of work includes the following:

- ~(50) Trees Branch Wrapped
- C9 outline of the historic Village Hall
- Decoration of 21x lightpoles.
- Decoration of village plaza and installation of 18' Christmas Tree.
- Installation of 20+ decorative pieces in planters and around the downtown area.

The new decorations were so well received that a renewal was issued in 2021. In 2022 the existing contract was modified to include decoration of village signs, additional lightpoles and several planter beds within the downtown area with wintry decorations. The scope of work continues to evolve as the village streetscape is completed and we work together to create a more inviting downtown business district.







HOLIDAY DECORATING LLC

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter



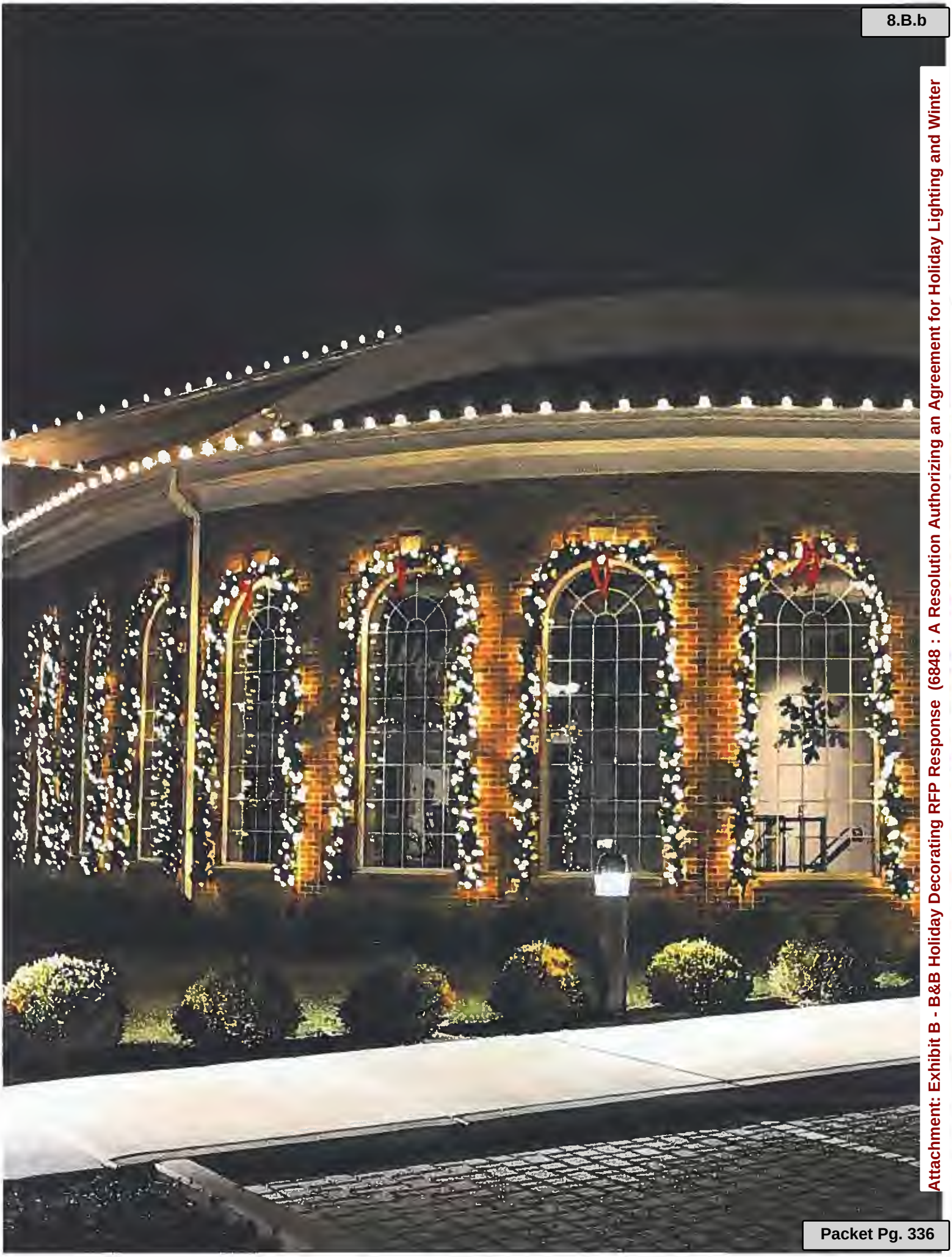
Municipal Projects



B&B completes roughly 250 projects per year, during the 2022-23 season this included 17 municipalities, 7 corporate headquarters, 53 commercial clients as well as residential clientele. During this past season our crews (no subcontractors) installed, maintained and removed installations in Cook, DuPage, Kane, Lake, McHenry & Will counties during the holiday season.

HOLIDAY DECORATING LLC

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter



2022-2023 By The Numbers



- 11,000+ hours of Labor



- 3,400+ Bows



- Over 2,500,000 lights



- 540+ Wreathes



- 90,000 ft of extension cords



- 4.2 miles of Garland

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

References

References

The below list represents businesses or other organizations for which we have provided comparable services within the last five years:

Offer's Name: B&B Holiday Decorating, LLC.

Contacts:

1. **Village of Algonquin**
   Vince Kilcullen
   General Service Superintendent
   110 Meyer Dr.
   Algonquin, IL 60102
   847-658-2700 Ext. 4404
   VKilcullen@algonquin.org

   Scope of Work: Decoration of ~ 50 trees, 21 light poles, village Christmas tree and historic Village Hall within the municipality

   Term of Work: 2020-present

2. **City of Park Ridge**
   Brandon Naser
   City Forester
   505 Butler Pl.
   Park Ridge, IL 60068
   847-318-5236
   bnaser@parkridge.us

   Scope of Work: Decoration of 182 trees in downtown area, 16 light poles, 1,500+LF of rooflines, off-season storage of all materials

   Term of Work: 2018-present

3. **Village of Northbrook**
   Matt Morrison
   Deputy Public Works Director
   655 Huehl Rd.
   Northbrook, IL
   847-664-4111
   matt.morrison@northbrook.il.us

   Scope of Work: Full Branch Wrapping of 68 trees in downtown area of semi-permanent installation; seasonal maintenance and "plug-in" services

   Term of Work: 2020-present

4. **Village of Winnetka**
   Diana Puga
   Public Works Analyst
   510 Green Bay Rd.
   Winnetka, IL
   847-716-3550
   DPuga@winnetka.org

   Scope of Work: Branch Wrapping of 125+ trees in downtown area, replacement and recycling of lighting by designated sections on annual basis

   Term of Work: 2018-present

5. **Village of Glenview**
   Dewayne Balcom
   Public Works Supervisor
   2498 E. Lake Ave.
   Glenview, IL 60026
   847-376-0091
   dbalcom@glenview.il.us

   Scope of Work: Installation of Village banners on 192x light poles 4-8 times per year. Decoration of 105x trees within village with holiday lighting, installation of 170x real wreaths, balsam roping and 395 bows on light poles in addition to other work.
   Term of Work: 2019-present

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter



Project Approach



Timeline

Upon verbal agreement of intention to complete the work we request identification of any clarifications of scope or product changes to be completed by Oct. 1st in preparation for installation. Setup to be completed by November 9th 2023 (weather permitting). A walk-through with representatives of the Village to review installation may be completed at any time per your request. Takedown of requested lighting and décor will be completed by January 31st, 2024 with lighting and electrical products to be recycled and/or returned to the village by this date.



HOLIDAY DECORATING LLC

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

Identification of Critical Issues

The following items will require special attention and prompt decision making:

- Identification of any design or location changes to be finalized by Oct. 1st of each year.
- Work to be completed in high traffic areas (other that noted in RFB) may be completed during specific hours at the request of the Village with the understanding that vehicle traffic and pedestrian traffic may be impacted by personnel, equipment and vehicles during installation.

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter



Clarifications


ANIC NAILS

The following items are clarified as identifications of clarity or as known assumptions.

- It is assumed for any work near streets, B&B will have the ability to use the street in order to install the materials, ie using a lift truck to reach tops of trees as long as traffic control measures are in use.
- No permit costs were identified in preparation of this proposal, if required they will be charged back to the customer.
- It is assumed that power is in working condition at the chosen locations for lighting where specified. Any locations without power available during plug in will be noted to the customer.
- Prevailing wages is not applicable to this proposal.
- it is assumed that any repair requests or maintenance calls may be completed during non-standard business hours of operation (24/7 operations).
- All light strands are to be provided will be 50ct LED lighting 5mm strands with 6" spacing; warm white in color.
- No specification for quantity of strands was stated in the RFP, B&B using previous experience and the current scope of work has determined that 2,700 strands of lights (135,000 lights) will be needed to complete the lighting installation to the standards of the village.

HOLIDAY DECORATING

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter


HOGUE
SALON

Proposed Financing Plan


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B&B acknowledges that work is paid in lump sums upon completion of work in their different aspects and to the Village of Northbrook and Northbrook Park District, respectively. We have noted the stages of completion that will indicate an invoice to be produced below

- The first invoice will be issued after completion and inspection of lighting installation (labor and materials).
- The second invoice will be issued after Village Holiday Display installation is completed.
- The third invoice will be issued after the Park District Holiday Display installation is completed.
- Maintenance and repairs will be invoiced separately upon completion of work.

HOLIDAY DECORATING LLC

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter



RFP & Pricing



Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

REQUEST FOR PROPOSALS
INSTALLATION, MAINTENANCE, AND REMOVAL OF HOLIDAY LIGHTING
AND DESIGN OF WINTER DISPLAY IN THE CENTRAL BUSINESS DISTRICT AND VILLAGE GREEN PARK

Village of Northbrook Public Works
655 Huehl Road
Northbrook, Illinois 60062
Attn: Matt Morrison, Deputy Public Works Director

PROPOSAL SUBMISSION INFORMATION:
Proposal Submittal Deadline:
August 22, 2023 - 10:00 a.m.

The Village of Northbrook ("***Village***") and the Northbrook Park District (Park District) will receive Proposals for the Services (as defined in Section 1 of the Contract/Proposal form) necessary to accomplish the project.

INSTRUCTIONS TO VENDORS

Preparation of Proposals. A vendor submitting a Proposal for the Services must (i) do so on the blank Contract/ Proposal form attached to this Request for Proposals, (ii) attach a full listing of products, unit prices and unit quantity as directed by Village in the Specifications (defined in Section 1.B of the Contract/Proposal form), (iii) cause the Proposal to be signed by an authorized official, and (iv) shall include sample winter display designs for review by the Village that will be used in evaluating proposals.

Clarifications. Village or Park District may make clarifications, corrections or changes in this Request for Proposals at any time. Where practicable, Village will notify all vendors or prospective vendors of said clarifications, corrections or changes.

Delivery of Proposals. A Vendor submitting a Proposal must adequately identify its Proposal and submit it to the Village on or before the Proposal Submittal Deadline above. Clearly mark quotation and materials "Sealed Proposal Holiday Lighting Services" and be sure quotation is signed by an authorized representative. Sealed proposals shall be submitted to the **Public Works Center, 655 Huehl Road, no later than 10:00 a.m. on August 22, 2023.**

Acceptance of Proposals. Village may accept or reject any Proposal or portion thereof. Village's decision to do so is a function of quality, reliability, capability, reputation, and expertise of the vendors and of Village's needs and resources. A submitted Proposal within this Proposal/Contract Form is an offer only, until accepted by Village in writing, at which time the Proposal/Contract form and Village's notification of acceptance in the form attached to this Request for Proposals shall become a binding contract for the Services.

Vendor Qualifications. Vendors must have a minimum of five (5) years experience and provide a minimum of five (5) current references (name, address, and phone number of contact person) with the bid, at least one of which is a municipal client. The Vendor shall be able to design, install, and supply all materials necessary if selected.

Compliance with the Village of Northbrook No Weapons SOP. Bidders and their employees, agents, and subcontractors will be required to comply with the Village's Standard Operating Procedure No. 11-057 "No

VILLAGE OF NORTHBROOK
CONTRACT/PROPOSAL FOR
INSTALLATION, MAINTENANCE, AND REMOVAL OF HOLIDAY LIGHTING
AND DESIGN OF WINTER DISPLAY IN THE CENTRAL BUSINESS DISTRICT AND VILLAGE GREEN PARK

Weapons" effective May 13, 2014 ("*SOP*") at all times during the performance of the Work. Copies of the SOP will be made available upon request.

Pre-Submission Conference. A pre-submission conference with representatives of the Village of Northbrook and Northbrook Park District will held on August 8, 2023 at 10:00 a.m. to review and answer any questions that may arise. The conference will be held at the Public Works Center, 655 Huehl Road, Northbrook, IL 60062. Following the conference, a walkthrough of the site will be held if warranted.

Evaluation of Proposals. It is the intent of the Village to award this contract to a single, responsible, responsive vendor who best satisfies the specifications and requirements set forth in Attachment A, based upon the evaluation criteria specified below. All vendors must be a qualified Vendor and demonstrate the capability to provide the equipment and services in accordance with the Proposal specifications. Proposals shall be evaluated as follows (not listed in order of priority):

1. Sample Winter Display Submittals
2. Design and Visual Impact
3. Available Display Resources
4. Pricing
5. References
6. Customer Service

The Village reserves the right to accept the Proposal from a Vendor with a principal office located within the corporate limits of the Village where quality, customer service, responsiveness and other aspects of the local Vendor and its Proposal are at least equal to the lowest vendor and its bid or Proposal.

DATED this 27th day of July, 2023

VILLAGE OF NORTHBROOK

By:
Matt Morrison
Deputy Public Works Director

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

VILLAGE OF NORTHBROOK
CONTRACT/PROPOSAL FOR
INSTALLATION, MAINTENANCE, AND REMOVAL OF HOLIDAY LIGHTING AND DESIGN OF WINTER DISPLAY IN THE CENTRAL BUSINESS DISTRICT AND VILLAGE GREEN PARK

Full Name of Vendor: B&B Holiday Decorating, LLC ("Vendor")

Principal Office Address: 2048 Foster Ave. Wheeling, IL 60090

Local Office Address: 2048 Foster Ave. Wheeling, IL 60090

Contact: David Trilling Phone: 847-825-1657 E-mail: christmas@bbservicesinc.com
david@bbservicesinc.com

TO: Northbrook Public Works Department
655 Huehl Road
Northbrook, IL 60062
Attention: Matt Morrison, Deputy Public Works Director

1. Proposal to Deliver Services

A. Contract and Services. If this Contract/Proposal is accepted by Village, Vendor proposes and agrees that it shall:

(1) provide, perform, and complete, in the manner specified and described in the Contract/Proposal, including Attachment A, all necessary work, services, transportation, equipment, materials, information, utilities and other means and items necessary to accomplish the project, all in a proper and workmanlike manner (the "Services");

(2) procure and furnish all permits, licenses, and other governmental approvals and authorizations necessary for the Services;

(3) perform all other things required of Vendor by this Contract/Proposal.

B. Performance Standards. If this Contract/Proposal is accepted, Vendor proposes and agrees that the Services shall strictly comply with the specifications included in Attachment A and by this reference made a part of this Contract/Proposal (the "Specifications").

If this Contract/Proposal specifies a product by brand name or model, such specification is intended to reflect the required performance standards and standard of excellence that Village requires for the product. However, Vendor may propose to deliver a product that is a different brand or model, if Vendor provides with its Proposal written documentation establishing that the brand or model it proposes to deliver possesses equal quality, durability, functionality, capability, and features as the product specified.

C. Responsibility for Damage or Loss. If this Contract/Proposal is accepted, Vendor proposes and agrees that Vendor shall be responsible and liable for, and shall promptly and without charge to Village, repair or replace damage done to and any loss or injury suffered by Village as a result of Vendor's failure to perform hereunder.

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

VILLAGE OF NORTHBROOK
CONTRACT/PROPOSAL FOR
INSTALLATION, MAINTENANCE, AND REMOVAL OF HOLIDAY LIGHTING AND DESIGN OF WINTER DISPLAY IN THE CENTRAL BUSINESS DISTRICT AND VILLAGE GREEN PARK

2. Contract Price Proposals

A. Pricing Proposals.
Complete the schedule of pricing included in Attachment B. The submitted prices, which constitute full payment for all Services and other matters set forth under Section 1 of this Contact/Proposal, shall include all overhead and profit, taxes, royalties, license fees, delivery, contributions and premiums, and compensation to all subcontractors and suppliers.

B. Basis for Determining Price. It is expressly understood and agreed that:

(1) All prices listed in Attachment B are firm and shall not be subject to escalation or change during the term of this Contract.

(2) Village is not subject to state or local sales, use and excise taxes; that no such taxes are included in this Section; and that all claim or right to claim any additional compensation by reason of the payment of any such tax is hereby waived and released;

(3) All other applicable federal, state and local taxes of every kind and nature applicable to the Services are included in the prices listed in Section 2.A; and

(4) If Village has stated that a certain amount of work will be required for the Services or that a certain amount of unit price items are needed, (a) such statement is an estimate only, (b) Village may increase or decrease such quantity, (c) the total Contract Price to be paid shall be based upon the final quantity determined by Village and the actual quantity that complies with this Contract/Proposal and that are accepted by Village, and (d) any claim or dispute, based on such estimate, regarding the quantity of the Services to be provided is waived and released by Vendor.

C. Time of Payment. Vendor may invoice the Village on a monthly basis. All payments will be made by Village to Vendor within 30 days after receipt and approval of an invoice.

3. Contract Term. If this Proposal/Contract is accepted, Vendor proposes and agrees, that Vendor shall commence Work within 10 days following the Village's acceptance of this Proposal/Contract provided Vendor shall have furnished to Village all bonds and insurance certificates and polices of insurance specified in this Proposal/Contract (the "Commencement Date"). **If this Proposal/Contract is accepted, Vendor proposes and agrees, that Vendor shall perform the Work diligently and continuously and shall have all holiday lighting and Winter Displays operational not later than 8:00 a.m. on the November 10 of each year.**

The amount of work to be completed is solely dependent upon the funds appropriated by the Village Board of Trustees for the purposes of installation and maintenance of holiday lighting. The contract places no obligation on the Village to appropriate funds for such work. It is understood by the Vendor that the quantities of work identified herein and the Proposal/Contract of the Installation, Maintenance and Removal of Holiday Lights within the parkway of the Central Business District are an estimate of the work to be completed.

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

4. Financial Assurance.

A. Indemnification. If this Contract/Proposal is accepted, Vendor proposes and agrees that Vendor shall indemnify, save harmless, and defend Village against all damages, liability, claims, losses, and expenses (including attorneys' fees) that may arise or be alleged to have arisen out of or in connection with Vendor's performance of or failure to perform under this Contract/Proposal, including without limitation any failure to meet the representations and warranties set forth in Section 7 of this Contract/Proposal.

B. Penalties. If this Contract/Proposal is accepted, Vendor proposes and agrees that Vendor shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise or be alleged to have arisen out of or in connection with Vendor's performance of or failure to perform hereunder.

C. Insurance. Contemporaneous with the Vendor's execution of this Contract/Proposal, the Vendor shall provide certificates and policies of insurance, all with coverages and limits acceptable to the Village, and evidencing at least the minimum insurance coverages and limits as set forth in Attachment C to this Contract/Proposal. For good cause shown, the Village Manager may extend the time for submission of the required policies of insurance upon such terms, and with such assurances of complete and prompt performance, as the Village Manager may impose in the exercise of his/her sole discretion. Such insurance policies shall provide that no change, modification in, or cancellation of, any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company to the Village. The Vendor shall, at all times during the term of this Contract/Proposal, maintain and keep in force, at the Vendor's expense, the insurance coverages provided above.

5. Firm Proposal. All prices and other terms stated in this Contract/Proposal are firm and shall not be subject to withdrawal, escalation or change for sixty (60) days after the date this Contract/Proposal is submitted to Village.

6. Default, Remedies. If it should appear at any time that the Vendor has failed or refused to prosecute, or has delayed in the prosecution of, the Services with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Contract/Proposal, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other requirement of this Contract/Proposal ("***Event of Default***"), and fails to cure any such Event of Default within ten business days after the Vendor's receipt of written notice of such Event of Default from the Village, then the Village shall have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

A. Cure by Vendor. The Village may require the Vendor, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Vendor and the Services into compliance with this Contract/Proposal.

B. Termination of Agreement by Village. The Village may terminate this Contract/Proposal without liability for further payment of amounts due or to become due under this Contract/Proposal.

C. Withholding of Payment by Village. The Village may withhold from any payment, whether or not previously approved, or may recover from the Vendor, any and all costs, including attorneys' fees and administrative expenses, incurred by the Village as the result of any Event of Default by the Vendor or as a result of actions taken by the Village in response to any Event of Default by the Vendor.

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

7. Vendor's Representations and Warranties. In order to induce Village to accept this Contract/Proposal, Vendor hereby represents and warrants as follows:

A. The Services. The Services and all of their components shall be shall strictly conform to the requirements of this Contract/Proposal, including, without limitation, the Specifications listed in Attachment A and the performance standards set forth in Subsection 1B of this Contract/Proposal; and shall meet or exceed industry standards for quality and reliability.

B. Compliance with Laws. Vendor shall ensure that the Services and all of its components shall comply with, and Vendor agrees to be bound by, all applicable federal, state and local laws, orders, rules and regulations as they may be modified or amended from time to time. Every provision required by law to be inserted into this Contract/Proposal shall be deemed to be inserted herein. Contractor and its employees, agents, and subcontractors will comply with the Village's Standard Operating Procedure No. 11-057 "No Weapons" effective May 13, 2014 ("SOP") at all times during the performance of the Work.

C. Not Barred. Vendor is not barred by law from contracting with Village or with any other unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Vendor is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax as set forth in 65 ILCS 5/11-42.1-1; (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33 of the Criminal Code of 1961, 720 ILCS 5/33E-1 et seq; or (iii) for any other reason.

D. Qualified. Vendor has the requisite experience, ability, inventory, capital, facilities, equipment, plant, organiz d staff to enable Vendor to deliver the Services at the Contract Price and within the Contract Time Proposal set forth above.

8. Acknowledgments. In submitting this Contract/Proposal, Vendor acknowledges and agrees that:

A. Reliance. Village is relying on all warranties, representations, and statements made by Vendor in this Contract/Proposal.

B. Reservation of Rights. Village reserves the right to reject any and all Proposals, reserves the right to reject the low price Proposal, and reserves such other rights as are set forth in the Instructions to Vendors.

C. Acceptance. If this Contract/Proposal is accepted, Vendor shall be bound by each and every term, condition or provision contained in this Contract/Proposal and in Village's written notification of acceptance in the form included in this bound set of documents.

D. Remedies. Each of the rights and remedies reserved to Village in this Contract/Proposal shall be cumulative and additional to any other or further remedies provided in law or equity or in this Contract/Proposal.

E. Time. Time is of the essence of this Contract/Proposal and, except where stated otherwise, references in this Contract/Proposal to days shall be construed to refer to calendar days.

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

F. No Waiver. No examination, inspection, investigation, test, measurement, review, determination, decision, certificate or approval by Village, whether before or after Village's acceptance of this Contract/Proposal; nor any information or data supplied by Village, whether before or after Village's acceptance of this Contract/Proposal; nor any order by Village for the payment of money; nor any payment for or use, possession or acceptance of the whole or any part of any Product; nor any extension of time granted by Village; nor any delay by Village in exercising any right under this Contract/Proposal; nor any other act or omission of Village shall constitute or be deemed to be an acceptance of any defective, damaged or nonconforming Product; nor operate to waive or otherwise diminish the effect of any representation or warranty made by Vendor or of any requirement or provision of this Contract/Proposal or of any remedy, power, or right of Village.

G. Severability. The provisions of this Contract/Proposal shall be interpreted when possible to sustain their legality and enforceability as a whole. In the event any provision of this Contract/Proposal shall be held invalid, illegal or unenforceable by a court of competent jurisdiction, in whole or in part, neither the validity of the remaining part of such provision, nor the validity of any other provisions of this Contract/Proposal shall be in any way affected thereby.

H. Amendments. No modification, addition, deletion, revision, alteration or other change to this Contract/Proposal shall be effective unless and until such change is reduced in writing and executed and delivered by Village and Vendor.

I. Assignment. Neither this Contract/Proposal, nor any interest herein, shall be assigned or subcontract in whole or in part by Vendor, except upon the prior written consent of Village.

J. Governing Law. This Contract/Proposal and the rights of the parties under this Contract/Proposal shall be interpreted according to the internal laws, but not the conflict of law rules of the State of Illinois.

DATED this _____day of _____, 20____.

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

VILLAGE OF NORTHBROOK
CONTRACT/PROPOSAL FOR
INSTALLATION, MAINTENANCE, AND REMOVAL OF HOLIDAY LIGHTING
AND DESIGN OF WINTER DISPLAY IN THE CENTRAL BUSINESS DISTRICT AND VILLAGE GREEN PARK

Vendor's Status: ( )____Corporation (State) (X) IL Partnership (State) ( ) Individual Proprietor

Vendor's Name: B&B Holiday Decorating, LLC

Doing Business As (if different): _____

Signature of Vendor or Authorized Agent: _____

(CORPORATE SEAL, IF APPLICABLE)

Printed Name: Patrick Fitzgibbons

Title/Position: Sales Coordinator

Vendor's Business Address: 2048 Foster Ave.
Wheeling, IL 60090

Vendor's Business Telephone: (847-825-1657 Facsimile: ( )

If a Corporation or Partnership, list all Officers or Partners:

NAME	TITLE	ADDRESS
William Cielinski	Owner	101 Hatlen Ave. Mt. Prospect, IL 60056
Brian Galuski	Owner	1436 Sutton Pl. Gurnee, IL 60031

If it is the Vendor's intention to utilize a subcontractor(s) to fulfill the requirements of this contract, the Village must be advised of the subcontractor's company name, address, telephone and fax numbers, and a contact person's name at the time of bid submittal.

Will you be utilizing a subcontractor? YES X NO

If yes, have you included all required information with your bid submittal? YES NO

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

VILLAGE OF NORTHBROOK
CONTRACT/PROPOSAL FOR
INSTALLATION, MAINTENANCE, AND REMOVAL OF HOLIDAY LIGHTING
AND DESIGN OF WINTER DISPLAY IN THE CENTRAL BUSINESS DISTRICT AND VILLAGE GREEN PARK

ACCEPTANCE

The Contract/Proposal attached hereto and by this reference incorporated herein and made a part hereof is hereby accepted by the Village of Northbrook ("Village") this_____ day of_____, 2023.

This Acceptance, together with the Contract/Proposal attached hereto, constitutes the entire and only agreement between the parties relating to the Services and the Contract Price therefor and supersedes and merges any other prior or contemporaneous discussions, agreements or understandings, whether written or oral, and shall prevail over any contradictory or inconsistent terms or conditions contained in any purchase order, acceptance, acknowledgment, invoice or other standard form used by the parties in the performance of the Contract/Proposal. Any such contradictory or inconsistent terms or conditions shall be deemed objected to by Village without further notice of objection, shall be of no effect, and shall not be in any circumstances binding upon Village, unless accepted by Village in a written document plainly labeled, "Amendment to Contract/Proposal." Acceptance or rejection by Village of any such contradictory or inconsistent terms or conditions shall not constitute acceptance of any other contradictory or inconsistent terms or conditions.

(SEAL)

Attest/Witness:

VILLAGE OF NORTHBROOK

By: _____
Debbie Ford
Title: Village Clerk

By: _____
Cara Pavlicek
Title: Village Manager

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

VILLAGE OF NORTHBROOK
CONTRACT/PROPOSAL FOR
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ATTACHMENT A - PROJECT SPECIFICATIONS

1. GENERAL

The Village of Northbrook is seeking a vendor to design and install a winter display to be located at the southeast corner of Shermer Road and Meadow Road at the entrance to the Village Green Park in partnership with the Northbrook Park District. Additionally, the Village is seeking a vendor to install, maintain, and remove lights from trees within the Central Business District. The Park District is seeking a vendor to install, maintain, and remove a winter display in Village Green Park.

The Village of Northbrook and the Northbrook Park are jointly seeking proposals for the outlined work, however each will enter into a contract separately with the Vendor. As part of their submission to this request for proposals, Vendors shall provide a sample design of a winter display for the identified sites. Past displays have included a 3-D lighted polar bear statute, and 5-6 lighted deer statues (both of which were well received by the community). Sample designs shall be non-denominational, tasteful, and scaled to the space being utilized. It is the intention of the Village to utilize the same display for the term of this contract.

All work and material not otherwise described shall be of the best quality, and should any workmanship or materials be needed which are not directly or indirectly set forth in his proposal, but which are nevertheless necessary to the proper execution according to the obvious intent, the Vendor will understand same to be implied and shall provide for it in their proposal.

2. SCOPE OF SERVICES

The Vendor shall furnish all supervision, labor, tools, equipment, and materials, except those identified to be provided by the Village, necessary to install, maintain, and remove holiday lights within the parkway trees of the Central Business District on behalf of the Village over the course of approximately three years spanning September 2023 through April 2026. Holiday lights will be used all year round. Maps showing where lights are to be installed are included as Attachment E.

A. *INSTALLATION OF HOLIDAY LIGHTING*

The Vendor shall install holiday lights on 68 parkway trees in the Villages' Central Business District. This number includes evergreens, deciduous trees (single and multi-stemmed), and several hedges that are to be lit. Included herein are specifications on how the Village desires lights to be installed on these trees and bushes. Lights will be utilized year round and controlled through timers in street light control boxes from which power is provided. During the holiday season, from approximately November 15 through approximately January 20, the lights will remain on 24 hours per day.

Deciduous Trees

A branch wrap style shall be used on all deciduous trees. There should not be more than 2 inches of vertical space between strands of lights on the trunks of trees and branches of trees. At a minimum all major leader branches of the trees shall be wrapped. The sizes of trees for lights to be installed in are identified in Table 1. All lights used shall be C7 LEDs in a warm white with green wires and spacing between lights of approximately 4 inches. The Vendor will

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

supply a sample of the proposed lights to the Village for the Village's approval prior to installation.

Table 1. Base Proposal - Tree Lighting

Tree Size (dbh)	Number of Trees/
0 – 6.99 Inches	28
7 – 11.99 Inches	18
12 – 14.99 Inches	13
15 Inches +	8
Total	**67 Trees**

Evergreens and Bushes

Evergreen trees shall have lights installed on them in a branch wrap style. The Vendor shall secure lights to keep them from sagging by wrapping the light strands around branches. Each branch of an evergreen tree will have lights on it. Bushes identified in this scope of work will be wrapped in concentric circles of lights with not more than 4 inches of space separating each strand of lights. All lights used shall be C7 LEDs (Conical Size 7 LED Bulbs) in a warm white with green wires and spacing between lights of not more than 2 inches.

General Installation Instruction

Wrapping of each strand must end with a female end so the male end can be plugged into the next strand or into the female end of a tree. The number of strands of lights in a chain shall be limited by the fuses and draw of the chain of lights. When more than one tee is joined together, the resulting combination must end with one unused male plug. Extension cords shall be 14 gauge wire and plugged into the electrical outlets at the base of the tree. All connections shall be wrapped in electrical tape.

The contractor shall be paid a lump sum for the installation and materials. The addition of lights to achieve the desired aesthetic shall be incidental to the contract.

B. *MAINTENANCE OF HOLIDAY LIGHTING*

The Vendor shall perform all maintenance necessary for the startup of holiday lighting at a minimum between October 15 and 31st years 2 and 3 of the contract. The Vendor shall be responsible for the testing of the current holiday lighting that has been installed. Testing shall include identifying where strands are out and probable causes then take the steps outlined below. Pricing for maintenance activities shall be based on rates outlined in Attachment B. The Vendor will notify the Village 2 weeks in advance of their planned start date of work.

i. Bulb Replacement - On strands where a burnt out or missing bulb has been identified as the cause for an outage, the Vendor will install a new bulb and test the strand of lights to ensure the strand is completely lit. The Vendor shall follow this process for each bulb that is found to be burnt out. If more than four bulbs are burnt out on any given strand, the Vendor shall replace the strand.

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

ii. Fuse Replacement - On strands where a blown fuse has been identified as the cause of an outage, the Vendor shall replace the fuse and test the strand of lights to ensure it is completely lit. The Vendor shall follow this process for every fuse that is replaced. If more than two fuses are blown during the testing of a strand of lights, the Vendor shall replace the strand.

iii. Rewrapping and Cleanup of Trees - The Vendor shall be responsible for rewrapping strands of lights that have to be replaced or have become unwound due to tree growth or wind. When replacing and rewrapping strands of lights, the Vendor shall follow the specifications outlined herein.

iv. Ongoing Maintenance of Holiday Lighting - After the startup of the holiday lighting has been completed, the Vendor may be recalled to complete repairs to the holiday lighting on an as needed basis.

v. Method of Payment – The contractor shall be compensated at a time and materials basis for the maintenance of the holiday decorations. The rates used for determining the payment for maintenance of lights shall be those identified in this document.

C. *REMOVAL OF HOLIDAY LIGHTING*

Removal of the holiday lights shall occur on or after March, but must be completed no later than April 30, 2026. All lights shall be brought to the Northbrook Public Works Center for recycling.

The method of payment for the removal of lights shall be a lump sum payment billed to the Village after the removal has been completed.

D. WINTER DISPLAYS

The Winter Display shall be designed and installed by the Vendor. Upon agreement on the elements of the respective Winter Displays, the Winter Display shall be the same for all three years of this contract and shall be reserved for the Village and Park District's respective displays each year during the time outlined in this contract. At the conclusion of this contract, the Village and Park District shall have the right but not the obligation to buy the display at a mutually agreed upon price.

Village Winter Displays
The Winter Display shall be installed at the entrance to the Village Green Park at the southeast corner of Shermer Road and Meadow Road in Northbrook, Illinois. All winter displays shall be lit using warm white LED lights, be non-denominational, tasteful, and scaled to space being used. All work needed to install the displays shall be the responsibility of the Vendor and shall be included and incidental to the price for the Winter Display.

Winter Displays shall be installed and maintained by the Vendor during the scheduled display period. The Vendor shall be responsible for any and all restoration of the site in order to return it to its condition prior to the installation of the Winter Display each year. The Vendor shall

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

provide a minimum of 72 hours notice prior to installation of the Winter Display in order to ensure the Village of Northbrook has sufficient time to coordinate with the Northbrook Park District.

Park District Winter Displays

The Winter Display shall be installed at the entrance to the Village Green Park at the southeast corner of Shermer Road and Meadow Road in Northbrook, Illinois. All winter displays shall be lit using warm white LED lights, be non-denominational, tasteful, and scaled to space being used. All work needed to install the displays shall be the responsibility of the Vendor and shall be included and incidental to the price for the Park District's Winter Display.

The Park District has identified the primary location for the Winter Display to be the path running south from the Village Green Fountain to Walters Avenue. The Park District's budget for this work is $7,800 for this work in the first year. The Vendor shall design the display to conform to this budget. Work within the Park District property must be done from the paved surface of the paths for the protection of the trees within the park. No vehicles will be allowed to travel the grounds outside of the path. If lighting of trees within the park is proposed, the Vendor shall install the lights prior to each season's start and remove them at the end of the season per the schedule below in order to minimize damage to any trees.

3. SCHEDULE

Table 2. Tentative Contract Schedule (Village Work)	
Task	**Approximate Dates**
1. Install Holiday Lights	September 1 – September 30, 2023
2. Winter Display Installation	November 1 – 10, 2023
3. Winter Display Removal	January 20, 2024
4. Holiday Light Maintenance (Planned)	October 15-31, 2024
5. Winter Display Installation	November 1 – 10, 2024
6. Winter Display Removal	January 20, 2024
7. Holiday Light Maintenance (Planned)	October 15 – 31, 2025
8. Winter Display Installation	November 1 – 10, 2025
9. Winter Display Removal	January 20, 2026
10. Holiday Light Removal	April 2026

Table 3. Tentative Contract Schedule (Park District Work)	
Task	**Approximate Dates**
2. Winter Display Installation	November 1 – 10, 2023
3. Winter Display Removal	January 20, 2024
5. Winter Display Installation	November 1 – 10, 2024
6. Winter Display Removal	January 20, 2024
8. Winter Display Installation	November 1 – 10, 2025
9. Winter Display Removal	January 20, 2026

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

4. LOCATIONS AND WORKING HOURS

Village of Northbrook
Parkway trees as denoted in Attachment E with this document indicating the location of trees to be lit. Tree species and their diameter is identified on Attachment E. Generally all parkway trees (and some larger shrubbery), located along Shermer Road between Walters Avenue and Church Street, Meadow road between Cherry Lane and Shermer Road, Cherry Lane/Church Street between Meadow Road and Shermer Road. Additionally, there are several trees located at the Village Hall at 1225 Cedar Lane that will be lit. No work shall be performed before 7:00 A.M. or after 7:00 P.M. or on Saturdays, on any Sundays and/or legal holidays unless approved by the Project Supervisor.

Northbrook Park District
Winter Displays shall be confined to the Village Green Park primarily between the Village Green Fountain and Walters Avenue as denoted in Attachment F. No work shall be performed before 7:00 A.M. or after 7:00 P.M. or on Saturdays, on any Sundays and/or legal holidays unless approved by the Project Supervisor.

5. MATERIALS

The Vendor shall provide all materials necessary to complete the work outlined in the Scope of Services. Holiday lights installed shall be new and of commercial quality such that they will last the term of the contract. Winter displays shall be of a first quality and maintained such that look in a new state.

6. CLEANUP AND DISPOSAL

All debris from the installation and maintenance of holiday lighting shall be cleaned up each evening before the crew leaves the work site. The Vendor shall not dispose of any materials in waste receptacles in the Central Business District. The Vendor shall dispose of all materials at the Public Works Center located at 655 Huehl Road or the Fleet Maintenance Garage located at 1227 Cedar Lane.

7. Traffic Control

The Vendor shall be responsible for all traffic control required to maintain safety of workers installing lights as well as the motorist, bicyclists, and pedestrians. Traffic control shall be in compliance with the Manual on Uniform Traffic Control Devices (MUTCD).

8. PROJECT SUPERVISOR

The Village and Park District shall each designate one of their employees to serve as Project Supervisor under this Contract.

9. WORK CREW SUPERVISION

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

The Vendor shall provide a qualified Foreman to supervise each crew engaged in working under this agreement. The Foreman shall be authorized by the Vendor to accept and act upon all directives issued by the Project Supervisor. Failure of a Foreman to act on said directives shall be sufficient cause for the Village to give notice that the Vendor is in default of the agreement unless such directives would create potential personal injury or safety hazards or such directives are contrary to the intent of these specifications.

10. MISCELLANEOUS

The Vendor shall not permit any materials, debris or rubbish to remain upon the adjoining grounds nor cause to exist any unnecessary obstructions. The Vendor shall leave the work place and other areas affected by the work in a clean and safe condition. The Vendor shall be accountable for any and all damages resulting from his operations and shall protect all persons and all public/private property. The Vendor shall immediately repair at his sole expense any damage resulting from work performed under this proposal.

11. WARRANTY

The Vendor shall provide a minimum 12 month guaranty covering all labor and materials to correct any work that fails under normal circumstances within the warranty period.

12. INVOICING

Installation and removal of holiday lighting shall be invoiced on a lump sum basis. Installation and rental of winter display(s) shall be invoiced on a lump sum basis with removal of those displays incidental to the contract. Maintenance of holiday lighting shall be invoiced in a detailed manner, with the number of hours worked and the number of hours for vehicles identified, and the dates of that work. The Village of Northbrook and the Northbrook Park District will be invoiced separately for their respective scopes of work.

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

VILLAGE OF NORTHBROOK
CONTRACT/PROPOSAL FOR
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ATTACHMENT B - SCHEDULE OF PRICES

After becoming familiar with the general conditions, special conditions, specifications and addenda attached hereto, the undersigned offers the following prices including all supervision, labor, materials and equipment for providing services related to the installation, maintenance, and removal of holiday lighting in the Central Business District as well as the design and installation of the Winter Displays for the Village of Northbrook and Northbrook Park District.

	Item	Total
1.	Installation of Holiday Lights (June 2023)	$ 69,525.00
2.	Removal of Holiday Lights (April 2026)	$ 14,647.50
3.	Planned Maintenance of Holiday Lights (Annually)	128 hours ($11,904.00)
4.	Installation and Removal of Winter Display (Annually)	$ 8,500.00**

	Item	Project Allowance
5.	Northbrook Park District Winter Display (Installation and Removal, Annual Allowance)	$7,800

	Item	Unit Price
5.	String of 50 LED C7 LED Lights	$ 10.25

	Item	Quantity Available	Hourly Rate
6.	Hourly Labor Rate per Person	n/a	$ 93.00
7.	½ ton Pickup Truck	4	$ 0.00*
8.	30 ft. Scissor Lift	n/a	$ 0.00*
9.	45 ft. Boom Lift	n/a	$ 0.00*
10.	45 ft. Truck Mounted Aerial Lift	2	$ 0.00*

*Hourly labor rate includes necessary equipment for work to be completed

** Cost is for main display of 6x deer as previously used, alternate options with pricing included in next section

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ATTACHMENT C- INSURANCE COVERAGES

A. Worker's Compensation and Employer's Liability with limits not less than:

(1) Worker's Compensation: Statutory;

(2) Employer's Liability:

$500,000 injury-per occurrence

$500,000 disease-per employee

$500,000 disease-policy limit

Such insurance shall evidence that coverage applies in the State of Illinois.

B. Comprehensive Motor Vehicle Liability with a combined single limit of liability for bodily injury and property damage of not less than $1,000,000 for scheduled vehicles. In the event that Vendor acquires or makes use of multiple vehicles such coverage shall be expanded to owned, non-owned, or rented vehicles as may be appropriate to ensure coverage of all vehicles used by Vendor to provide services to the Village.

All employees shall be included as insureds.

C. Comprehensive General Liability with coverage written on an "occurrence" basis and with limits no less than:

$2,000,000 Bodily Injury and Property Damage Combined Single Limit

Coverage is to be written on an "occurrence" bases.

Coverages shall include:

- Broad Form Property Damage Endorsement
- Blanket Contractual Liability (must expressly cover the indemnity provisions of the Contract)

D. Umbrella Policy. The required coverages may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis such that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

E. Village as Additional Insured. Village and the Northbrook Park District shall be named as an Additional Insured on all policies except for:

Worker's Compensation

Each such additional Insured endorsement shall identify Village as follows: Village of Northbrook, including its Board members and elected and appointed officials, its officers, employees, agents, attorneys, consultants, and representatives.

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

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AND DESIGN OF WINTER DISPLAY IN THE CENTRAL BUSINESS DISTRICT AND VILLAGE GREEN PARK

ATTACHMENT D - LIST OF REFERENCES

Name of Organization: Village of Algonquin

Address: 110 Meyer Dr.

Algonquin, IL 60102

Contact Name: Vince Kilcullen Phone Number: 847-658-2700 Ext. 4404

Name of Organization: Village of Winnetka

Address: 510 Green Bay Rd.

Winnetka, IL

Contact Name: Diana Puga Phone Number: 847-716-3550

Name of Organization: Village of Glenview

Address: 2498 E. Lake Ave.

Glenview, IL 60026

Contact Name: DeWayne Balcom Phone Number: 847-376-0091

Name of Organization: City of Park Ridge

Address: 505 Butler Pl.

Park Ridge, IL 60068

Contact Name: Brandon Naser Phone Number: 847-318-5236

Name of Organization: Village of Glen Ellyn

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Address: 30 S. Lambert Rd.

Glen Ellyn, IL 60137

Contact Name: Dave Buckley Phone Number: 630-547-5513

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

ATTACHMENT E – Village of Northbrook Maps of Holiday Lighting/Display Installation

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

GISConsortium | Winter Display Location



0 50 100 ft

Print Date: 4/12/2023

Notes

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

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GISConsortium | Village Hall Tree



0 100 200 ft

Print Date: 4/12/2023

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GISConsortium | Shermer Road - Railroad to Walters Ave



0 50 100 ft

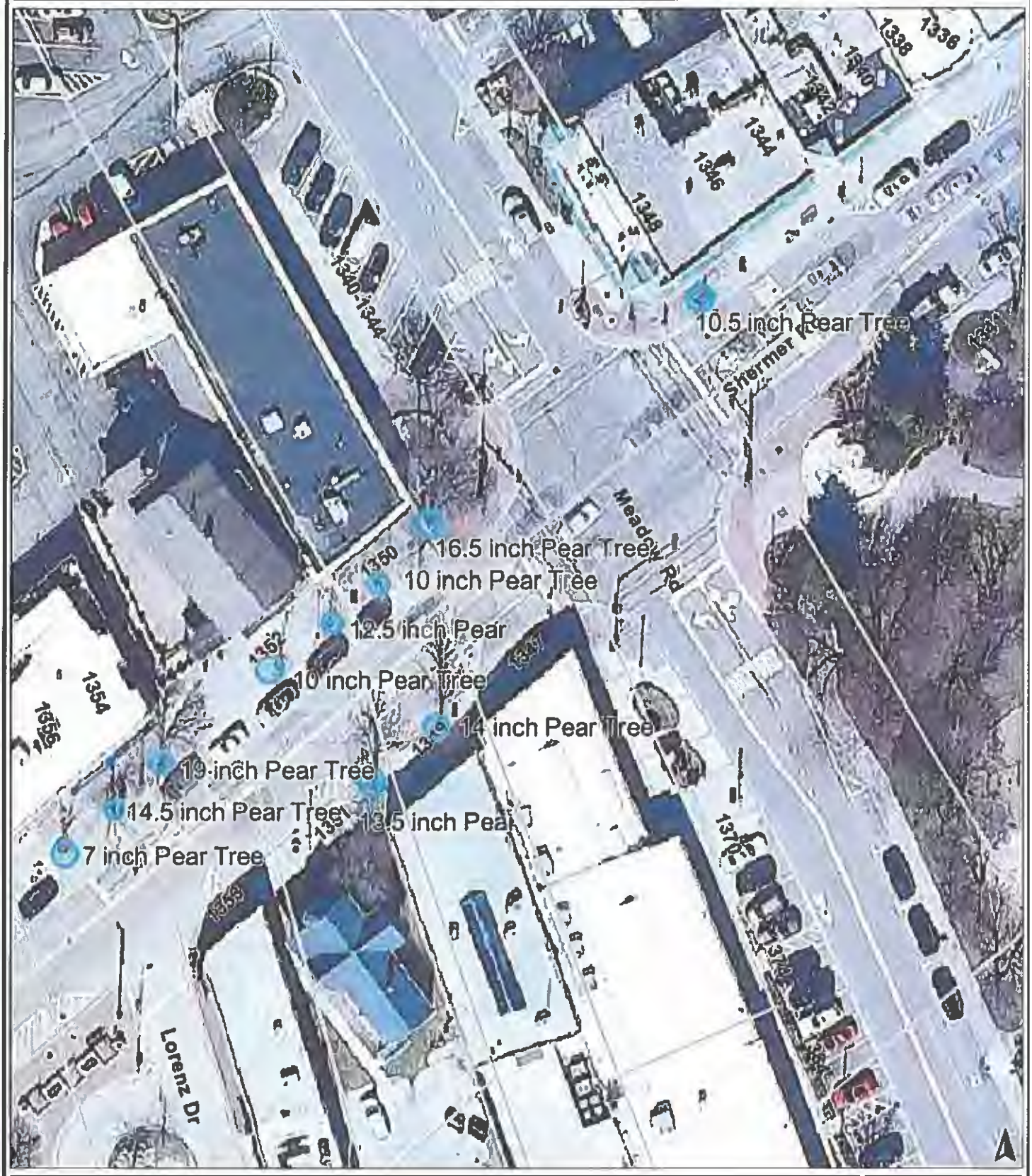
Print Date: 4/12/2023

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GISConsortium | Shermer Road - Railroad to Meadow Road



0 50 100 ft

Print Date: 4/12/2023

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GISConsortium | Meadow Road Bridge to Cherry Lane Tree Map



0 50 100 ft

Print Date: 4/12/2023

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GISConsortium | Cherry Lane and Meadow Road Tree Map



0 50 100 ft

Print Date: 4/12/2023

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GISConsortium | Church Street (East of Keystone) Tree Map



0 50 100 ft

Print Date: 4/12/2023

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GISConsortium | Shermer Road - Railroad to Walters Ave



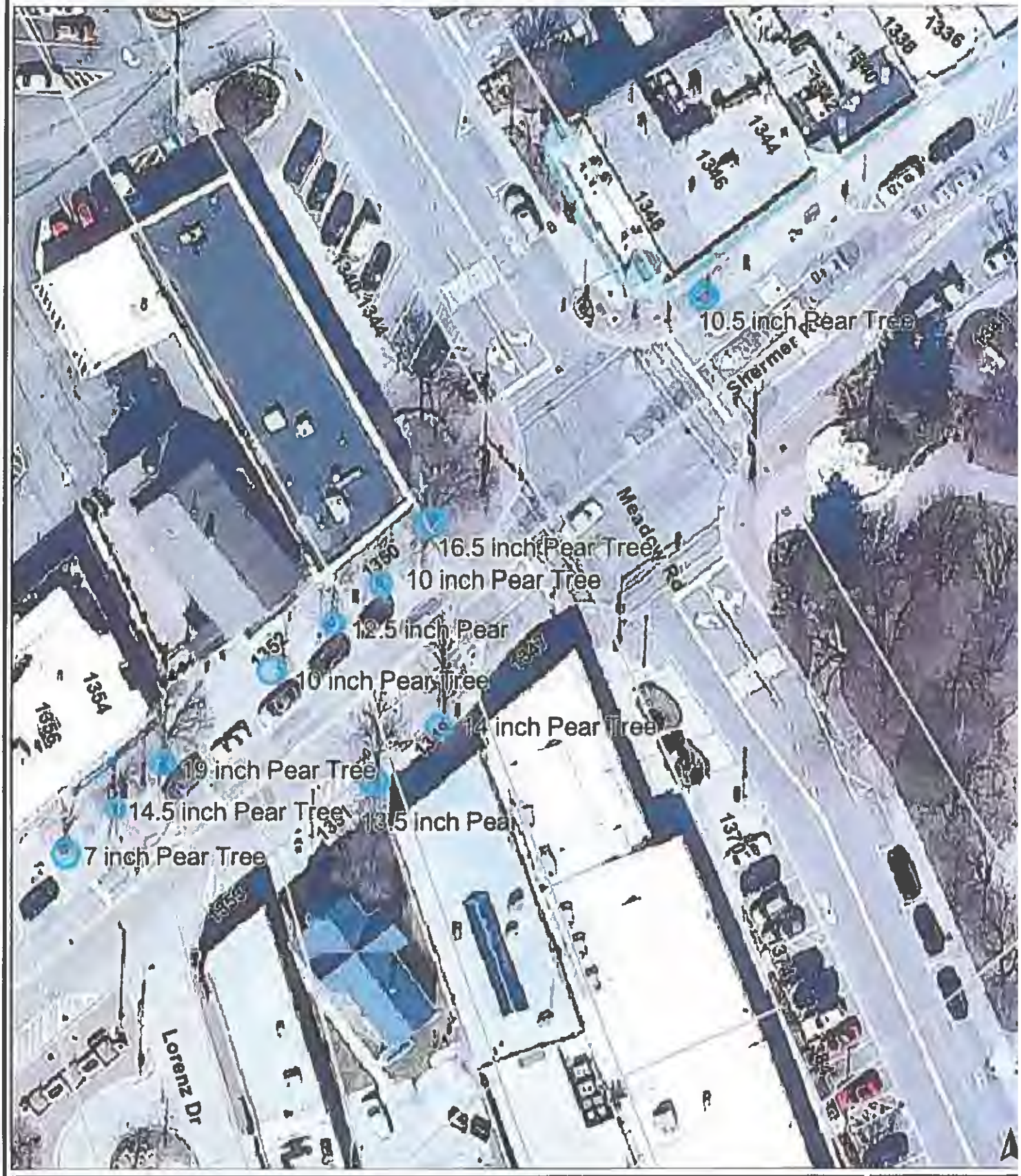
0 50 100 ft

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GISConsortium Shermer Road - Railroad to Meadow Road



0 50 100 ft

Print Date: 4/12/2023

Notes

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

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

GISConsortium

Meadow Road Bridge to Shermer Road Tree M...



0 50 100 ft

Print Date: 4/12/2023

Notes

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

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GISConsortium Meadow Road Bridge to Cherry Lane Tree Map



0 50 100 ft

Print Date: 4/12/2023

Notes

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GISConsortium | Cherry Lane and Meadow Road Tree Map



0 50 100 ft

Print Date: 4/12/2023

Notes

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Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter


GISConsortium
Cherry Lane, Keystone Avenue, and Church Str...
1920
1930
Keystone Ave
2 inch Cypress
3 inch Cypress
2.5 inch Cypress
14.5 inch Maple Tree
16.5 inch Pine Tree
13.5 inch Linden Tree
13.5 inch Pine Tree
17 inch Locust Tree
12 inch Pine Tree
17 inch Pine Tree
14 inch Pine Tree
14.5 inch Locust Tree
1.5 inch Ginko Tree
14.5 inch Locust Tree
Church St
7.5 inch Elm Tre
7 inch Catalpa Tree
8.5 inch Catalpa Tre
0
50
100
ft
Print Date: 4/12/2023
Notes
Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

GISConsortium | Church Street (East of Keystone) Tree Map



0 50 100 ft

Print Date: 4/12/2023

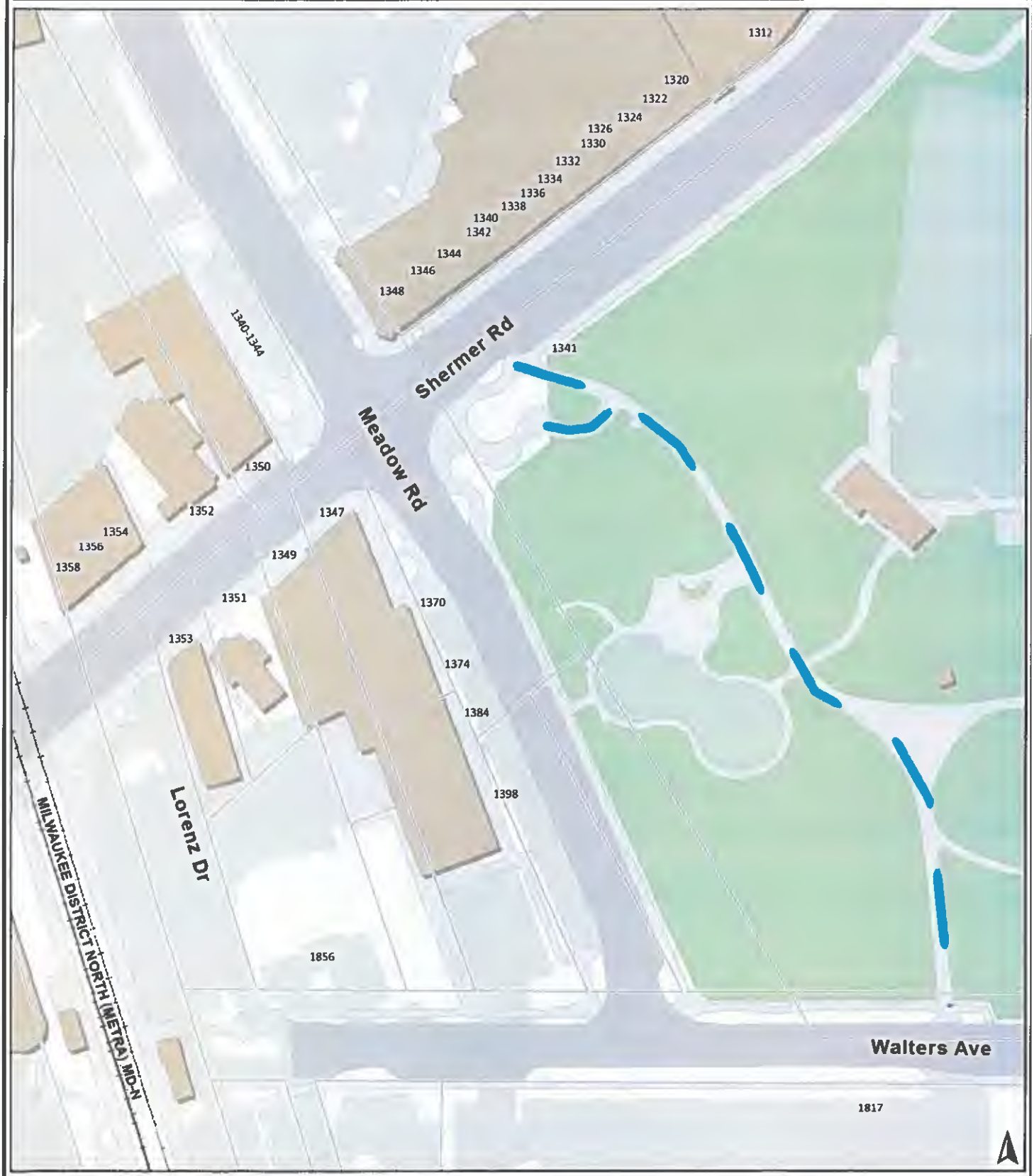
Notes

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

ATTACHMENT F –Northbrook Park District Maps of Holiday Lighting/Display Installation

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

GISConsortium | Exhibit F - NBK PD Winter Display



0 100 200 ft

Print Date: 5/18/2023

Notes
Approximate Location

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

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

Village of
Northbrook
655 Huehl Road Northbrook, Illinois 60062 847 272 4711 Fax 847 272 3629 www.northbrook.il.us
PUBLIC WORKS DEPARTMENT

To: All Bidders

From: Matt Morrison, Deputy Public Works Director

Date: August 18, 2023

Subject: Holiday Lighting and Winter Display

ADDENDUM #1

All references to C7 LED lighting or Conical Size 7 LED bulbs shall be replaced with 5 mm LED lighting and 5mm LED bulbs.

****THIS ADDENDUM MUST BE ATTACHED WITH THE BID PROPOSAL DOCUMENTS****

K publicworks/RFQ'S/fire sprinkler testing addendum doc

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

Village Fountain Display Options



Primary Option – Deer Display (from last season)



The first and primary display option we are proposing is the display that was so well received during the 2022 season. This includes 5x standing deer display pieces in various poses and a 6th in a sitting position. With 3x standing and 1x sitting deer within the fountain itself and 2 additional standing in poses in the surrounding greenspace.
The per season cost of this display would be $8,500 per season.



HOLIDAY DECORATING LLC

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

Second Option – Snowflakes



The second proposed option for the fountain display is snowflakes, another winter theme that is neutral yet festive. This includes 5x snowflake with 1x large 10' sitting at the top of the fountain and 3x smaller 6' snowflakes in the pool below. A second 10' snowflake would then sit in the greenspace adjacent to the fountain where individuals and families can take photos with this giant piece in the background.
The cost of this display would be $5,500 per season.

* Optional Addition- within the pond basin we can add in mini lighting and snowblankets to create a colorful snow effect upon which the snowflakes sit; this would be an additional $600 per season using your color of choice (blues and whites recommended but not required)



HOLIDAY DECORATING LLC

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

Third Option – Wireframe Collection



For this option we are working with the assumption that the craftsmanship of the deer last year was appealing but a change would be nice. This option removes the upper fountain deer and the sitting deer from last seasons display and replaces them with a 10' gold teddy crafted in the same wireframe materials. Our reasoning being that those who enjoyed the deer on display will still have the same experience (with 2x fewer deer) and those that want something different or more inviting for children will find the teddy bear as a festive heartwarming addition. The bear would be centered in the fountain pool with a deer on either side of him (the upper section behind left unoccupied). We would keep 2x deer in the greenspace adjacent to the fountain to complete the look.

The cost of this display per season would be $9,000

* The Teddy Bear is available with/without Santa Hat, for this proposal we selected no hat assuming a neutral tone would be preferred.



HOLIDAY DECORATING

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter



Fourth Option– Bears & Snowflakes



For this option we are combining animals and objects in a winter display with some new and some previously seen pieces. The 6' tall 12' long polar bear was the centerpiece of the display 2 years ago, putting her on top of the fountain and then below adding in a smaller (3'x6') polar bear flanked by 2x 6' Snowflakes will give a very festive feel to the display. To complete the look a second small polar bear will sit under the village green sign and a third 6' snowflake will be on display in the greenspace adjacent. This display will feel large, wide and full of warmth for the space.
The cost of this display per season would be $6,000



HOLIDAY DECORATING LLC

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter



Fifth Option– Ornament Stack



For this option we show an option that is more of a daytime focused piece. This ornament stack is composed of 10x 36" Ornaments made of fiberglass that are arranged together into a display piece. We would be able to use accent lighting in and around the piece to shine at night but during the day is when this display would really shine.
The cost of this display per season would be $4,800



HOLIDAY DECORATING LLC

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

Park District Lighting Display Design

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter



Park District Light Display







It's wonderful that that Northbrook Park District is interested in having it's own light display, the space is a perfect fit and a beautiful space to create a display. There are challenges that come with this though such as limited power, the need to keep the park accessible for regular use (biking, playground, etc.) and the sheer size of the space. With these aspects in mind, we propose the following display proposal for your consideration.

Our proposal consists of the following elements:

1. 9x Light poles along the walking path are to be decorated with 36" Warm White Snowflake pole mounted decorations containing C7 LED lights
2. 21x trees are to be trunk wrapped to their limbs with warm white LED mini lights
3. 11x bushes are to be decorated with warm white LED mini lights
4. 8x trees will be up lit with RGB Flood Lights, set to warm white or color(s) of preference
5. A 50' Long, 10' wide light tunnel will be setup along the path with warm white and warm white twinkle mini LED lights

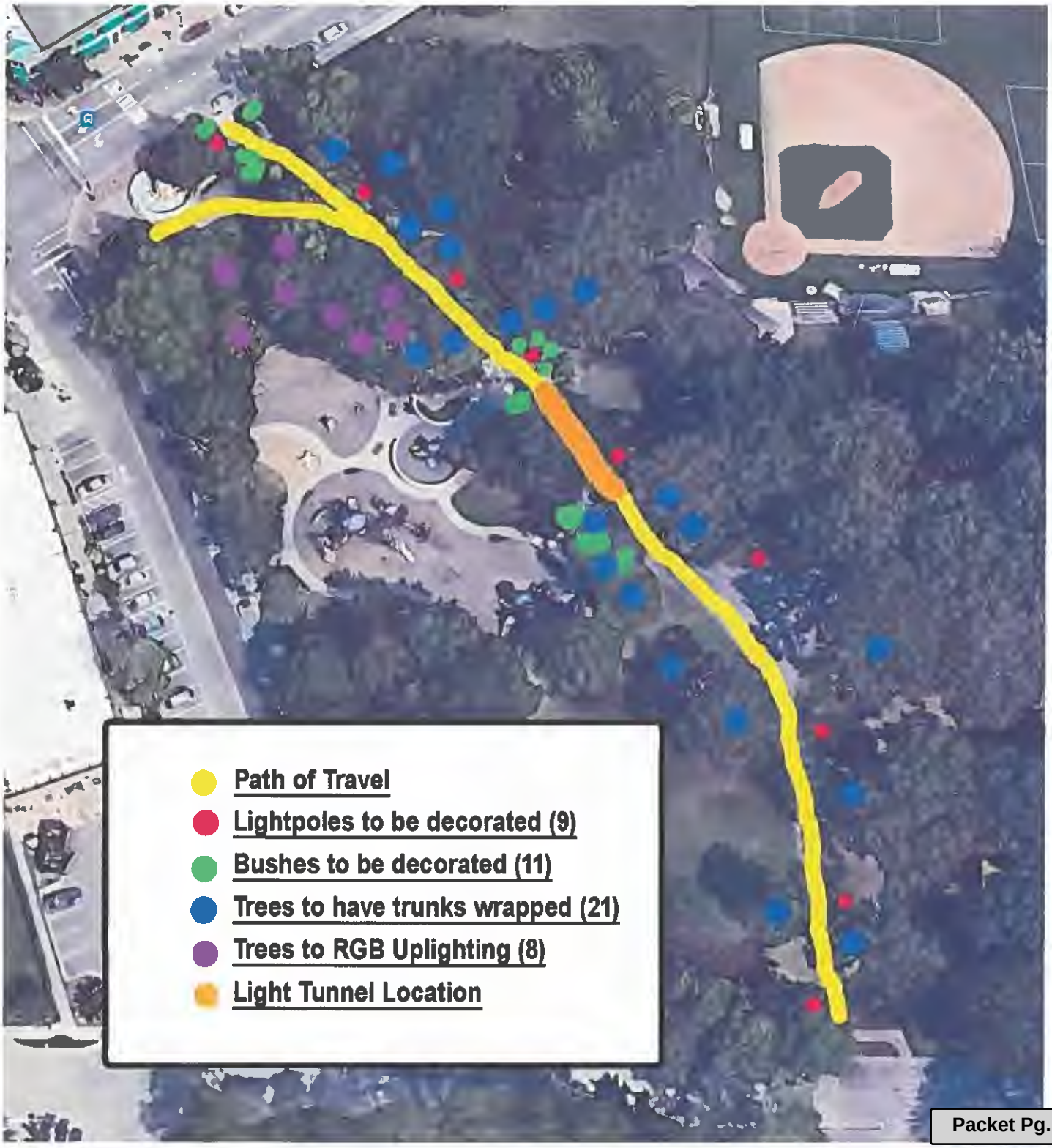
HOLIDAY DECORATING LLC

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter



Park District Light Display

This proposal consists of ~13,600 warm white mini LED lights, 270x warm white C7 lights (on pole mounted snowflakes) and 8x 100w LED flood lights.
This proposal provides the best option for lighting the entire length of the walking path while still providing a showstopping piece (the light tunnel), staying with warm white lighting throughout and giving a similar but unique look in conjunction with the village lighting display.



Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

Certificate of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 8/16/2023

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

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

PRODUCER BILL R SCHUTZ (03095) 51 W SEEGERS RD STE 1 ARLINGTON HGTS, IL 60005-0000	CONTACT NAME: BILL R SCHUTZ PHONE (A/C, No, Ext): 847-690-1980 FAX (A/C, No): 847-690-1983 E-MAIL ADDRESS: BILL.SCHUTZ@COUNTRYFINANCIAL.COM
INSURED 4354101 B & B HOLIDAY DECORATING LLC 2048 FOSTER AVE WHEELING, IL 60090	INSURER(S) AFFORDING COVERAGE / NAIC # INSURER A : COUNTRY Mutual Insurance Company 20990 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY ✓ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ✓ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER ✓ POLICY ☐ PRO-JECT ☐ LOC			AB9237461	3/7/2023	3/7/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 300,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ✓ SCHEDULED AUTOS ✓ HIRED AUTOS ✓ NON-OWNED AUTOS			AB9237461	3/7/2023	3/7/2024	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	✓ UMBRELLA LIAB ✓ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ✓ RETENTION $ 10,000			AU9261082	3/7/2023	3/7/2024	EACH OCCURRENCE AGGREGATE	$ 3,000,000 $ 3,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: Y N/A If yes, describe under DESCRIPTION OF OPERATIONS below			AW9237465	3/7/2023	3/7/2024	✓ WC STATU-TORY LIMITS ☐ OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000

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

WORKERS COMPENSATION EXCLUSIONS:
PROPRIETOR, PARTNER(S), EXECUTIVE OFFICER(S), MEMBERS(S) IS/ARE EXCLUDED ON WORKERS COMPENSATION BY ENDORSEMENT

CERTIFICATE HOLDER

B&B HOLIDAY DECORATING
2048 FOSTER AVE
WHEELING, IL 60090

CANCELLATION

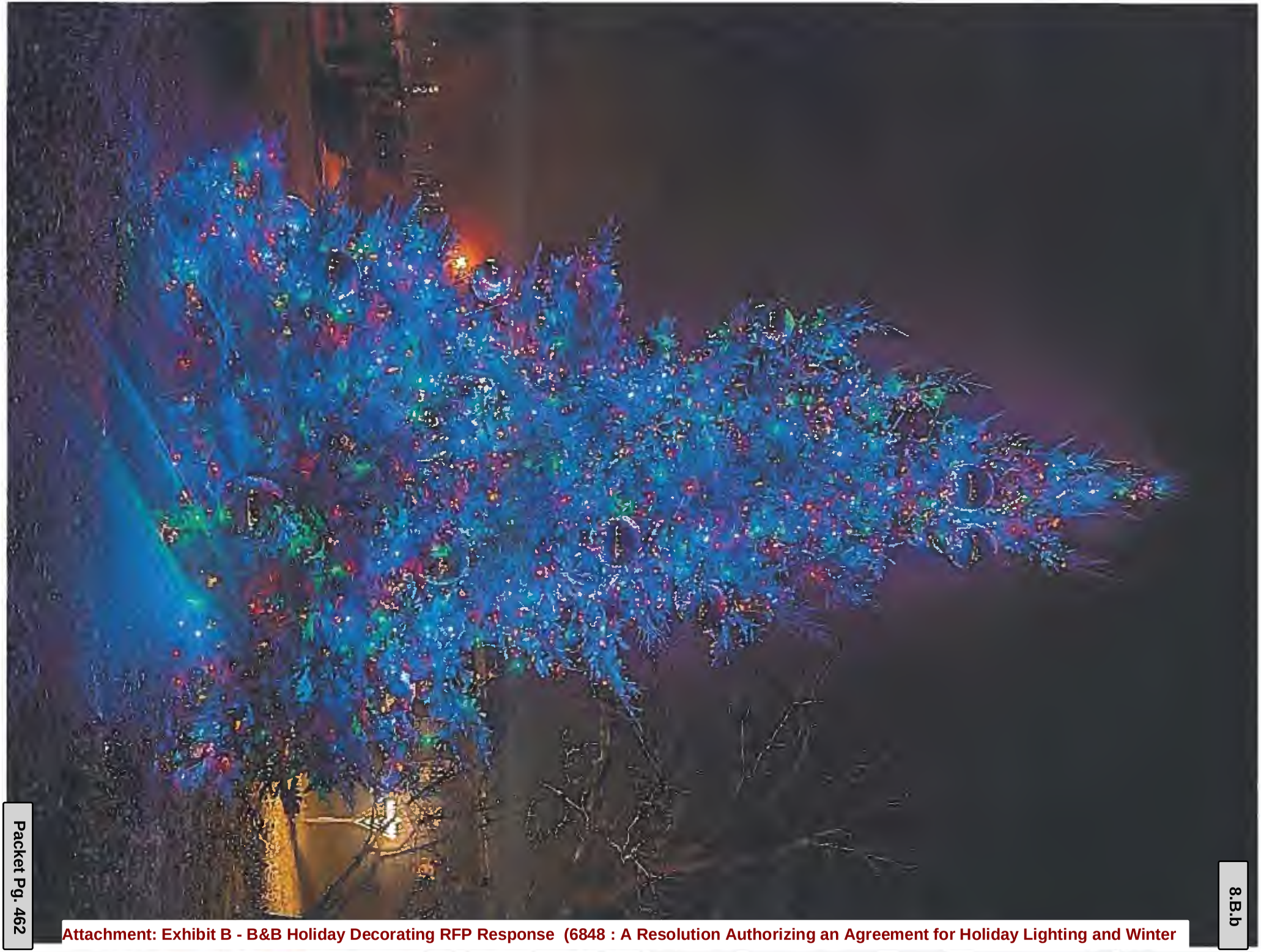
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

W-9



Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
B&B Holiday Decorating, LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:
☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate
☑ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ P
Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any)
Exemption from FATCA reporting code (if any)
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
2048 Foster Ave.

Requester's name and address (optional)

6 City, State, and ZIP Code
Wheeling, IL 60090

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number
			–			–				

or

Employer identification number
2	0	–	3	6	8	5	6	9	4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here | **Signature of U.S. person ▶** | **Date ▶** 09 - 24 - 2018

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at *www.irs.gov/fw9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

Certificate of Good Standing



File Number 0164463-7

STATE OF ILLINOIS

OFFICE OF THE SECRETARY OF STATE

To all to whom these Presents Shall Come, Greeting:

I, **Alexi Giannoulias,** *Secretary of State of the State of Illinois, do hereby certify that I am the keeper of the records of the Department of Business Services. I certify that*

B & B HOLIDAY DECORATING, L.L.C., HAVING ORGANIZED IN THE STATE OF ILLINOIS ON OCTOBER 06, 2005, APPEARS TO HAVE COMPLIED WITH ALL PROVISIONS OF THE LIMITED LIABILITY COMPANY ACT OF THIS STATE, AND AS OF THIS DATE IS IN GOOD STANDING AS A DOMESTIC LIMITED LIABILITY COMPANY IN THE STATE OF ILLINOIS.

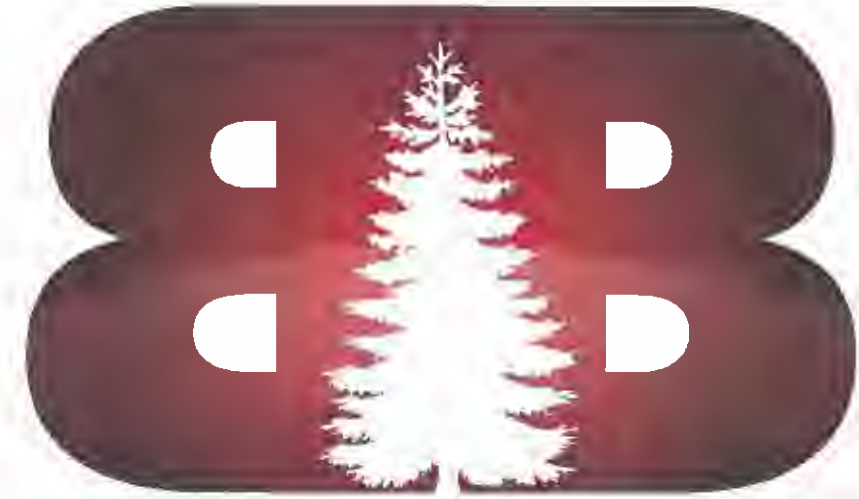
In Testimony Whereof, *I hereto set my hand and cause to be affixed the Great Seal of the State of Illinois, this* 17TH *day of* MAY *A.D.* 2023 .

Authentication # 2313701866 verifiable until 05/17/2024
Authenticate at https://www.ilsos.gov

Alexi Giannoulias
SECRETARY OF STATE

Attachment: Exhibit B - B&B Holiday Decorating RFP Response (6848 : A Resolution Authorizing an Agreement for Holiday Lighting and Winter

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HOLIDAY DECORATING LLC

Resolution (ID # 6853)

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Approving Adjustments to the Compensation of the Village Manager

is hereby adopted, as follows:

Section 1. BACKGROUND.

The Village entered into an Employment Agreement dated as of June 22, 2021 with Cara L. Pavlicek, currently serving as Village Manager (***"Employment Agreement"***).

Section 5.A. of the Employment Agreement establishes an annual base salary for the Village Manager, payable in installments in accordance with the Village's normal payroll practices (***"Base Salary"***).

Section 5.B. of the Employment Agreement requires that the Board of Trustees review the Base Salary each year based on performance and on any general wage adjustment granted to other Village senior department heads. The Employment Agreement further provides that the Board of Trustees may adjust the Base Salary if the Board of Trustees, in its sole discretion, determines, pursuant to the performance evaluation, that an adjustment of compensation is appropriate.

In September 2022, by resolution duly adopted, the Board of Trustees approved an increase to the Base Salary bringing the Base Salary to the current annual amount of $241,500.00 per year.

The Board of Trustees recently conducted a performance evaluation for Village Manger Pavlicek and, based on that evaluation, and in accordance with the Employment Agreement, the Board now desires to approve an increase to the Base Salary and a bonus as set forth in this Resolution.

Section 2. APPROVAL OF INCREASE TO BASE SALARY.

In accordance with Section 5.B. of the Employment Agreement, the Board of Trustees hereby approves a five-percent increase to the current annual Base Salary paid to Village Manager Pavlicek pursuant to the Employment Agreement which will bring the new annual amount of the Base Salary to $253,000.00 per year, effective as of September 1, 2023.

Section 3. APPROVAL OF ADDITIONAL COMPENSATION.

In addition to the increase in Base Salary, the benefits and payments established in the Employment Agreement, and all other benefits available generally to Village employees,

the Board of Trustees hereby approves the payment to Village Manager Pavlicek of a bonus in the total amount of $30,000.00. The bonus will be effective on October 1, 2023, and will be paid in 24 equal monthly installments over a one-year period; provided that Village Manager Pavlicek may at any time elect that a portion or all of the bonus be in the form of additional annual deferred compensation payment.

Section 4. EFFECT OF RESOLUTION.

Except for the salary and payment adjustments made pursuant to this Resolution, all provisions of the Employment Agreement remain in full force and effect, without change.

Section 5. RETROACTIVE EFFECT.

The increase in Base Salary made pursuant to this Resolution shall be deemed to have taken effect as of September 1, 2023.

Section 6. EFFECTIVE DATE.

This Resolution shall be in full force and effect from and after its passage and in the manner provided by law.

Scheduled: 9/12/2023

ATTEST:

_____
Village President

_____
Village Clerk

MEMORANDUM
VILLAGE OF NORTHBROOK
DEVELOPMENT AND PLANNING SERVICES

TO: CARA PAVLICEK, VILLAGE MANAGER

FROM: SWATI PANDEY, SENIOR PLANNER

DATE: SEPTEMBER 12, 2023

SUBJECT: AN ORDINANCE AUTHORIZING 4125 DUNDEE ROAD VASA FITNESS SPECIAL PERMIT

On September 12, 2023, the Board of Trustees is scheduled to consider an ordinance approving a special permit for a physical fitness facility operated by Fitness Group of Northbrook, LLC d/b/a Vasa Fitness (the "Applicant"), as potential lessee of a portion of the property (4125 Dundee Road) commonly known as Sanders Court Shopping Center at 4105-4195 Dundee Road (the "Subject Property"), which is owned by WFC-Lincoln Sanders, LLC (the "Owner"). The Applicant intends to lease a 50,000 square-foot tenant space to operate a physical fitness facility at the multi-tenant shopping center.

The Plan Commission conducted a public hearing on the application during its regular meeting on August 1, 2023. Following presentation from staff and the Applicant, the Commission asked questions related to their corporate standards for wall signs; hours of operation; and security. There was one public comment made during the hearing requesting security and loading dock information. The Commission found the proposed plan for the physical fitness facility, and wall signs to be acceptable and directed staff to prepare a resolution recommending approval of the application as presented.

On August 15, 2023, the Plan Commission adopted, by a vote of 7-0 (two members absent), the attached Resolution No. 23-PC-12 recommending approval of the special permit. The staff reports from both meetings and minutes from the August 1 public hearing are included for reference. The minutes from August 15 meeting are not available at this time.

Consistent with the policies endorsed by the Board that a unanimous recommendation from the Plan Commission be placed on the Board of Trustees consent agenda, the proposed ordinance approving the special permit has been placed on the consent agenda of the September 12, 2023 meeting.

Staff and the Applicant will be present at the meeting in the event there are any questions.

Ordinance (ID # 6817)

An Ordinance Granting a Special Permit for Physical Fitness Facility; Wall Signs in Excess of the District Height Limit of 20 Feet; and Major Variation for One Wall Sign to Exceed Sign Area Limit in the C-2 District (4125 Dundee Road – Vasa Fitness) (Docket No. PCD-23-06)

Passed by the Board of Trustees, 9/12/2023
Printed and Published 9/13/2023

Printed and Published in Pamphlet Form
by Authority of the
President and Board of Trustees
VILLAGE OF NORTHBROOK
COOK COUNTY, ILLINOIS

I hereby certify that this document was properly published on the date stated above.

_____
Village Clerk

Ordinance (ID # 6817)

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Granting a Special Permit for Physical Fitness Facility; Wall Signs in Excess of the District Height Limit of 20 Feet; and Major Variation for One Wall Sign to Exceed Sign Area Limit in the C-2 District (4125 Dundee Road – Vasa Fitness) (Docket No. PCD-23-06)

shall be, and is hereby, adopted as follows:

Section 1. BACKGROUND.

Fitness Group of Northbrook, LLC d/b/a Vasa Fitness ("***Applicant***") is the potential lessee of a portion of the property (4125 Dundee Road) commonly known as Sanders Court Shopping Center at 4105-4195 Dundee Road ("***Subject Property***"). The Subject Property is improved with a multi-tenant single story shopping center and is owned by WFC-Lincoln Sanders, LLC ("***Owner***") which has consented to the relief requested by the Applicant. The Applicant desires to operate a physical fitness facility in a tenant space on the Subject Property, in the C-2 Neighborhood Commercial District.

Section 2. DESCRIPTION OF PROPERTY.

The Subject Property is commonly known as Sanders Court Shopping Center at 4105-4195 Dundee Road, which is legally described in ***Exhibit A*** attached to and, by this reference, made a part of this Ordinance. The Property is located within the C-2 Neighborhood Commercial District.

Section 3. PUBLIC MEETINGS & HEARINGS.

A public hearing to consider the Applicant's request for a special permit was duly advertised on July 13, 2023 in the *Northbrook Herald* and was held at the Plan Commission's regular meeting on August 1, 2023. On August 15, 2023, the Plan Commission formally adopted Resolution No. 23-PC-12 recommending approval of the application.

Section 4. SPECIAL PERMIT.

The following special permits shall be granted to the Applicant to construct, maintain, and operate a physical fitness facility on the Subject Property in accordance with and pursuant to Section 11-602 of the Zoning Code and the home rule powers of the Village of Northbrook:

1. Special Permit for Physical Fitness Facility above 2,500 square feet (SIC No. 7991.00) in the C-2 Neighborhood Commercial District; and

2. Special Permit for Wall Signs to exceed the maximum sign height (SIC 9966.00) in the C-2 District).

Section 5. MAJOR VARIATION.

The Subject Property shall be, and is hereby granted a major variation to allow one wall sign area to exceed the maximum 100 square feet in accordance with and pursuant to Section 11-503.1.G of the Zoning Code and the home rule powers of the Village of Northbrook.

Section 6. FAILURE TO COMPLY WITH CONDITIONS.

Upon failure or refusal of the Applicant to comply with any or all of the conditions, restrictions or provisions of this Ordinance, the special permit granted in Section 4 and major variation granted in Section 5 of this Ordinance shall, at the sole discretion of the Village Board of Trustees, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Village Board of Trustees may not so revoke the special permit unless it shall first provide the Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Board of Trustees. In the event of revocation, the development and use of the Subject Property shall be governed solely by the regulations of the C-2 Neighborhood Commercial District, as the same may, from time to time, be amended. Further, in the event of such revocation of the special permit, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances. The Applicant acknowledges that public notices and hearings have been held with respect to the adoption of this Ordinance, has considered the possibility of the revocation provided for in this Section, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to the Applicant or its successor required by this Section is given.

Section 7. AMENDMENT TO SPECIAL PERMIT.

Any amendment to the special permit granted by this Ordinance that may be requested by the Applicant after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Code.

Section 8. BINDING EFFECT; NON-TRANSFERABILITY.

The privileges, obligations, and provisions of each and every Section of this Ordinance, are for the sole benefit of, and shall be binding on, the Applicant, except as otherwise expressly provided in this Ordinance. Nothing in this Ordinance shall be deemed to allow this Ordinance to be transferred to any person or entity unless and until (a) such person or entity ("***Transferee***") executes and files with the Village Clerk an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance in a form acceptable to the Village Manager and (b) the Board of Trustees has approved such transfer by resolution duly adopted.

Section 9. EFFECTIVE DATE.

A. This Ordinance shall be effective only upon the occurrence of all of the following events:

i. passage by the Board of Trustees of the Village of Northbrook by a majority vote in the manner required by law;

ii. publication in pamphlet form in the manner required by law;

iii. the filing by the Applicant and the Owner with the Village Clerk of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. Said unconditional agreement and consent shall be in the form of ***Exhibit B***, attached to and made a part of this Ordinance by this reference; and

iv. recordation of this Ordinance, together with such exhibits as the Village

Clerk shall deem appropriate for recordation, with the Cook County Clerk's Office. The Applicant shall bear the full cost of such recordation.

B. In the event that the Applicant does not file with the Village Clerk a fully executed copy of the unconditional agreement and consent referenced in Paragraph 9.A.iii of this Ordinance within 90 days after the date of passage of this Ordinance by the President and Board of Trustees, the corporate authorities shall have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

Scheduled: 9/12/2023

ATTEST:

_____
Village President

_____
Village Clerk

Attachment: 4125 Dundee - Ordinance Exhibits A-B (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

EXHIBIT A

Legal Description of Property

PARCEL 1: LOT 1 IN SANDERS COURT SUBDIVISION, BEING A SUBDIVISION IN THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL 2: THAT PART OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE INTERSECTION OF THE SOUTH LINE OF THE NORTH 8 RODS OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7, AFORESAID, WITH THE WEST LINE OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 7; THENCE EAST ALONG THE THE SOUTH LINE OF THE NORTH 8 RODS AFORESAID, 150.00 FEET; THENCE SOUTH PARALLEL WITH THE WEST LINE OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7 AFORESAID, 40.00 FEET; THENCE EAST PARALLEL WITH THE SOUTH LINE OF THE NORTH 8 RODS AFORESAID 118.00 FEET; THENCE SOUTH ALONG A LINE PARALLEL WITH THE WEST LINE OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7 AFORESAID, 29.00 FEET; THENCE WEST PARALLEL WITH THE SOUTH LINE OF THE NORTH 8 RODS AFORESAID 268.00 FEET TO THE WEST LINE OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 7; THENCE NORTH ALONG SAID WEST LINE 69.00 FEET TO THE POINT OF BEGINNING, IN COOK COUNTY, ILLINOIS.

PARCEL 3: LOT 2 IN SANDERS COURT SUBDIVISION, BEING A SUBDIVISION IN THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL 4: THAT PART OF THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF LOT 2 IN SANDERS COURT SUBDIVISION AFORESAID; THENCE WEST ALONG THE SOUTH LINE OF LOT 2 TO THE SOUTHWEST CORNER THEREOF; THENCE SOUTH ALONG THE SOUTHERLY EXTENSION OF THE WEST LINE OF LOT 2 AFORESAID, 40.00 FEET; THENCE EAST PARALLEL WITH THE SOUTH LINE OF LOT 2 AFORESAID, 221.78 FEET TO A POINT IN THE WESTERLY LINE OF SANDERS ROAD; THENCE NORTHWESTERLY ALONG SAID WESTERLY LINE 40.33 FEET TO THE POINT OF BEGINNING, IN COOK COUNTY, ILLINOIS

PARCEL 5: THAT PART OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT A POINT IN THE NORTH LINE OF THE NORTHWEST QUARTER OF SECTION 7 AFORESAID, 1152.00 FEET EAST OF THE NORTHWEST CORNER THEREOF; THENCE SOUTH 90° WEST ALONG THE NORTH LINE OF SAID NORTHWEST QUARTER FOR A DISTANCE OF 267.79 FEET TO A POINT 452.59 FEET WEST OF THE NORTHEAST CORNER OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7 AFORESAID; THENCE SOUTH 00° 20’ 00” WEST 679.30 FEET; THENCE NORTH 88° 20’ 00” EAST 177.00 FEET TO A LINE 674.14 FEET SOUTH OF AND PARALLEL WITH THE NORTH LINE IF SECTION 7 AFORESAID, (SAID 674.14 FEET BEING MEASURED ALONG THE WEST LINE OF

THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7 AFORESAID) THENCE NORTH 90° EAST ALONG SAID PARALLEL LINE 715.51 FEET TO THE WESTERLY LINE OF SANDERS ROAD; THENCE NORTH 07° 19' 12" WEST ALONG SAID WESTERLY LINE 546.59 FEET TO A LINE 2 CHAINS SOUTH OF AND PARALLEL WITH THE NORTH LINE OF THE NORTHWEST QUARTER OF SECTION 7 AFORESAID; THENCE NORTH 90° WEST ALONG SAID PARALLEL LINE 366.54 FEET TO A POINT IN THE WEST LINE OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7 AFORESAID; THENCE NORTH 00° 08' 40" EAST ALONG SAID WEST LINE 82.0 FEET TO A POINT IN THE SOUTH LINE OF DUNDEE ROAD, AS DESCRIBED IN CONDEMNATION CASE 69 L 18272; THENCE NORTH 90° WEST ALONG SAID SOUTH LINE 184.77 FEET TO A LINE PARALLEL WITH THE WEST LINE OF THE NORTHWEST QUARTER OF SECTION 7 AFORESAID AND DRAWN THROUGH THE POINT OF THE BEGINNING; THENCE NORTHERLY ALONG SAID PARALLEL LINE 50.0 FEET TO THE PLACE OF BEGINNING (EXCEPT THAT PART CONDEMNED FOR NORTHERN ILLINOIS TOLL HIGHWAY AS PER SUPERIOR COURT OF COOK COUNTY, ILLINOIS CASE #56 S 139) ALSO (EXCEPT THAT PART DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE WEST LINE OF SAID NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 7, A DISTANCE OF 2 CHAINS SOUTH OF THE NORTHWEST CORNER OF SAID NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 7; THENCE SOUTH ALONG THE WEST LINE OF SAID NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7, A DISTANCE OF 2.31 CHAINS, THENCE EAST OF PARALLEL TO THE NORTH LINE OF SAID SECTION 7 TO THE WESTERLY LINE OF SANDERS ROAD (FORMERLY KNOWN AS WAUKEGAN ROAD); THENCE NORTHERLY ALONG THE WESTERLY LINE OF SANDERS ROAD TO A POINT ON THE WESTERLY LINE OF SAID ROAD, WHICH IS 2 CHAINS SOUTH OF THE NORTH LINE OF SAID SECTION 7; THENCE WEST ALONG A LINE 2 CHAINS SOUTH OF AND PARALLEL TO THE NORTH LINE OF SAID SECTION 7 TO THE POINT OF BEGINNING, IN COOK COUNTY, ILLINOIS).

PARCEL 6: THAT PART OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE WEST LINE OF SAID NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 7, A DISTANCE OF 2 CHAINS SOUTH OF THE NORTHWEST CORNER OF SAID NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 7; THENCE SOUTH ALONG THE WEST LINE OF SAID NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7, A DISTANCE OF 2.31 CHAINS; THENCE EAST PARALLEL TO THE NORTH LINE OF SAID SECTION 7 TO THE WESTERLY LINE OF SANDERS ROAD (FORMERLY KNOWN AS WAUKEGAN ROAD); THENCE NORTHERLY ALONG THE WESTERLY LINE OF SANDERS ROAD TO A POINT ON THE WESTERLY LINE OF SAID ROAD WHICH IS 2 CHAINS SOUTH OF THE NORTH LINE OF SAID SECTION 7; THENCE WEST ALONG A LINE 2 CHAINS SOUTH OF THE NORTH LINE OF SAID SECTION 7; THENCE WEST ALONG A LINE 2 CHAINS SOUTH OF AND PARALLEL TO THE NORTH LINE OF SAID SECTION 7 TO THE POINT OF BEGINNING (EXCEPT THAT PART DESCRIBED AS FOLLOWS: BEGINNING AT THE INTERSECTION OF THE SOUTH LINE OF THE NORTH 8 RODS OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7, AFORESAID, WITH THE WEST LINE OF THE NORTHEAST QUARTER OF THE NORTHWEST CORNER OF SAID SECTION 7; THENCE EAST ALONG THE SOUTH LINE OF THE NORTH 8 RODS AFORESAID, 150.00 FEET; THENCE SOUTH PARALLEL WITH THE WEST LINE OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7 AFORESAID 40.00 FEET; THENCE EAST PARALLEL WITH THE SOUTH LINE OF THE NORTH 8 RODS AFORESAID, 118.00 FEET; THENCE SOUTH ALONG A LINE PARALLEL WITH THE WEST LINE OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7 AFORESAID 29.00 FEET; THENCE WEST PARALLEL

Attachment: 4125 Dundee - Ordinance Exhibits A-B (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

WITH THE SOUTH LINE OF THE NORTH 8 RODS AFORESAID 268.00 FEET TO THE WEST LINE OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 7; THENCE NORTH ALONG SAID WEST LINE 69.00 FEET TO THE POINT OF BEGINNING, IN COOK COUNTY, ILLINOIS) AND (EXCEPT THAT PART DESCRIBED AS FOLLOWS: BEGINNING AT HE SOUTHEAST CORNER OF LOT 2 IN SANDERS COURT SUBDIVISION AFORESAID, THENCE WEST ALONG THE SOUTH LINE OF LOT 2 TO THE SOUTHWEST CORNER THEREOF; THENCE SOUTH ALONG THE SOUTHERLY EXTENSION OF THE WEST LINE OF LOT 2 AFORESAID, 40.00 FEET; THENCE EAST PARALLEL WITH THE SOUTH LINE OF LOT 2 AFORESAID, 221.78 FEET TO A POINT IN THE WESTERLY LINE OF SANDERS ROAD; THENCE NORTHWESTERLY ALONG SAID WESTERLY LINE, 40.33 FEET TO THE POINT OF BEGINNING) IN COOK COUNTY, ILLINOIS.

Commonly known as 4105-4195 Dundee Road

P.I.N.s: 04-07-100-017-0000, 04-07-100-018-0000, 04-07-100-016-0000, 04-07-100-019-0000, 04-07-100-020-0000

Attachment: 4125 Dundee - Ordinance Exhibits A-B (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

EXHIBIT B

Unconditional Agreement and Consent of Applicant and Owner

TO: The Village of Northbrook, Illinois (***"Village"***):

WHEREAS, Fitness Group of Northbrook, LLC d/b/a Vasa Fitness ("***Applicant***") is potential lessee of a portion of the property (4125 Dundee Road) commonly known as Sanders Court Shopping Center at 4105-4195 Dundee Road ("***Subject Property***"); and

WHEREAS, WFC-Lincoln Sanders, LLC ("***Owner***") is the owner of the Subject Property; and

WHEREAS, the Applicant desires to operate a physical fitness facility on the Subject Property; and

WHEREAS, the Subject Property is located within the within the C-2 Neighborhood Commercial District, in which physical fitness facility (above 2,500 square feet) are allowed only as a special permit use; and

WHEREAS, the Applicant has applied for a special permit to allow the operation of a physical fitness facility on the Subject Property and the Owner has consented to the application; and

WHEREAS, Ordinance No. 23-__, adopted by the President and Board of Trustees of the Village of Northbrook on _____, 2023 ("***Ordinance***"), grants approval of such special permit, for the benefit of Applicant; and

WHEREAS, Applicant desires to evidence to the Village its unconditional agreement and consent to accept and abide by each of the terms, conditions, and limitations set forth in said Ordinance, and the Owner desires to evidence its consent to recording the Ordinance against the Property;

NOW, THEREFORE, Applicant and the Owner do hereby agree and covenant as follows:

1. Applicant shall, and does hereby unconditionally agree to, accept, consent to and abide by all of the terms, conditions, restrictions, and provisions of that certain Ordinance No. 23-__, adopted by the Village Board of Trustees on _____, 2023.

2. Applicant acknowledges and agrees that the Village is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's review and approval of any plans for the Subject Property, or the issuance of any permits for the use and development of the Subject Property, and that the Village's review and approval of any such plans and issuance of any such permits does not, and shall not, in any way, be deemed to insure Applicant against damage or injury of any kind and at any time.

3. Applicant acknowledges that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to Applicant required by Section 6 of the Ordinance is given.

Attachment: 4125 Dundee - Ordinance Exhibits A-B (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

4. Applicant agrees to and does hereby hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with (a) the Village's review and approval of any plans and issuance of any permits, (b) the procedures followed in connection with the adoption of the Ordinance, (c) the development, construction, maintenance, and use of the Property, and (d) the performance by Applicant of their obligations under this Unconditional Consent and Agreement.

5. Applicant shall, and does hereby agree to, pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Consent and Agreement. These expenses shall include all out-of-pocket expenses, such as attorneys' and experts' fees, and shall also include the reasonable value of any services rendered by any employees of the Village.

6. Owner warrants and represents to the Village that it owns fee simple title to the Property and consents to the recording of the Ordinance against the Property.

ATTEST:

FITNESS GROUP OF NORTHBROOK, LLC, an Illinois limited liability company

By:_____
Its:_____

SUBSCRIBED and **SWORN** to
before me this _____ day of
_____, 2023.

_____
Notary Public

ATTEST:

WFC LINCOLN SANDERS, LLC, a Delaware limited liability company

By: Westwood Financial Corporation, a Delaware Corporation

Its: Manager
By:_____
(signature)
By:_____
(print)

SUBSCRIBED and **SWORN** to
before me this _____ day of
_____, 2023.

_____
Notary Public

Attachment: 4125 Dundee - Ordinance Exhibits A-B (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

Attachment: 4125 Dundee - PC Resolution, Minutes, Staff Reports (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special

APPROVED
RESOLUTION NO. 23-PC-12

VILLAGE OF NORTHBROOK PLAN COMMISSION
DOCKET NO. PCD-23-06
(4125 DUNDEE ROAD – VASA FITNESS)

WHEREAS, an application has been filed by Fitness Group of Northbrook, LLC d/b/a Vasa Fitness (the "Applicant") as potential lessee of a portion of the property (4125 Dundee Road) commonly known as Sanders Court Shopping Center at 4105-4195 Dundee Road (the "Subject Property"), which is owned by WFC Lincoln Sanders, LLC (the "Owner"), and

WHEREAS, the Applicant has filed an application (Docket No. PCD-23-06) with the Village of Northbrook requesting:

A. Special Permit for Physical Fitness Facility above 2,500 square feet (SIC No. 7991.00) in the C-2 Neighborhood Commercial District;
B. Special Permit for Wall Signs to exceed the maximum sign height (SIC 9966.00) in the C-2 District;
C. Major Variation to allow one wall sign area to exceed the maximum 100 square feet in the C-2 District;
D. Approval of any other such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

WHEREAS, the Subject Property is designated as appropriate for Community Retail uses in the Village of Northbrook Comprehensive Plan; and

WHEREAS, a public notice for this docket was duly published on July 13, 2023 in the *Northbrook Herald* and a public hearing was held at the Plan Commission's regular meetings on August 1, 2023; and

WHEREAS, the Applicant has submitted evidence that a sign was properly posted on the Subject Property, indicating the time and date of the Commission hearings, and that all property owners within 250 feet of the Subject Property were notified of the Commission hearing by certified mail; and

WHEREAS, the Plan Commission has considered all the evidence presented to it, including, but not limited to, the following:

1. Village of Northbrook Plan Commission Application form & attachments received June 6, 2023, and all subsequent additions and revisions to these application materials and attachments.
2. Comments made by the Board of Trustees during its review of the preliminary application regarding this request.
3. All written and oral testimony concerning the application.

NOW, THEREFORE, BE IT RESOLVED by the Plan Commission of the Village of Northbrook, Cook County, Illinois, THAT:

1. Findings:

A. Comprehensive Plan Compliance. The Northbrook Plan Commission does hereby find that with respect to Docket No. PCD-23-06 the proposed application is in general compliance with the Northbrook Comprehensive Plan, and specifically in compliance with the Future Land Use Map.

B. Special Permit. With respect to Docket No. PCD-23-06A/B, the Plan Commission does hereby find that the Special Permit standards established in Paragraph 11-602 E1 of the Zoning Code, for the proposed physical fitness facility (SIC No. 7991.00) and wall signs exceeding the maximum sign height (SIC No. 9966.00) in the C-2 District (collectively the "Facility"), are satisfied as follows:

1) The Facility will be in harmony with the general and specific purposes for which this Code was enacted and for which the regulations of the C-2 Neighborhood Commercial District were adopted, and with the general purpose and intent of the Official Comprehensive Plan.

2) The Facility will not have a substantial or undue adverse effect upon adjacent property, the character of the area or the public health, safety and general welfare.

3) The Facility will be arranged and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property.

4) The Facility will be served adequately by essential public facilities and services.

5) The Facility will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets.

6) The Facility will not result in the destruction, loss or damage of natural, scenic or historic features of significant importance.

7) The Facility complies with all additional standards imposed on it by the particular provisions of the Zoning Code authorizing such use.

C. Major Variation. With respect to Docket No. PCD-23-06C, a request to allow one wall sign area to exceed the maximum 100 square feet in the C-2 District, the Plan Commission finds that the requested major variation **is consistent** with the standards for major variations established in Subsection 11-503.1.G of the Zoning Code.

D. Other Relief. With respect to Docket No. PCD-23-06D, the Plan Commission does hereby find that no other relief is necessary.

2. Recommendations: The Northbrook Plan Commission does hereby recommend to the President and Board of Trustees of the Village of Northbrook **approval** of Docket No. PCD-23-06 based on the findings established herein, subject to the following conditions:

A. Special Permit. A special permit for an Physical Fitness Facility above 2,500 square feet (SIC No. 7991.00) and Wall Signs to exceed the maximum sign height (SIC 9966.00) shall be issued to the Applicant for the Subject Property.

B. Variations. The requested major variation to allow one wall sign area to exceed the maximum 100 square feet in the C-2 District shall be granted.

ADOPTED THIS 15th day of August 2023.

AYES: (7) DeBartolo, Sandler, Morgen, Schwager, Torf, Walden, Elisco

NAYS: (0)

Attachment: 4125 Dundee - PC Resolution, Minutes, Staff Reports (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special

Resolution No. 23-PC-12
Docket No. PCD-23-06 – 4125 Dundee Road

ABSENT: (2) Halperin, Melnick

ABSTAIN: (0)

__/s/ Steven Elisco _____
Steven Elisco, Chairman
Northbrook Plan Commission

ATTEST:
_/s/ Jonathan Mendel_____
Jonathan Mendel, Director
Development and Planning Services

Attachment: 4125 Dundee - PC Resolution, Minutes, Staff Reports (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special

Plan Commission

Plan Commission

~ Minutes ~

1225 Cedar Lane
Northbrook, IL 60062
www.northbrook.il.us

Debbie Ford
(847) 664-4013

Tuesday, August 1, 2023 7:30 PM Sandra "Sandy" Frum Board Room

1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Steven Elisco	Chairperson	Present	
Jeff Sandler	Commissioner	Present	
Jeremy Melnick	Commissioner	Absent	
Mark DeBartolo	Commissioner	Present	
Allen Morgen	Commissioner	Absent	
Amy Torf	Commissioner	Present	
Eric Schwager	Commissioner	Present	
Ken Walden	Commissioner	Present	
Keri Halperin	Commissioner	Present	
Swati Pandey	Planner	Present	
Michaela Kohlstedt	Deputy Director	Present	
Jonathan Mendel	Director	Present	
Caitlyn Culbertson	Village Attorney	Present	

6. REVIEW OF NEW APPLICATIONS

B. **DOCKET NO. PCD-23-06: 4125 DUNDEE ROAD - VASA FITNESS (First Public Hearing). An application filed by Fitness Group of Northbrook, LLC d/b/a Vasa Fitness as potential lessee of a portion of the property (4125 Dundee Road) commonly known as Sanders Court Shopping Center at 4105-4195 Dundee Road, which is owned by WFC Lincoln Sanders, LLC for the purposes of: (A) Special Permit for Physical Fitness Facility above 2,500 square feet (SIC No. 7991.00) in the C-2 Neighborhood Commercial District; (B) Special Permit for Wall Signs to exceed the maximum sign height (SIC 9966.00) in the C-2 District; (C) Major Variation to allow one wall sign area to exceed the maximum 100 square feet in the C-2 district; (D) Approval of any other such variations, waivers, and zoning relief as may be necessary.**

Senior Planner Swati Pandey discussed an application submitted by Vasa Fitness, for the property located at 4125 Dundee Road (Sander's Court Shopping Center). The applicant is requesting zoning relief to allow a physical fitness center facility above 2,500 square feet in the C-2 Neighborhood Commercial District. The property is zoned C-2 Neighborhood Commercial; and the Comprehensive Plan's Future Land Use designation is Community Retail uses. She provided a brief overview of the following: site/floor plan, amenities, operation hours, wall signs (special permit request), and parking. She noted the requested relief/primary issues the Plan Commission should consider.

Layne Nordquist, Head of Operations, Vasa Fitness, 6225 S. Millbrook Way, Aurora, CO 80016, spoke on the organizations mission and branding standards. The proposed signage size is incompliance

Attachment: 4125 Dundee - PC Resolution, Minutes, Staff Reports (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special

with the corporate branding standards, including locations elsewhere in Illinois. Furthermore, he explained midnight operations accommodate members of the public who work night shifts.

Chairman Elisco opened public comment.

Mark, 4114 Bristol Court, spoke in support of the application. He requested the applicant hire night security and follow Northbrook's construction hours. Furthermore, he asked what the loading dock will be used for.

Mr. Nordquist commented the facilities have security cameras and leadership is on-site; security is not needed. Furthermore, the facility will be utilizing the loading dock to take out trash; rarely receives shipments. The facility will comply with Northbrook's construction hours.

Ms. Pandey confirmed the Village has not received any comments from the public.

Commissioner Halperin noted other businesses in the area are open till midnight.

Commissioner Sandler confirmed the Police and Fire Department expressed no concerns.

Commissioner DeBartolo made a motion to close the public hearing; seconded by Commissioner Halperin. On roll call vote, all were in favor. (7 Yes Votes, 0 No Votes)

Commissioner DeBartolo favors the proposed use and special permit request. He expressed concern regarding the major variation. Furthermore, he will be voting in favor of the request.

Commissioner Schwager favors the application.

Commissioner Halperin favors the application. The new business will generate revenue for the Village.

Commissioner Sandler favors the application.

Commissioner Torf favors the application

Commissioner Walden favors the application. He cited the major variation standards and questioned if the Commission is not being cautious of the Village standards.

Chairman Elisco spoke on the importance of revising the signage regulations. Furthermore, he favors the requested relief and wall signage.

Commissioner Sandler made a motion to prepare a resolution approving Docket No. PCD-23-06, 4125 Dundee Road - Vasa Fitness; seconded by Commissioner Torf. On roll call vote, all were in favor. (7 Yes Votes, 0 No Votes).

Attachment: 4125 Dundee - PC Resolution, Minutes, Staff Reports (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special

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DEVELOPMENT & PLANNING SERVICES DEPARTMENT

Attachment: 4125 Dundee - PC Resolution, Minutes, Staff Reports (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special

MEMORANDUM

To: Plan Commission
From: Swati Pandey, Senior Planner
CC: Michaela Kohlstedt, Deputy Director
Date: August 1, 2023
Subject: PCD-23-06: 4125 Dundee Road – Vasa Fitness

INTRODUCTION

On August 1, 2023 the Plan Commission will conduct the first public hearing on an application filed by Fitness Group of Northbrook, LLC d/b/a Vasa Fitness (collectively the "Applicant") as potential lessee of a portion of the property (4125 Dundee Road) commonly known as Sanders Court Shopping Center at 4105-4195 Dundee Road (the "Subject Property"), which is owned by WFC Lincoln Sanders, LLC (the "Owner"), for the purpose of authorizing the following zoning relief:

A. Special Permit for Physical Fitness Facility above 2,500 square feet (SIC No. 7991.00) in the C-2 Neighborhood Commercial District;

B. Special Permit for Wall Signs to exceed the maximum sign height (SIC 9966.00) in the C-2 District;

C. Major Variation to allow one wall sign area to exceed the maximum 100 square feet in the C-2 District;

D. Approval of any other such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

A sign has been posted on the Subject Property indicating the time and date of the Plan Commission public hearing. The Applicant has submitted evidence that the mailed notice requirements of the Zoning Code have been satisfied. The Plan Commission hearing was properly noticed in the July 13, 2023 edition of the *Northbrook Herald*. To date staff has not received any public comments on the application.

PROPERTY DESCRIPTION

The Subject Property:

- is zoned C-2 Neighborhood Commercial;
- is located in the shopping center on the southwest corner of Dundee Road and Sanders Road;
- contains a multi-tenant shopping center;
- is surrounded by:
    - North: R-6 Multi-Family Residential and C-2 Neighborhood Commercial; townhomes and Chase Bank
    - East: C-2 Neighborhood Commercial; shopping center
    - South: R-4 Single Family Residential
    - West: R-4 Single Family Residential
- is designated as appropriate for Community Retail uses in the Comprehensive Plan;
- is not located within the 100-year flood plain;

- is not located within a stormwater project area as identified in the Master Stormwater Management Plan;
- The Village's Bicycle and Pedestrian Plan identifies the intersection of Dundee and Sanders as a recommended spot for an intersection improvement, and the street located to the west of the shopping center is identified as appropriate for a potential Bicycle Boulevard which is a street that is more bicycle friendly through methods such as signage and bump-outs on the street itself. Dundee Road is also identified as appropriate for a future sidepath.

BACKGROUND INFORMATION

- The Subject Property is a single-story multi-tenant shopping center with a common parking lot.
- The tenant space is a former Dominick's grocery store which has been vacant for several years. The center includes several major tenants such as Bank of America, Weight Watchers, restaurant, salon, dance studio, etc. In 2019, Culvers was granted approval for a special permit for an accessory drive-through and site plan approval in the outlot of Sanders Court Shopping Center site and earlier this year Noggin Builders has received special permit approval to occupy a space for educational services above 2,500 square feet.

Preliminary Review

On May 23, 2023, the Board of Trustees conducted a preliminary review of the request for a special permit for physical fitness facility on the Subject Property. The majority of the Board found the request to be generally appropriate. Some members of the Board asked additional questions and requested further review of issues such as late hours of operation, parking, and compliance with the Climate Action Plan.

The details of the plan submitted with the formal application are generally similar to the one presented to the Board with the exception of the main facade wall sign area, which has increased in size.

An excerpt of the Board of Trustees minutes is attached for reference, and the meeting can be viewed on the Village website as well to hear the full commentary from the Trustees. The following is a table of the comments made by members of the Board of Trustees:

Trustee	Title	Status	Comments
Kathryn Ciesla	Village President	Present	In favor of the application
Bob Israel	Trustee	Present	In favor of the application. The sign should be by special permit.
Muriel Collison	Trustee	Present	Physical Fitness facility is acceptable use. No concerns regarding proposed signage, parking or traffic. Concerns about late hours of operation; would like to know the hours of different fitness centers in area; would like to know if there are any Police concerns. CAP recommendations must be included.
Heather Ross	Trustee	Present	In favor of the application. No concerns regarding midnight operations.
Johannah Hebl	Trustee	Present	In favor of the application. No concerns regarding parking. Requested information regarding peak hours operations. Signage by special permit.
Dan Pepoon	Trustee	Present	In favor of the application. Special Permit should align with lease agreement. No concerns regarding wall sign. Parking should be evaluated further.
Joy Ebhomielen	Trustee	Present	In favor of the application. Concerns about the compatibility of proposed signs with the rest of the shopping center.

Attachment: 4125 Dundee - PC Resolution, Minutes, Staff Reports (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special

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Staff Review

Prior to scheduling a public hearing the application underwent the standard review process and was reviewed by the following departments/entities:

- Development and Planning Services (Planning & Zoning)
- Sustainability
- Fire
- Police

There were no significant comments from any of the reviewers, and they all approved the application upon review. It should be noted that there were some additional zoning and sustainability questions raised and asked of the Applicant. Included with the material submitted by the Applicant are the responses to those questions. Police did not have any comments regarding late hours of operation and approved the application as well.

Compliance with Village Plans

The Subject Property is in compliance with the Comprehensive Plan. There is only one existing Village Plan applicable to the Subject Property (Bicycle and Pedestrian Plan). The Village's Bicycle and Pedestrian Plan is applicable and as noted earlier in this memo, a sidepath is proposed as appropriate adjacent to Dundee Road. The plan identifies the sidepath as a higher priority in implementation plan.



Figure 1: Sander's Court Layout Plan

PROPOSED PROJECT

- Vasa Fitness is a national health club operator with 51 locations across several states. They are proposing to occupy approximately 50,000 square feet of tenant space within multi-tenant shopping center building at Sanders Court. The proposed use will be a physical fitness facility with fitness equipment, group fitness classes, and other amenities. The proposed use requires a special permit when the space exceeds 2,500 square feet in the C-2 Neighborhood Commercial District. The attached narrative from the Applicant provides a detailed description of the proposed use, along with their branding deck which includes pictures of their amenities.
- The facility shall offer several amenities, including a large free weights area, cardio deck, two functional training turf areas, yoga studio, personal training area, group fitness classes, massage lounge, basketball court, steam room, sauna, and child care services (all services are for members only). The age group for child care services would be 6 weeks to 11 years in a restricted area. The minimum age for membership to the facility will be 12 years. Any members between the age of 12 – 18 years will have to be accompanied by an adult in the facility.
- There will be no outdoor activity, or special events hosted by the tenant.
- The proposed hours of operation are 5:00am – Midnight; seven days a week.
- The facility will be staffed by a total of 50 employees, with a maximum of 15 employees present in the facility within peak hours.
- The Applicant is proposing exterior façade changes to the tenant space of the building. The improvements will be made based on the corporate design and colors of the business. The exterior improvements would include paint and recladding of a portion of the existing facade to enhance the entry area. A vertical tower element will be added to the building with a logo. The Applicant has submitted an elevation plan and colored rendering of the proposed changes.
- As part of the renovations, new roof-top mechanical units will be mounted, and the Applicant has shown on the elevation plan that corrugated metal screen will provide screening for the roof-top mechanical units. The units will be screened with the parapet wall on the front facade. The elevation plan also shows that there will be a bike rack and a trash receptacle installed near the front facade. The modifications for exterior and to the interior tenant space to accommodate the use will require a building permit.
- The Applicant has identified a loading space in compliance with the requirements of the Zoning Code and has also shown the location of an existing trash enclosure which will exclusively serve the new tenant. The site plans with the details are attached.
- There are 600 parking spaces on the Subject Property, on the shared parking lot for the shopping center, the vacant retail building (located on Dundee Road), and Culvers. The parking requirement is 1 per 250 square feet of the shopping center plus 1 per 200 of net floor area for Physical Fitness Facility exceeding 10%. The Property Owner has submitted detailed current tenant data for the Subject Property for a parking analysis for the entire shopping center. The total required parking including the new proposed physical fitness tenant is 597 spaces. Parking will be in compliance for the proposed use.
- Signage:
    - The Applicant has submitted sign plans which show wall signs for the proposed business. The wall signs must individually comply with the minimum sign area and sign height limit of the Zoning Code. All wall signs comply with the sign area requirement except for the main entrance wall sign – “Vasa Fitness”. The maximum permitted sign area is 100 square feet and the Applicant is proposing an approximately 519 square-foot sign. A major variation would be required to exceed the sign area limit in the C-2 district.
    - The wall signs would be vinyl face halo-lit channel letters, flush mounted on the facade, with the exception of the logo on the tower, which will be on a backer panel.
    - Also, wall signs which exceed the minimum sign height limit of 20 feet requires a special permit in the C-2 district. As requested, <u>all</u> wall signs proposed on the front facade will

Attachment: 4125 Dundee - PC Resolution, Minutes, Staff Reports (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special

require a special permit approval, with a minimum sign height of 28'10" and a maximum sign height of 37' for the logo.

- There are two existing pole signs located on each Dundee and Sanders right-of-way. A new tenant panel for the physical fitness facility, noting the name and logo will be mounted on the existing structure.



Figure 2: Proposed Front Facade for Vasa Fitness

ZONING RELIEF

Special Permit

Two special permits are requested through this application as listed below:

A. Special Permit for Physical Fitness Facility above 2,500 square feet (SIC No. 7991.00) in the C-2 Neighborhood Commercial District;

B. Special Permit for Wall Signs to exceed the maximum sign height (SIC 9966.00) in the C-2 District;

The Plan Commission and Board of Trustees must consider the general standards for special permits established in Paragraph 11-602 E1 of the Zoning Code when deciding whether to grant the requested special permit. These standards include the following:

1) Is the proposal in compliance with the Zoning Code and Official Comprehensive Plan?
2) Will there be any adverse impact upon adjacent properties?
3) Will the proposed use interfere with the orderly development of adjacent properties?
4) Are there adequate public facilities to serve the development?
5) Will the use cause undue traffic congestion?
6) Will the development cause loss of significant environmental or historical features?
7) Will the use comply with other applicable Village standards?

The specifics for each of these special permits, as they relate to the above listed standards, is discussed below:

Physical Fitness Facility:

Of the special permit standards, items 2, and 5 are particularly relevant to this application. The Applicant has included a statement of justification with their application materials addressing the above items. This information is attached to this report with the additional material submitted by the Applicant for review. Primarily, the Applicant has stated that their use complies with the Community Retail land use requirements per the Comprehensive Plan. The use would be occupying an existing building and would not have major impact on traffic and other services.

Wall Signs Above 20'

Several of the above criteria are of particular importance in considering whether or not a special permit should be granted for the proposed use, specifically standards 2 & 3. The Applicant has included a statement of justification with their application addressing the above points.

Attachment: 4125 Dundee - PC Resolution, Minutes, Staff Reports (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special

In reviewing a special permit request to allow a wall sign in excess of the sign height limitation the two major issues for the Commission to consider are:

(1) the general placement of the signs on the wall face and

(2) the visual impact the higher signs may have on adjacent uses, particularly residential uses.

In this case, the signs will be mounted on the north facade, facing the parking lot and the commercial and multi-family residential across the Dundee right-of-way. The signs will be approximately 400 feet from the property line along Dundee Road and the signs would be partially obstructed by the retail and Culver's buildings on the Subject Property. The properties across Sanders Road consist of a gas station and a retail shopping center. The proposed wall signs, with the exception of one (discussed below) satisfies all other sign regulations of the C-2 District.

Major Variation

In addition to the above noted relief, the Applicant would also need to secure a major variation to exceed the maximum permitted individual wall sign area of 100 square feet. The Plan Commission and Board of Trustees must consider the general standards for major variations established in Paragraph 11-503.1G of the Zoning Code when deciding whether to grant the requested major variation. These standards include the following:

1) That the major variation is in harmony with the general purpose and intent of this chapter.
2) That the property cannot yield a reasonable return if subject to a strict and literal application of the regulations imposed by this code.
3) There is an unusual hardship in meeting the requirements of this code.
4) The plight of the applicant is due to such unique circumstances that the proposed major variation will not serve as a special privilege, but will alleviate some condition not shared by other property in the same locality and district.
5) That the applicant did not knowingly or deliberately create the unusual hardship from which the petitioner seeks a grant of relief through the proposed major variation.
6) The proposed major variation will not alter the essential character of the locality.
7) The proposed major variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the streets, increase the danger of fire or crime, diminish the value of nearby property, nor impair the public health, safety, comfort, convenience, or general welfare.
8) The major variation represents the minimum deviation from established code standards necessary to accomplish the desired improvement.

The Applicant has included a statement of justification with their application materials addressing the above items. This information is attached to this report with the additional material submitted by the Applicant for review. Primarily, the Applicant has stated that the new tenant is the larger anchor tenant and the main facade sign will be proportional to their tenant space. The Applicant has stated that a smaller sign on the larger facade will cause visibility issues for the anchor tenant.

SUSTAINABILITY

The Village has adopted the Climate Action Plan (CAP), and it is important to reference action items found in the CAP as they relate to development proposals. Tessa Murray, Sustainability Coordinator has drafted the attached Sustainability Addendum to this report, which goes into further detail on CAP items that are relevant to the Subject Property and the proposed plan and details of compliance by the Applicant.

SUMMARY

In reviewing this request, staff suggests the Plan Commission consider the following policy questions:

1) Is the proposed use appropriate on the Subject Property?
2) Is it appropriate to grant a special permit for a Physical Fitness Facility on the Subject Property in the C-2 Neighborhood Commercial District?

Attachment: 4125 Dundee - PC Resolution, Minutes, Staff Reports (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special

a) If so, should there be any operational limitations?

3) Is it appropriate to grant special permit for wall signs in excess of 20' height limitation?

4) Is it appropriate to grant a major variation to allow the total area of individual wall sign to exceed 100 square feet in the C-2 District?

The Applicant and staff will attend the August 1, 2023 Plan Commission meeting to answer any questions.

Attachment: 4125 Dundee - PC Resolution, Minutes, Staff Reports (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special

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DEVELOPMENT & PLANNING SERVICES DEPARTMENT

Attachment: 4125 Dundee - PC Resolution, Minutes, Staff Reports (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special

MEMORANDUM

To: Plan Commission
From: Swati Pandey, Senior Planner
CC: Michaela Kohlstedt, Deputy Director
Date: August 15, 2023
Subject: PCD-23-06: 4125 Dundee Road – Vasa Fitness

INTRODUCTION

On August 15, 2023 the Plan Commission will consider a resolution recommending approval of an application filed by Fitness Group of Northbrook, LLC d/b/a Vasa Fitness (collectively the "Applicant") as potential lessee of a portion of the property (4125 Dundee Road) commonly known as Sanders Court Shopping Center at 4105-4195 Dundee Road (the "Subject Property"), which is owned by WFC Lincoln Sanders, LLC (the "Owner"), the Applicant requires the following relief:

A. Special Permit for Physical Fitness Facility above 2,500 square feet (SIC No. 7991.00) in the C-2 Neighborhood Commercial District;

B. Special Permit for Wall Signs to exceed the maximum sign height (SIC 9966.00) in the C-2 District;

C. Major Variation to allow one wall sign area to exceed the maximum 100 square feet in the C-2 District;

D. Approval of any other such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

The Plan Commission conducted a public hearing on the application during its regular meeting on August 1. Following presentation from staff and the Applicant, the Commission asked questions related to their corporate standards for wall signs; hours of operation; and security. There was one public comment made during the hearing requesting evening security and how the loading dock will be utilized by the Applicant. The Applicant responded to the public comment noting the security protocol for the business, and noted that the loading dock is used infrequently with the business. The Commission closed the public hearing and upon brief discussion stated that they found the proposal acceptable and directed staff to prepare a resolution recommending approval of the application.

The draft resolution is attached to this memo for review. If approved, this would be **Resolution No. 23-PC-12**.

Staff and the Applicant will be present at the August 15, 2023 meeting to answer any questions the Commission may have.

Village of
Northbrook

FORMAL APPLICATION – ZONING & SUBDIVISION RELIEF**

Prior to submitting this formal application, the matter must first be reviewed as a preliminary application by the Village Board of Trustees. If the Board has not yet reviewed your preliminary application, please contact the Department of Development & Planning Services to learn what is required. The following materials are the minimum required for the processing of a formal application by the Village of Northbrook's Plan Commission and Board of Trustees. A public hearing or public meeting for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. If you have questions regarding the completion of this application please contact the Development & Planning Services Department at 847-664-4050.

Applications for zoning relief from the Zoning Board of Appeals must use a different application form.

The initial submittal MUST contain:

- ☐ **8 collated copies of complete sets** of all application materials, including the application form, required attachments, and folded full size plat/plan sheets
- ☐ **1 electronic version (PDF)** of ALL application materials **(refer to application section regarding instructions).**

Applicant Information

Legal Name: Fitness Group of Northbrook, LLC, a Utah limited liability company
Company: VASA Fitness
Address: 6501 E. Belleview Ave.
City, State, Zip: Englewood, CO 80111
Phone No.: 720-384-6555
Email: brett.schell@vasafitness.com

Primary Contact Person

Name: Brett Schell
Company: VASA Fitness
Address: 6501 E. Belleview Ave.
City, State, Zip: Englewood, CO 80111
Phone No.: 720-384-6555
Email: brett.schell@vasafitness.com

Consultants *(as applicable)*

Attorney

Name:
Company:
Address:
City, State, Zip:
Phone No.:
Email:

Architect/Planner

Name: Stephanie Morgenthaler
Company: Farnsworth Group, Inc.
Address: 5613 DTC Boulevard, Suite 1100
City, State, Zip: Greenwood Village, CO 80111
Phone No.: 303-692-8838
Email: smorgenthaler@f-w.com

Civil Engineer

Name:
Company:
Address:
City, State, Zip:
Phone No.:
Email:

Other

Name:
Company:
Address:
City, State, Zip:
Phone No.:
Email:

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

Village of Northbrook
FORMAL ZONING & SUBDIVISION RELIEF APPLICATION

Property Information *(if more than one parcel is involved in the request please include the information for all parcels)*

Site Location/Address: 4125 E Dundee Road

Property Index Numbers: 04-07-100-020-0000

Size of Property: 487,676 (square feet/acres)

Size of Building Space, if applicable: 50,209 (square feet)

Comprehensive Plan Land Use Designation[1]:

Current Zoning: C2

Current Use of the Property: Commercial

Is any portion of the property within the 100-year floodplain?[1] Yes: _____ No: X

Requested Action(s) *(check all that are applicable)*

- ☐ Comprehensive Plan Amendment
- ☐ Annexation (*separate form required*)
- ☐ Rezoning from _____ to _____
- ☒ Special Permit for Fitness Center use
- ☐ Renewal of Special Permit Ord. No. _____
- ☐ Amendment to Existing Special Permit
  Ord. No. _____
- ☐ Site Plan Approval
- ☒ Zoning Code Text Amendment
- ☒ Zoning Variation (in conjunction with other relief) for Building sign height and size
- ☐ Planned Development - Concept Plan
- ☐ Planned Development - Final Plan
- ☐ Subdivision - Tentative Plat
- ☐ Subdivision - Final Plat
- ☐ Subdivision - Variations/Waiver for _____
- ☐ Exception for _____
- ☐ Other _____

☒ Plat of Survey & Parcel Legal Description(s)

Attach the most recent plat of survey of the Subject Property, certified by a registered land surveyor, showing existing lot lines and dimensions, lot area, all easements, all public and private rights-of-way, and all streets across and adjacent to the subject property.

☒ Conformity with Comprehensive Plan

Include a written statement explaining the conformity, or lack of conformity, of the approval being requested to the Village's Official Comprehensive Plan and Official Map. Where the approval being requested does not conform to the Official Comprehensive Plan or Official Map, provide reasons justifying the requested approval.

☒ Surrounding Property Owners Addresses

Please attach the names and mailing addresses of all property owners of record (not tenants) within 250 feet of the property, excluding public rights-of-way, based on current County tax records. See page10 of this document for instructions on how to obtain the addresses.

[1] As found on the Village website www.northbrook.il.us/Government/Departments/Planning/GIS/index.php

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

Site Ownership and Control

Current Property Owner Information

Legal Name: WFC Lincoln Sanders LLC

Primary Contact: Paula Garcia
Address 5500 Greenville Ave., Suite 602
City, State, Zip Dallas, TX 75206
Phone No. 972-284-0922
Email pgarcia@westfin.com

Proposed Property Owner Information

Legal Name:

Primary Contact:
Address
City, State, Zip
Phone No.
Email

Attach a copy of a title policy or deed showing current ownership of the property. If property is held in a trust, also include a certified copy of the trust agreement or a simple affidavit (under oath before a notary) as to who are the beneficiaries of the trust. *(Check which document(s) are attached):*

- ☑ Deed
- ☐ Title Policy or Title Commitment ***(Required for Subdivision Applications & Plats of Consolidation Applications)***
- ☐ Certified Copy of Trust Agreement OR a simple Affidavit Identifying Trust Beneficiaries

☑ **Complete Attachment A, listing all individuals/entities that have a beneficial interest in the legal entity that currently owns the property**

☐ **Complete Attachment B, listing all individuals/entities that have a beneficial interest in the legal entity that is proposed to own the property upon receiving necessary approvals.**

Applicants Involvement with the Property

If the Applicant does not own the property, please also provide documentation showing the applicant's interest in the property *(Check which document is attached. The dollar amounts in documents may be blacked-out)*:

- ☐ Owner (see the previous box)
- ☐ Real Estate Contract
- ☐ Lease
- ☐ Other Lease

☑ **Complete Attachment C, listing all individuals/entities that have a beneficial interest in the legal entity that is the Applicant.**

Additional Required Attachment(s)

Submit all relevant attachments specified in the below worksheet(s) that correspond with your application request(s) selected on page two of this application; the worksheets can be found on the Village of Northbrook website www.northbrook.il.us, as well as in the Community Planning Department in the Village Hall. *(Check all that are applicable)*

- ☐ Comprehensive Plan Amendment Worksheet
- ☐ Annexation Worksheet
- ☐ Rezoning Worksheet
- ☐ Special Permit Worksheet
- ☐ Site Plan Approval Worksheet
- ☐ Zoning Code Text Amendment Worksheet
- ☐ Zoning Variation Worksheet
- ☐ Planned Development Worksheet- Concept Plan
- ☐ Planned Development Worksheet- Final Plan
- ☐ Subdivision Worksheet – Tentative Plat
- ☐ Subdivision Worksheet - Final Plat
- ☐ Subdivision Worksheet - Variations/Waiver
- ☐ Zoning Exception Worksheet
- ☐ Condominium Conversion Worksheet

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

❑ Plat of Consolidation Worksheet

Filing Fees

All applications require payment of a non-refundable fee, as well as additional funds that are held in escrow to off-set anticipated recoverable expenses. Please attach a check with your application and indicate below the amount of the fee submitted. A copy of the fee schedule is attached to the application form.

$ 1,350.00 Amount of Non-Refundable Fee

$ 4,000.00 Amount of Escrow

$ 5,350.00 Total Application Fee (Non-Refundable Fee plus Escrow)

The escrow covers such items as Village attorney time (currently billing at approx. $400.00 per hour), public notice expenses, public meetings ($50.00 per mtg), & staff review time. If these expenses exceed the initial escrow deposit, the applicant is responsible for additional payment to the Village prior to completing approval process. If the expenses are less than the escrow deposit, the applicant will be issued a refund.

Northbrook Ethics Code *(potential conflicts of interest)*

On a separate sheet of paper list the name, address, nature, and extent of any current or potential interest that any Village officer or employee may have in, or with respect to the owner, the applicant, or the property. **If none, check here:** X
(For more information, see Sections 2-71 through 2-85 of the Northbrook Municipal Code located on our website, or pick-up a copy of the Northbrook Ethics Code booklet in the Development & Planning Services Department at the Village Hall)

Repeat Application

Has any other application for this property been submitted to the Village and denied within the last two years?
____ yes X no (check one)
If yes, attach a statement of the grounds justifying reconsideration (See Zoning Code Sec. 11-302).

Applicant/Owner Acknowledgments

By execution of this application in the space provided below, the Applicant and Owner(s) do hereby certify, acknowledge, agree and affirm to the Village of Northbrook that:

1. The Village and its representatives have the right, and are hereby granted permission and license, to enter upon the property, and into any structures located thereon, for purposes of conducting any inspections that may be necessary in connection with this application.

2. I (We) have carefully read this application, the Northbrook Zoning Code and Northbrook Subdivision & Development Code and fully understand the terms and provisions of each.

3. I (We) waive any rights to exemption from disclosure under the Illinois Freedom of Information Act of any and all documents and information submitted in connection with this application.

4. I (We), in accordance with the requirements of the Annual Fee Ordinance, the Northbrook Zoning Code and the Northbrook Subdivision & Development Code, agree to pay all applicable filing fees and be responsible for the payment of all reimbursable expenses associated with the processing of this application.

Applicants may attach additional materials or exhibits to this application if necessary or helpful in explaining the relief requested.

Signature of Applicant: DocuSigned by: Brett Schell 62D6E9EF76AD4A4... **Date** 6/5/2023
Print Name & Title: Brett Schell cfo
Signatures of Property Owner(s): DocuSigned by: Lauren Ball 6... **Date** 6/5/2023
Print Name & Title: Lauren Ball Chief Operating Officer **Property Address:** 4125 E Dundee Road
****If more than one applicant or property owner, please copy this page and have additional applicants/property owners sign form.**

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

Note: Village review and approval of rezoning, special permit, and subdivision applications may be dependent upon the Applicant first receiving necessary approvals from State and County regulatory agencies such as, but not limited to, the Illinois Department of Transportation, Illinois Environmental Protection Agency, the Metropolitan Water Reclamation District of Greater Chicago, & the Cook County Highway Department.

ATTACHMENT A: Current Property Owner – Beneficial Interest

Please check which of the following describes the current property owner's beneficial interest in the property and complete this sheet as instructed for each type of beneficial interest:

☐ Corporation	If **current property owner** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
☒ Partnership or LLC	If **current property owner** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
☐ Trust	If **current property owner** is a trust, please provide the trust number _____ and name and address of the Trustee _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **current property owner** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: WPF Operating LLC,
a Delaware limited liability company

Address: 10877 Wilshire Blvd., Suite 1105
Los Angeles, CA 90085

Ownership or Trust Interest: 100 %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

ATTACHMENT B - Proposed Property Owner – Beneficial Interest

Please check which of the following describes the proposed property owner's beneficial interest in the property and complete this sheet as instructed for each type of beneficial interest:

❑ Corporation	If the **proposed property owner** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
❑ Partnership or LLC	If **proposed property owner** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
❑ Trust	If **proposed property owner** is a trust, please provide the trust number _____ and name and address of the Trustee _____ _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **proposed property owner** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

ATTACHMENT C - Applicant – Beneficial Interest

Please check which of the following describes the beneficial interest in the legal entity that is the applicant and complete this sheet as instructed for each type of beneficial interest:

☐ Corporation	If **applicant** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
☐ Partnership or LLC	If **applicant** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
☐ Trust	If the **applicant** is a trust, please provide the trust number _____ and name and address of the Trustee _____ _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **applicant** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: VASA Target, LLC, a Utah limited liability company

Address: 6501 E. Belleview Ave. Englewood, CO 80111

Ownership or Trust Interest: 100 %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

Village of
Northbrook

SPECIAL PERMIT WORKSHEET

In addition to submitting the *Formal Application* form for a special permit application, the Applicant must include the following information with your application. A public hearing for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. All of the required application materials must be submitted to the Department of Development & Planning Services.

The initial submittal MUST contain:

- ❑ **7 collated copies of complete sets** of all application materials including the application form, required attachments, and folded full size plat/plan sheets
- ❑ **1 electronic version (PDF)** of all application materials submitted in a format as described on the last page of the Formal Application form.

REQUIRED MATERIALS FOR SUBMISSION

- **Written Explanation of Application Request**
  Attach a written statement explaining the proposed application. This letter should include the following applicable items, as well as any other pertinent detailed information pertaining to the request: hours of operation, number of employees, number of existing parking spaces on site, if the building has multiple tenants please list what the other tenant businesses are, if any existing buildings are being demolished, will the site be reconfigured, and if there will there be any included outdoor activity or uses.

- **Standard Industrial Classification Number & Description**
  Include on the line provided below the SIC (Standard Industrial Classification) number and description for the requested Special Permit Use. This number and description can be found in the Village of Northbrook Zoning Code or by contacting the Development & Planning Department. Every use contains a related SIC number and description.
  SIC Number & Description: _____

- **Visual Representation of Special Permit Request**
  - ❑ **Applications without Site Improvements Include: Graphic Depiction of Application Request**
    Attach a graphic depiction of the following, as appropriate, to illustrate the proposed special permit being requested:
    - parking information (location of spaces in relation to use;)
    - general floor plan;
    - building elevations (if the exterior is to be modified);
    - proposed exterior signs.

  -or-

  - ❑ **Applications with Site Improvements Include: Site Plan Approval Worksheet Requirements**
    If the requested Special Use Permit application involves any site modifications (i.e. construction or renovation of any structure(s), addition or expansion of a parking lot, relocation of driveway(s), removal or addition of trees, etc.) the Applicant must also submit a **Site Plan Approval Worksheet**.

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

REQUIRED MATERIALS FOR SUBMISSION *(continued)*

- **Statement of Justification**

A written statement of need for the requested special permit is required. The statement should address each of the below Standards for Special Permit Applications established in Subsection 11-602 E of the Zoning Code and listed below. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed activity is appropriate. ***Please complete the below form (use additional paper if needed) and submit this form with the Formal Application. Please provide detailed responses for each item. Do not merely state for instance for Item (b) that "Our proposed project will not have substantial or undue adverse effect……" You must state what specifically about your project will not have undue adverse effect.***

(a) Code and Plan Purposes. The proposed use and development will be in harmony with the general and specific purposes for which this Code was enacted and for which the regulations of the district in question were established and with the general purpose and intent of the Official Comprehensive Plan.

The proposed use is being included in an existing development and fits into the Community Retail uses that the Comprehensive Plan establishes. The proposed fitness facility that VASA will be constructing is intended to be an amenity to the surrounding Neighborhood, which will contribute to the betterment and improvement of their health. Staff will consist of local residents and they will be there to guide the community with healthy outlets through exercise classes.

(b) No Undue Adverse Impact. The proposed use, drainage and development will not have a substantial or undue adverse effect upon adjacent property, the character of the area or the public health, safety and general welfare.

As an existing development, the VASA Fitness will not impact, negatively or otherwise, the drainage to any adjacent properties, the character or safety of the area. There are no proposed modifications to the existing center. Further, VASA Fitness seeks to improve the access to health and welfare of the public with the varied fitness opportunities provided by their use. VASA Fitness fits in with the lifestyle use of the center as it is and does not create undue environmental hazards.

(c) No Interference with Surrounding Development. The proposed use and development will be constructed, arranged and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property in accordance with the applicable district regulations.

This space is an existing development and the new VASA Fitness will not impact the use and development of neighboring property. It is the hope of VASA Fitness, that by being an anchor to the shopping center it will help to attract consumers to the already existing center.

(d) Adequate Public Facilities. The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools, or the applicant will provide adequately for such services.

The existing essential public facilities and services will remain unchanged. This is an existing development and is not intended to over exert any existing facilities. The proposed use maintains the activity already established in the existing shopping center and does not create any adverse impacts to the existing infrastructure.

(e) No Traffic Congestion. The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets.

The existing development doesn't impact the neighboring residential streets. All access is off of major roads and avoids traffic interaction directly with the residential areas surrounding the shopping center. The change of use will not create more traffic or congestion than the previous grocer use. No special events will be held that create any traffic strains. This center is off an arterial street that has ample capacity to handle the street traffic of VASA Fitness.

(f) No Destruction of Significant Features. The proposed use and development will not result in the destruction, loss or damage of natural, scenic or historic feature of significant importance.

The existing development will not change, destroy, or damage natural or scenic features of significant importance. Any exterior improvements based on the VASA Fitness location will be to improve the existing vacant facade and implement the design of the VASA Fitness prototypical elements.

(g) Compliance with Standards. The proposed use and development complies with all additional standards imposed on it by the particular provision of this Code authorizing such use.

The proposed use, as authorized as part of the Special Use Permit for the duration of the VASA Fitness lease, will be constructed to comply with the standards imposed on it. As a fitness center use, VASA Fitness will positively integrate with the other businesses already within this center and will bring costumers back to this area of Northbrook.

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

COMPLIANCE WITH VILLAGE REGULATIONS

All applications will be reviewed to determine compliance with the following Village codes and regulations:

- Zoning Code
- Subdivision & Development Code
- Standards and Specifications Manual
- Tree Protection and Tree Preservation Ordinance
- Existing Conditions
- Restrictive Covenants
- Development Agreements
- All other applicable Village codes and regulations

The applicant is responsible for ensuring a submitted application includes all of the necessary submittal requirements and meets all applicable standards and requirements of the Village codes.

Village Departments Involved with the Review of Community Planning Applications

- Development & Planning Services
- Fire
- Police
- Public Works and Engineering
- Village Attorney

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

Village of
Northbrook

SPECIAL PERMIT WORKSHEET

In addition to submitting the *Formal Application* form for a special permit application, the Applicant must include the following information with your application. A public hearing for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. All of the required application materials must be submitted to the Department of Development & Planning Services.

The initial submittal MUST contain:

- ❑ **7 collated copies of complete sets** of all application materials including the application form, required attachments, and folded full size plat/plan sheets
- ❑ **1 electronic version (PDF)** of all application materials submitted in a format as described on the last page of the Formal Application form.

REQUIRED MATERIALS FOR SUBMISSION

- **Written Explanation of Application Request**
  Attach a written statement explaining the proposed application. This letter should include the following applicable items, as well as any other pertinent detailed information pertaining to the request: hours of operation, number of employees, number of existing parking spaces on site, if the building has multiple tenants please list what the other tenant businesses are, if any existing buildings are being demolished, will the site be reconfigured, and if there will there be any included outdoor activity or uses.

- **Standard Industrial Classification Number & Description**
  Include on the line provided below the SIC (Standard Industrial Classification) number and description for the requested Special Permit Use. This number and description can be found in the Village of Northbrook Zoning Code or by contacting the Development & Planning Department. Every use contains a related SIC number and description.
  SIC Number & Description: _____

- **Visual Representation of Special Permit Request**
  - ❑ **Applications without Site Improvements Include: Graphic Depiction of Application Request**
    Attach a graphic depiction of the following, as appropriate, to illustrate the proposed special permit being requested:
    - parking information (location of spaces in relation to use;)
    - general floor plan;
    - building elevations (if the exterior is to be modified);
    - proposed exterior signs.

  -or-

  - ❑ **Applications with Site Improvements Include: Site Plan Approval Worksheet Requirements**
    If the requested Special Use Permit application involves any site modifications (i.e. construction or renovation of any structure(s), addition or expansion of a parking lot, relocation of driveway(s), removal or addition of trees, etc.) the Applicant must also submit a **Site Plan Approval Worksheet**.

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

REQUIRED MATERIALS FOR SUBMISSION *(continued)*

- **Statement of Justification**

A written statement of need for the requested special permit is required. The statement should address each of the below Standards for Special Permit Applications established in Subsection 11-602 E of the Zoning Code and listed below. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed activity is appropriate. ***Please complete the below form (use additional paper if needed) and submit this form with the Formal Application. Please provide detailed responses for each item. Do not merely state for instance for Item (b) that "Our proposed project will not have substantial or undue adverse effect....." You must state what specifically about your project will not have undue adverse effect.***

(a) Code and Plan Purposes. The proposed use and development will be in harmony with the general and specific purposes for which this Code was enacted and for which the regulations of the district in question were established and with the general purpose and intent of the Official Comprehensive Plan.

Our desire is to install backlit branded signage in excess of height and size restrictions in the area. This signage helps to identify the facility and identify the connection to the overall VASA Fitness brand.

The signage will be in proportion with both the size and height of the existing facade. Raising and enlarging the signs will better blendwith the overall proportions of the existing structure and

therefore will not impact the Community Retail use of the Comprehensive Plan. We are therefore seeking a Special Permit to allow for the signage proposed in our supplementary documentation attached.

(b) No Undue Adverse Impact. The proposed use, drainage and development will not have a substantial or undue adverse effect upon adjacent property, the character of the area or the public health, safety and general welfare.

The VASA Fitness signage will be limited to the facade of the building facing the parking lot and will not impact, the character of the complex, nor will it impact public

health, safety, or welfare of the space. It will not adversely impact any surrounding structures.

(c) No Interference with Surrounding Development. The proposed use and development will be constructed, arranged and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property in accordance with the applicable district regulations.

This space is an existing development. We do not see the new signage being in excess of the height and size limitations will have any impact on the surrounding

vicinity. It will not interfere with any other signs or businesses in the development.

(d) Adequate Public Facilities. The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools, or the applicant will provide adequately for such services.

The signage will not have an impact on any essential public services or facilities.

(e) No Traffic Congestion. The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets.

The signage will not have an impact on traffic. The signage is intended solely for ease of identifying the facility and the VASA Fitness brand.

(f) No Destruction of Significant Features. The proposed use and development will not result in the destruction, loss or damage of natural, scenic or historic feature of significant importance.

The existing development will not change, destroy, or damage natural or scenic features of significant importance with the incorporation of the new signage. Signage is limited to VASA's facade only.

(g) Compliance with Standards. The proposed use and development complies with all additional standards imposed on it by the particular provision of this Code authorizing such use.

The proposed signage request meets all requirements of the code and standards except for the size and height. We are requesting a Special Permit for the size and height of signs allowed.

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

COMPLIANCE WITH VILLAGE REGULATIONS

All applications will be reviewed to determine compliance with the following Village codes and regulations:

- Zoning Code
- Subdivision & Development Code
- Standards and Specifications Manual
- Tree Protection and Tree Preservation Ordinance
- Existing Conditions
- Restrictive Covenants
- Development Agreements
- All other applicable Village codes and regulations

The applicant is responsible for ensuring a submitted application includes all of the necessary submittal requirements and meets all applicable standards and requirements of the Village codes.

Village Departments Involved with the Review of Community Planning Applications

- Development & Planning Services
- Fire
- Police
- Public Works and Engineering
- Village Attorney

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

Village of
Northbrook

MAJOR VARIATION WORKSHEET

In addition to submitting the *Plan Commission Application* form **for a major variation**, the Applicant must include the following information with your application. A public hearing for a Major Variation application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. All of the required application materials must be submitted to the Department of Development & Planning Services.

The initial submittal MUST contain:

- ❑ **7 collated copies of complete sets** of all application materials including the application form, required attachments, and folded full size plat/plan sheets
- ❑ **1 electronic version (PDF)** of all application materials submitted in a format as described on the last page of the Formal Application form.

REQUIRED MATERIALS FOR SUBMISSION

Describe Variation Being Requested: The variance request to allow signage to exceed the 100 SF area requirement.
Two sign are currently proposed as 258 SF and 116 SF. All other proposed fall under the SF requirements.

Statement of Justification

Every application filed pursuant to Section 11-503.1 of the Zoning Code shall provide a statement of how the variation sought would satisfy the standards set forth in Subsection 11-503.1.G of this Code. The staff, Board of Trustees, Plan Commission, and Zoning Board of Appeals will use these standards in making a determination whether or not the proposed variation is appropriate. Please complete the below form (use additional paper if needed) and submit this form with the formal application.

1. That the major variation is in harmony with the general purpose and intent of this chapter.
   The variance is not requesting the signage to increase tremendously and overpower the signs near and already within the center. VASA Fitness is enhancing their facade and the increased signage will remain in proportion to the new facade.
2. That the property cannot yield a reasonable return if subject to a strict and literal application of the regulations imposed by this code.
   Based on the literal application of the code, it will hinder the Larger Anchor tenant (VASA) in visibility. This restriction is sensible when reducing smaller tenants to provide signage in proportion to their building frontage. VASA Fitness is an Anchor in a 50,000 SF space and their frontage is much larger.
3. There is an unusual hardship in meeting the requirements of this code.
   Visibility restrictions are the only hardship for an Anchor of VASA's size. Reducing the sign to meet the code could result in a sign size that doesn't feel appropriate for a large space.
4. The plight of the applicant is due to such unique circumstances that the proposed major variation will not serve as a special privilege, but will alleviate some condition not shared by other property in the same locality and district.
   The size of the tenant space is on the larger size but the size of the proposed sign doesn't request a special privilege consideration. The proportion and its visibility doesn't differ from that of other larger tenant spaces and fits with the frontage of the anchor.

OVER—

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

5. That the applicant did not knowingly or deliberately create the unusual hardship from which the petitioner seeks a grant of relief through the proposed major variation.

The increase in signage size was due to the proportions of the facade in which it inhabits. Creating a smaller sign is not effective at this location, but the variance allowing a larger proportional sign works for the VASA Fitness location.

6. The proposed major variation will not alter the essential character of the locality.

The increased sign will not impact the surrounding neighborhood and doesn't impact other tenants within the center.

7. The proposed major variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the streets, increase the danger of fire or crime, diminish the value of nearby property, nor impair the public health, safety, comfort, convenience, or general welfare.

The increase in signage size doesn't increase anything constructed that would impact the amount of light that is produced or take away light or air from the adjacent tenants and neighborhood.

8. The major variation represents the minimum deviation from established code standards necessary to accomplish the desired improvement.

The request for variation will not be increased to allow for any larger signs than what are show in the proposed sign package.

The main signs for VASA Fitness are intended to be the only signs that exceed 100 SF. All other signs will comply as proposed.

COMPLIANCE WITH VILLAGE REGULATIONS

All applications will be reviewed to determine compliance with the following Village codes and regulations:

- Zoning Code
- Subdivision & Development Code
- Standards and Specifications Manual
- Tree Protection and Tree Preservation Ordinance
- Existing Conditions
- Restrictive Covenants
- Development Agreements
- All other applicable Village codes and regulations

The applicant is responsible for ensuring a submitted application includes all of the necessary submittal requirements and meets all applicable standards and requirements of the Village codes.

Village Departments Involved with the Review of Community Planning Applications

- Development & Planning Services
- Fire
- Police
- Public Works/Engineering
- Village Attorney

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

1120734042D

Doc#: 1120734042 Fee: $56.00
Eugene "Gene" Moore RHSP Fee:$10.00
Cook County Recorder of Deeds
Date: 07/26/2011 01:56 PM Pg: 1 of 11

WHEN RECORDED, RETURN TO:

Larry Stern, Vice President-Finance
Westwood Financial Corp.
11440 San Vicente Boulevard, Suite 200
Los Angeles, CA 90049

First American Title Order # NCS 489450 JEL 1 of 5

SPECIAL WARRANTY DEED

For the consideration of Ten Dollars ($10.00), and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Sandee LLC, an Illinois limited liability company ("**Grantor**") does hereby convey to WFC Lincoln Sanders LLC, a Delaware limited liability company, as to an undivided 60% interest as a tenant in common, and WFC Sanders LLC, a Delaware limited liability company, as to an undivided 40% interest as a tenant in common, the following real property situated in Cook County, Illinois, together with all rights and privileges appurtenant thereto:

SEE EXHIBIT "A" ATTACHED HERETO
AND INCORPORATED HEREIN BY THIS REFERENCE.

SUBJECT ONLY TO existing taxes, assessments, liens and those exceptions and encumbrances on Exhibit "B" attached hereto and made a part of this for all purposes.

Grantor hereby binds itself and its successors to warrant and defend the title as against all acts of Grantor and no other, subject to the matters set forth above.

DATED this 26th day of July, 2011.

GRANTOR:

SANDEE LLC,
an Illinois Limited Liability Company

By: The Cloverleaf Group, Inc.,
an Illinois corporation
its Manager
by: _____
Title: President

ACKNOWLEDGEMENTS APPEAR ON THE FOLLOWING PAGE

S Y
P N
S N
SC Y
INT TD

77438-0001/LEGAL21326764.4

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

STATE OF ILLINOIS)
)ss.
County of Cook)

The foregoing instrument was acknowledged before me this 26th day of July, 2011, by Michael S. Basofin, President, on behalf of Sandee LLC
the Cloverleaf Group

Notary Public

My Commission Expires:
11/9/14

OFFICIAL SEAL
LIZ VANDENHEUVEL
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES:11/09/14

STATE OF ILLINOIS
STATE TAX
JUL.26.11
REAL ESTATE TRANSFER TAX
DEPARTMENT OF REVENUE

0000003517
REAL ESTATE TRANSFER TAX
2200.00
FP 103037

COOK COUNTY
REAL ESTATE TRANSACTION TAX
COUNTY TAX
JUL.26.11
REVENUE STAMP

0000003361
REAL ESTATE TRANSFER TAX
1100.00
FP 103042

77438-0001/LEGAL21326764.4

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

Exhibit A to Special Warranty Deed

Legal Description

PARCEL 1:

LOT 1 IN SANDERS COURT SUBDIVISION, BEING A SUBDIVISION IN THE EAST 1/2 OF THE NORTHWEST 1/4 OF SECTION 7, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL 2:

THAT PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE INTERSECTION OF THE SOUTH LINE OF THE NORTH 8 RODS OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7, AFORESAID, WITH THE WEST LINE OF THE NORTHEAST 1/4 OF THE NORTHWEST QUARTER OF SECTION 7; THENCE EAST ALONG THE SOUTH LINE OF THE NORTH 8 RODS AFORESAID, 150.00 FEET; THENCE SOUTH PARALLEL WITH THE WEST LINE OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7 AFORESAID, 40.00 FEET; THENCE EAST PARALLEL WITH THE SOUTH LINE OF THE NORTH 8 RODS AFORESAID 118.00 FEET; THENCE SOUTH ALONG A LINE PARALLEL WITH THE WEST LINE OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7 AFORESAID, 29.00 FEET; THENCE WEST PARALLEL WITH THE SOUTH LINE OF THE NORTH 8 RODS AFORESAID 268.00 FEET TO THE WEST LINE OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 7; THENCE NORTH ALONG SAID WEST LINE, 69.00 FEET TO THE POINT OF BEGINNING, IN COOK COUNTY, ILLINOIS.

PARCEL 3:

LOT 2 IN SANDERS COURT SUBDIVISION, BEING A SUBDIVISION IN THE EAST 1/2 OF THE NORTHWEST 1/4 OF SECTION 7, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL 4:

THAT PART OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SECTION 7, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF LOT 2 IN SANDERS COURT SUBDIVISION AFORESAID; THENCE WEST ALONG THE SOUTH LINE OF LOT 2 TO THE SOUTHWEST CORNER THEREOF; THENCE SOUTH ALONG THE SOUTHERLY EXTENSION OF THE WEST LINE OF LOT 2 AFORESAID, 40.00 FEET; THENCE EAST PARALLEL WITH THE SOUTH LINE OF LOT 2 AFORESAID, 221.78 FEET TO A POINT IN THE WESTERLY LINE OF SANDERS ROAD; THENCE NORTHWESTERLY ALONG SAID WESTERLY LINE, 40.33 FEET TO THE POINT OF BEGINNING, IN COOK COUNTY, ILLINOIS.

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

PARCEL 5:

THAT PART OF THE NORTHWEST 1/4 OF SECTION 7, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT A POINT IN THE NORTH LINE OF THE NORTHWEST 1/4 OF SECTION 7 AFORESAID, 1152.00 FEET EAST OF THE NORTHWEST CORNER THEREOF; THENCE SOUTH 90 DEGREES WEST ALONG THE NORTH LINE OF SAID NORTHWEST 1/4 FOR A DISTANCE OF 267.79 FEET TO A POINT 452.59 FEET WEST OF THE NORTHEAST CORNER OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7 AFORESAID; THENCE SOUTH 00 DEGREE, 20 MINUTES, 00 SECOND WEST, 679.30 FEET; THENCE NORTH 88 DEGREES, 20 MINUTES, 00 SECOND EAST, 177.00 FEET TO A LINE 674.14 FEET SOUTH OF AND PARALLEL WITH THE NORTH LINE OF SECTION 7 AFORESAID, (SAID 674.14 FEET BEING MEASURED ALONG THE WEST LINE OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7 AFORESAID); THENCE NORTH 90 DEGREES EAST ALONG SAID PARALLEL LINE 715.51 FEET TO THE WESTERLY LINE OF SANDERS ROAD; THENCE NORTH 07 DEGREES, 19 MINUTES, 12 SECONDS WEST ALONG SAID WESTERLY LINE 546.59 FEET TO A LINE 2 CHAINS SOUTH OF AND PARALLEL WITH THE NORTH LINE OF THE NORTHWEST 1/4 OF SECTION 7 AFORESAID; THENCE NORTH 90 DEGREES WEST ALONG SAID PARALLEL LINE 366.54 FEET TO A POINT IN THE WEST LINE OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7 AFORESAID; THENCE NORTH 00 DEGREE, 08 MINUTES, 40 SECONDS EAST ALONG SAID WEST LINE, 82.0 FEET TO THE POINT IN THE SOUTH LINE OF DUNDEE ROAD, AS DESCRIBED IN CONDEMNATION CASE NO. 69L18272; THENCE NORTH 90 DEGREES WEST ALONG SAID LINE 184.77 FEET TO A LINE PARALLEL WITH THE WEST LINE OF THE NORTHWEST 1/4 OF SECTION 7 AFORESAID AND DRAWN THROUGH THE POINT OF BEGINNING; THENCE NORTHERLY ALONG SAID PARALLEL LINE 50.0 FEET TO THE POINT OF BEGINNING, (EXCEPT THAT PART CONDEMNED FOR NORTHERN ILLINOIS TOLL HIGHWAY, AS PER SUPERIOR COURT OF COOK COUNTY, ILLINOIS CASE NO. 56S11399), ALSO EXCEPT THAT PART DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE WEST LINE OF SAID NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 7, A DISTANCE OF 2 CHAINS SOUTH OF THE NORTHWEST CORNER OF SAID NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 7; THENCE SOUTH ALONG THE WEST LINE OF SAID NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7, A DISTANCE OF 2.31 CHAINS; THENCE EAST PARALLEL TO THE NORTH LINE OF SAID SECTION 7 TO THE WESTERLY LINE OF SANDERS (FORMERLY KNOWN AS WAUKEGAN ROAD); THENCE NORTHERLY ALONG THE WESTERLY LINE OF SANDERS ROAD TO A POINT ON THE WESTERLY LINE OF SAID ROAD, WHICH IS 2 CHAINS SOUTH OF THE NORTH LINE OF SAID SECTION 7; THENCE WEST ALONG A LINE 2 CHAINS SOUTH OF AND PARALLEL TO THE NORTH LINE OF SAID SECTION 7 TO THE POINT OF BEGINNING, IN COOK COUNTY, ILLINOIS.

PARCEL 6:

THAT PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN,

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DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE WEST LINE OF SAID NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7, A DISTANCE OF 2 CHAINS SOUTH OF THE NORTHWEST CORNER OF SAID NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 7; THENCE SOUTH ALONG THE WEST LINE OF SAID NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7, A DISTANCE OF 2.31 CHAINS; THENCE EAST PARALLEL TO THE NORTH LINE OF SAID SECTION 7 TO THE WESTERLY LINE OF SANDERS (FORMERLY KNOWN AS WAUKEGAN ROAD); THENCE NORTHERLY ALONG THE WESTERLY LINE OF SANDERS ROAD TO A POINT ON THE WESTERLY LINE OF SAID ROAD, WHICH IS 2 CHAINS SOUTH OF THE NORTH LINE OF SAID SECTION 7; THENCE WEST ALONG A LINE 2 CHAINS SOUTH OF AND PARALLEL TO THE NORTH LINE OF SAID SECTION 7 TO THE POINT OF BEGINNING (EXCEPT THAT PART DESCRIBED AS FOLLOWS: BEGINNING AT THE INTERSECTION OF THE SOUTH LINE OF THE NORTH 8 RODS OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7, AFORESAID, WITH THE WEST LINE OF THE NORTHEAST 1/4 OF THE NORTHWEST QUARTER OF SAID SECTION 7; THENCE EAST ALONG THE SOUTH LINE OF THE NORTH 8 RODS AFORESAID, 150.00 FEET; THENCE SOUTH PARALLEL WITH THE WEST LINE OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7 AFORESAID, 40.00 FEET; THENCE EAST PARALLEL WITH THE SOUTH LINE OF THE NORTH 8 RODS AFORESAID 118.00 FEET; THENCE SOUTH ALONG A LINE PARALLEL WITH THE WEST LINE OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 7 AFORESAID, 29.00 FEET; THENCE WEST PARALLEL WITH THE SOUTH LINE OF THE NORTH 8 RODS AFORESAID 268.00 FEET TO THE WEST LINE OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 7; THENCE NORTH ALONG SAID WEST LINE, 69.00 FEET TO THE POINT OF BEGINNING), AND (EXCEPT THAT PART DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF LOT 2 IN SANDERS COURT SUBDIVISION AFORESAID; THENCE WEST ALONG THE SOUTH LINE OF LOT 2 TO THE SOUTHWEST CORNER THEREOF; THENCE SOUTH ALONG THE SOUTHERLY EXTENSION OF THE WEST LINE OF LOT 2 AFORESAID, 40.00 FEET; THENCE EAST PARALLEL WITH THE SOUTH LINE OF LOT 2 AFORESAID, 221.78 FEET TO A POINT IN THE WESTERLY LINE OF SANDERS ROAD; THENCE NORTHWESTERLY ALONG SAID WESTERLY LINE, 40.33 FEET TO THE POINT OF BEGINNING,) IN COOK COUNTY, ILLINOIS.

COMMON ADDRESS OF PROPERTY: 4105-4195 Dundee Road, Northbrook, Illinois 60062

PROPERTY INDEX NUMBER: 04-07-100-016-0000; 04-07-100-017-0000; 04-07-100-018-0000; 04-07-100-019-0000; 04-07-100-020-0000

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Exhibit B to Special Warranty Deed

1. General real estate taxes for the year(s) 2010 final installment, 2011 and subsequent years.

   04-07-100-016 (Affects parcel 1)
   04-07-100-019 (Affects parcel 2)
   04-07-100-017 (Affects parcel 3)
   04-07-100-018 (Affects parcel 4)
   04-07-100-020 (Affects parcels 5 and 6)

2. Lease in favor of Dominick's Finer Foods, Inc. as disclosed by and the provisions contained in Memorandum of Amendment and Restatement of Lease recorded January 22, 1987 as document 87044383, and the terms and provisions contained therein.

3. Terms, provisions and conditions contained in Lease by and between Cole Taylor Bank, as Trustee under Trust Agreement dated May 16, 1974 and known as Trust No. 35947, Lessor, and Dominick's Finer Foods, Inc., Lessee, dated December 05, 2001 as disclosed by a memorandum recorded March 21, 2002 as document 0020320109, and all rights thereunder of and all acts done and suffered thereunder of said lessee or any parties claiming by, through or under said lessee.

4. Unrecorded leases as disclosed by rent roll:

   Sanders Nails
   Carousel Hair Studio
   Jennifer Warren Insurance Agency, Inc.
   Mark Jacob, D.D.S.
   Tong's Hunan
   Fitness 19 IL 140, LLC
   George Nwia and Michel Younada
   Dr. Martin Marshack
   Joanne Jones, Inc.
   Sanders Court Vision
   Raul Maldonado
   Subway Real Estate Corp.
   Century 21
   MJ Crabbe Barberis DBA Curves
   Sally Beauty Company #421
   Dancesport Center #2, Inc.
   Weight Watchers North America
   Butterfield's Northbrook, LLC
   United Partners of Chicago
   USA Vein Clinics
   Goodwill
   May's Cleaners
   Midwest Gold Buyers

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Dominick's
Dominick's
A L'Amour

5. A 30 foot building line along those portions of the land, which abut Dundee Road or Sanders Road as created by Document Number 23803066.

(Affects Parcel 1 and Parcel 3)

Note: There shall be no direct access from Lot 1 to Dundee Road as disclosed by Subdivision of Sanders Court recorded January 27, 1977 as Document 23803066.

(Affects Parcel 1)

6. Violation of building line noted above, by about 5.00 feet as disclosed by Consent Agreement recorded September 2, 1977 as Document 24089871 by Harris Trust and Savings Bank, as Trustee under Trust Agreement dated May 16, 1974 and known as Trust Number 35947.

(Affects Parcel 1 and Parcel 3)

7. Easement recorded May 14, 1974 as document 22716143 in favor of the Northern Illinois Gas Company, Commonwealth Edison Company and Illinois Bell Telephone Company, their respective successors and assigns granting an easement to install, operate and maintain all equipment necessary for the purpose of serving the land and other property, together with the right of ingress and egress to said equipment and the terms and conditions contained therein.

8. Right, title and interest of the Village of Northbrook under Easement Agreement for Sewer and Water Service recorded as Document Number 91370402, and the terms and provisions contained therein.

(Affects Parcel 3 and Parcel 4)

9. Grant to the Illinois Bell Telephone Company, its successors and assigns the right, privilege and authority to construct, reconstruct, operate and maintain lines of telephone and telegraph consisting of such poles, wires, cables, anchors, guys, conduits, manholes and other fixtures recorded August 8, 1959 as Document 18241908.

(Affects Parcels 1, 2, 3, 4 and 6)

10. Grant of Easement recorded July 2, 1976 as Document 23544314 made by Harris Trust & Savings Bank, as Trustee under Trust Nos. 35924 and 35947, to the Village of Northbrook to construct, operate, maintain and renew underground sanitary sewer pipes, water mains and necessary appurtenances thereto upon, along, over and under property situated in Section 7, Township 42 North, Range 12 East of the third principal meridian as shown on Exhibit 'A' attached thereto.

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11. Easement recorded May 26, 1977 as document 23943597 in favor of the Commonwealth Edison Company and the Illinois Bell Telephone Company, their respective successors and assigns, for pole lines, conduits and incidental purposes, and the terms and provisions contained therein.

12. Grant of Easement recorded April 7, 1962 as Document 18129900 made by Chester Kurd and Nellie Kurd, his wife to North Shore Broadcasting Company, Inc., its successors and assigns, to install and maintain and use radio ground wires under land.

(Affects Parcel 5)

13. Restrictive Covenant for the prohibition of left turns from Sanders Road in the gasoline service station facility at 4105 Dundee Road, (but omitting any such covenant or restriction based on race, color, religion, sex, handicap, familial status or national origin unless and only to the extent that said covenant (A) is exempt under Chapter 42, Section 3607 of the United States Code or (B) relates to handicap but does not discriminate against handicapped persons), dated December 28, 2001 and recorded February 26, 2002 as Document 0020226057.

(Affects Parcel 3 and Parcel 4)

14. Easement in, upon, under, over and along the West 15.00 feet of the West 30.00 feet of the South 3.00 feet of land to install and maintain all equipment for the purpose of serving land and other property with Telephone and Electric Service, together with right of access to said equipment, as created by Grant to the Commonwealth Edison Company and the Illinois Bell Telephone Company recorded August 14, 1961 as Document 18246283.

(Affects Parcel 5)

15. Rights of the Illinois Bell Telephone Company under and by virtue of Grant recorded August 9, 1961 as Document 18241906 made by Chester C. Kurd and Nellie Kurd, his wife of an easement to construct, reconstruct, operate and maintain lines of telephone equipment.

(Affects Parcel 5)

16. Covenants and restrictions (but omitting any such covenant or restriction based on race, color, religion, sex, handicap, familial status or national origin unless and only to the extent that said covenant (A) is exempt under Chapter 42, Section 3607 of the United States Code or (B) relates to handicap but does not discriminate against handicapped persons), contained in Warranty Deed from Illinois conference of the Evangelical Church to Charles Van Deursen recorded as Document 8913895 providing that land not be used for a soft drink parlor, amusement resort or for any immoral or illegal purpose.

Note: Said instrument contains no provision for a forfeiture of or reversion of title in case of breach of condition.

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17. Terms, provisions and Conditions of the Declaration of Protective Covenants and Easements made by Harris Trust and Savings Bank, as Trustee under Trust Agreement dated May 16, 1974 and known as Trust Number 35947, recorded March 24, 1987 as Document 87156632.

(Affects Parcel 3 and Parcel 4)

18. Declaration of restrictions contained in declaration recorded September 10, 1965 of 19583320 made by Wayne L. Smith and others to the Village of Northbrook upon the following parcel of land:

That part of the Northeast 1/4 of the Northwest 1/4 of Section 7, Township 42 North, Range 12 East of the Third Principal Meridian described as follows:

Beginning at a point on the West line of said Northeast 1/4 of the Northwest 1/4, 132 feet (2 chains deed) South of the Northwest corner thereof; thence East parallel with the North line of said Northeast 1/4 of the Northwest 1/4, 417.18 feet to the center line of Sanders Road (Waukegan Road), thence Southeasterly along said center line of 153.72 feet to a line 284.46 feet (Deed) South of and parallel with the North line of said Northeast 1/4 of the Northwest 1/4; thence West along said parallel line 437.09 feet to the West line of said Northeast 1/4, thence North along said West line 152.46 feet (Deed) to the point of beginning.

That neither they nor any of their heirs or assigns will ever erect, maintain or establish any building or Kennel for the breeding, training or boarding of dogs and cats.

Note: Said instrument contains no provision for a forfeiture of or reversion of title in case of breach of condition.

19. Easement Agreement for ingress and egress recorded October 19, 1988 as Document 88481832 affecting the land within dotted lines and marked "Easement", and the terms and provisions contained therein.

20. Ordinance No. 08-48, Granting a Special Permit for Outdoor Seating as an Accessory Use to a Restaurant (Butterfield's Pancakes - 4195 Dundee Road) (Plan Commission Docket No. 08-20) recorded November 24, 2008 as Document 0832945077 by the Village of Northbrook.

(Affects Parcel 5)

21. Terms and conditions contained in the Corrective Action Agreement dated August 15, 2007 and recorded September 19, 2007 as Document 0726210150.

(For further particulars, see record.)

22. Ordinance Number 01-26, granting a special permit and variations to allow for the construction and operation of a gas station facility at 4105 Dundee Road (Dominick's

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Finer Foods) (Plan Commission Docket No. 00-27), recorded February 13, 2002 as Document 0020179352 by the Village of Northbrook.

(Affects Parcel 3 and Parcel 4)

23. Ordinance Number 02-68, Granting a Special Permit for a Physical Fitness Facility at 4183 Dundee Road (Life Enrichment, Inc./Curves for Women) (Plan Commission Docket No. 02-18), recorded January 3, 2003 as Document 0030010191 by the Village of Northbrook.

(Affects Parcel 5)

24. Ordinance Number 04-49, granting a Special Permit for a Physical Fitness Facility at 4155 Dundee Road (Fitness 19 IL 140, LLC) (Plan Commission Docket No. 04-19), recorded November 12, 2004 as Document 0431719078 by the Village of Northbrook.

(Affects Parcel 5)

25. Ordinance No. 08-28, Granting a Special Permit for the Operation of a Dance Studio with a Gross Floor Area in excess of 2,500 square feet at 4187-89 Dundee Road (Sanders Court Shopping Center) (Dancesport Center Inc., d/b/a Fred Astaire Dance Studio) (Plan Commission Docket No. 08-11), recorded July 31, 2008 as Document 0821318095 by the Village of Northbrook.

(Affects Parcel 5)

26. Environmental disclosure document for transfer of real property recorded October 12, 1993 as document 93814543.

27. Environmental notice recorded October 24, 2002 as document 0021175559.

28. Environmental no further remediation letter recorded November 06, 2007 as document 0731018086.

29. Environmental no further remediation letter recorded August 03, 2009 as document 0921550062.

30. Rights of way for drainage tiles, ditches, feeders and laterals and other drainage easements, if any.

31. Rights of the public, the Municipality and the State of Illinois, in and to that part of the land, if any, taken or used for road purposes.

32. Any facts, rights, interests or claims that may exist or arise by reason of the following matters disclosed by an ALTA/ACSM survey made by Gremley & Biedermann on June 13, 2011, last revised _____, 2011, designated Job Number 2009-12241-001:

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a) Encroachment consisting of a building onto easement recorded in Document No. 18129900.

b) Encroachment consisting of a building onto easement recorded in Document No. 91370402.

33. Any law, ordinance, permit or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting or relating to: (a) the occupancy, use or enjoyment of the Property, (b) the character, dimensions or location of any improvement erected on the Property, (c) the subdivision of the Property, or (d) environmental protection, or the effect of any violation of these laws, ordinances, or governmental regulations.

34. Any governmental police power.

35. Rights of eminent domain.

36. All matters than an accurate survey of the Property or physical inspection of the Property would disclose.

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RETAIL LEASE AGREEMENT

WFC LINCOLN SANDERS LLC, a Delaware limited liability company

as Landlord

and

FITNESS GROUP OF NORTHBROOK, LLC, a Utah limited liability company

as Tenant

April 14, 2023

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

DocuSign Envelope ID: F379E2AE-C895-4190-8235-38179879E19F

RETAIL LEASE AGREEMENT

THIS RETAIL LEASE AGREEMENT ("**Lease**") is entered into as of the date set forth in **Section 1.1** by and between Landlord and Tenant.

ARTICLE 1 - BASIC LEASE PROVISIONS

1.1 Effective Date: The date of the last signatory hereto that is inserted on the first page of this Lease (with such addition being made after execution by the parties).

1.2 Landlord: WFC LINCOLN SANDERS LLC, a Delaware limited liability company.

1.3 Tenant: FITNESS GROUP OF NORTHBROOK, LLC, a Utah limited liability company.

1.4 Tenant's Trade Name: VASA FITNESS

1.5 Premises: That portion of the Building (defined below) comprised of approximately 50,209 square feet of Floor Area, located at 4125 East Dundee Road, Northbrook, IL 60062 and depicted on the Site Depiction attached hereto as **Exhibit A** (the "**Premises**").

1.6 Building; Landlord's Parcel; Shopping Center: The existing 94,429 square foot building ("**Building**") which is situated on approximately 11.2 acres of land and improvements as legally described on **Exhibit B** attached hereto and incorporated herein ("**Landlord's Parcel**"), and located within the shopping center known as "*Sanders Center*" at the corner of Dundee Road and Sanders Road, as depicted on the Site Depiction (the "**Shopping Center**"). All buildings within the Shopping Center contain a total of 136,912 gross leasable square feet of Floor Area.

1.7 Floor Area: As used in this Lease, Floor Area shall mean all areas designated for the exclusive use of a tenant measured from the exterior surface of exterior walls (and extensions, in the case of openings) and from the center of interior demising walls. All Floor Area will measured in accordance with the foregoing method of measurement.

1.8 Term: Fifteen (15) years following the "**Commencement Date**" (as defined in **Section 1.9**). (Article 3)

1.9 Commencement Date: The date which is earlier of (a) 240 days following Tenant's receipt of the Permits (as defined in **Section 5.3**); (b) the date upon which Tenant opens for business at the Premises; or (c) 360 days following the later of (i) the Effective Date or (ii) the Delivery Date (as defined in **Section 4.1**). (Article 3)

1.10 Parking: Tenant, its guests, patrons, employees and invitees shall have the non-exclusive right to park anywhere in the Common Area (as defined in **Section 14.1**) of the Shopping Center. (Article 2). All parking areas marked in GREEN on the Site Depiction attached as **Exhibit A**, containing no less than 371 parking spaces in total, shall be designated as the Protected Parking Area. Landlord shall not construct, or permit construction of any structures, buildings, improvements or kiosks within the Protected Parking Area, or reduce the number of parking spaces therein. (Article 2)

1.11 Annual Gross Rent: The Annual Gross Rent shall be calculated as follows, subject to adjustment as provided in **Section 5.7**.:

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REMAINDER OF LEASE HAS BEEN INTENTIONALLY OMITTED

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[RETAIL LEASE - LANDLORD SIGNATURE PAGE]

IN WITNESS WHEREOF, Landlord has duly executed this Lease on the day and year below written:

LANDLORD:

WFC LINCOLN SANDERS LLC,
a Delaware limited liability company

By: Westwood Financial Corporation,
a Delaware corporation
Its: Manager

By: DocuSigned by: Mark Bratt
Name: Mark Bratt
Title: CEO
Date: 4/8/2023

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[RETAIL LEASE - TENANT SIGNATURE PAGE]

IN WITNESS WHEREOF, Tenant has duly executed this Lease on the day and year below written:

TENANT:

FITNESS GROUP OF NORTHBROOK, LLC,
a Utah limited liability company

by its Manager: Vasa Target, LLC,
a Utah limited liability company,

by its Manager: Vasa Fitness, LLC,
a Delaware limited liability company

By: DocuSigned by: Rich Nelsen
Name: Rich Nelsen
Title: CEO

Date: 4/6/2023

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

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1.19 **Broker(s)**: ARC and David, Hicks & Lambert Brokerage, collectively as Tenant's Agent, and Newmark as Landlord's Agent.

1.20 **Notices** (Article 23):

To Landlord:
WFC LINCOLN SANDERS LLC
c/o Westwood Financial
5500 Greenville Avenue, Suite 602
Dallas, Texas 75206
Attn: Property Management

With a copy to:

WFC LINCOLN SANDERS LLC
c/o Westwood Financial
10877 Wilshire Boulevard, Suite 1105
Los Angeles, California 90024
Attn: Legal Department

For Payment only:

WFC LINCOLN SANDERS LLC
c/o Westwood Financial
P.O. Box 31080
Tampa, Florida 33630

To Tenant:
Fitness Group of Northbrook, LLC
c/o VASA Fitness, LLC
1259 South 800 East
Orem, Utah 84097
Attn: Chief Operating Officer

With a copy to:
VASA Fitness, LLC
6501 East Belleview Avenue, Suite 350
Denver, Colorado 80111
Attn: Stacia D. Kuhn, Director of Legal Services
Email: directoroflegalservices@vasafitness.com

1.21 **Options:** Tenant shall have the option to extend the Term for three (3) periods of five (5) years each subject to Section 3.2 below.

This **Article 1** is intended to supplement and/or summarize the provisions set forth in the balance of this Lease. If there is any conflict between any provisions contained in this **Article 1** and the balance of this Lease, the balance of this Lease shall control.

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ARTICLE 2 - PREMISES

Landlord leases to Tenant and Tenant leases from Landlord, for the Term (as defined in **Article 3**) and upon the mutual covenants and conditions set forth in this Lease, the Premises described in **Section 1.5** and depicted on **Exhibit A**. In addition, during the Term, Tenant shall at all times have the non-exclusive use of all parking and Common Areas (as defined in **Section 14.1**) within the Shopping Center, and the number of parking stalls within the Protected Parking Area, which shall be provided as required by **Section 1.10**.

ARTICLE 3 - TERM

3.1 Initial Term. This Lease shall be effective from and after the Effective Date specified in **Section 1.1**. The initial term of this Lease ("**Initial Term**") shall commence on the Commencement Date (as specified in **Section 1.9**). The Term shall continue, unless sooner terminated in accordance with the provisions of this Lease, for the number of years specified in **Section 1.9** from the first day of the month following the Commencement Date. Within thirty (30) days following the Commencement Date, the parties shall execute and deliver to each other a certificate substantially in the form of **Exhibit C** attached hereto ("**Commencement Date Certificate**").

3.2 Extension Term. Provided Tenant is open and operating under the Permitted Use, Tenant shall have the option to renew the Initial Term for three (3) periods of five (5) years each (each an "**Extension Term**", and together with the Initial Term, the "**Term**") by giving Landlord written notice ("**Extension Notice**") received at least one hundred eighty (180) days prior to the expiration of the Term then in effect. All terms and conditions hereof shall continue to apply during any Extension Term. If Tenant fails to timely provide Tenant's Extension Notice during the specified period above, Tenant shall have no further right to extend the Lease. Tenant's exercise of the Extension Term shall, at Landlord's sole election, be of no force or effect in the event Tenant is in default under the Lease at the time of Landlord's receipt of Tenant's Extension Notice or prior to the commencement of the Extension Term. The Extension Terms are personal to the Tenant named in the Lease and may not be assigned, and any termination of the Lease during the Term will terminate any and all rights Tenant may have to exercise any Extension Term rights then remaining.

ARTICLE 4 - POSSESSION

4.1 Delivery of Possession. Landlord shall deliver exclusive possession of the Premises to Tenant, free of the rights of any other party to use or occupy the same, and in the condition described in **Exhibit D**, attached hereto and incorporated herein, no earlier than thirty (30) days after the Effective Date and no later than the Anticipated Delivery Date (as defined below) (the "**Delivery of Possession**"). The date of Delivery of Possession is hereinafter referred to as the "**Delivery Date**." Landlord shall confirm Landlord's Delivery of Possession of the Premises to Tenant in writing, which possession notice shall be in the form of **Exhibit E** hereto.

4.2 Failure to Timely Deliver. In the event Landlord does not deliver exclusive possession of the Premises to Tenant on or before the date that is sixty (60) days following the later of (a) Tenant's receipt of its Permits (as defined in **Section 5.3** below), or (b) the date Landlord has obtained final approval of the Special Use Permit (as defined in **Exhibit D**) (such date being the "**Anticipated Delivery Date**"), then Tenant shall be credited with one (1) day of free Rent for each date that elapses between the Anticipated Delivery Date and the actual Delivery Date. Landlord and Tenant agree that the amount set forth above is a reasonable estimate of the damages Tenant would sustain if the delivery of the Premises is so delayed, and that it is not and shall not be construed as a penalty. In the event Landlord is unable to receive the

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

PIN	PHYSICALADDRESS	COMMUNITYNAME	STATE	ZIPCODE	OWNERNAME	OWNERADDRESS	OWNERCITY	OWNER	OWNERZIP	TENANT NAME	TENANT LEGAL	TENANT NOTICE ADDRESS
4063010390000	750 Sanders RD	NORTHBROOK	IL	60062	JPMC ORE LERETA LLC	PO BOX 1919	WICHITA FALL	TX	76307			
4063020020000	265 SANDERS RD	NORTHBROOK	IL	60062	None Listed							
4063020090000	751 SANDERS RD	NORTHBROOK	IL	60062	None Listed							
4063090190000	756 SAMSON WAY	NORTHBROOK	IL	60062	SUNG SIK LEE	756 SAMSON WAY	NORTHBROOK	IL	60062			
4063090200000	764 SAMSON WAY	NORTHBROOK	IL	60062	SERGEY PESTEREV & EKAT	764 SAMSON WAY	NORTHBROOK	IL	60062			
4063090210000	4257 HENRY WAY	NORTHBROOK	IL	60062	IRA LAUTER	4257 HENRY WAY	NORTHBROOK	IL	60062			
4063090220000	4249 HENRY WAY	NORTHBROOK	IL	60062	YANGMING SUN	4249 HENRY WAY	NORTHBROOK	IL	60062			
4063090230000	4241 HENRY WAY	NORTHBROOK	IL	60062	YUNG K MOON & JIN H MO	4241 HENRY WAY	NORTHBROOK	IL	60062			
4063090240000	4233 HENRY WAY	NORTHBROOK	IL	60062	KAREN N ROTH	4233 HENRY WAY	NORTHBROOK	IL	60062			
4063090250000	4225 HENRY WAY	NORTHBROOK	IL	60062	TSIRULNIKOV GALINA	4225 HENRY WAY	NORTHBROOK	IL	60062			
4063090260000	742 SARAH LN	NORTHBROOK	IL	60062	ALLA AIZENBERG	251 174TH ST APT 1703	SUNNY BEACH	FL	33160			
4063090270000	750 SARAH LN	NORTHBROOK	IL	60062	RAHIM MERCHANT	750 SARAH LN	NORTHBROOK	IL	60062			
4063090280000	758 SARAH LN	NORTHBROOK	IL	60062	NEIL ROSENGARD	758 SARAH LN	NORTHBROOK	IL	60062			
4063090290000	773 SARAH LN	NORTHBROOK	IL	60062	JASON & JULIE MEYERS	773 SARAH LN	NORTHBROOK	IL	60062			
4063090300000	765 SARAH LN	NORTHBROOK	IL	60062	ALAN FINE	765 SARAH LN	NORTHBROOK	IL	60062			
4063090310000	757 SARAH LN	NORTHBROOK	IL	60062	ZHAORUI ZHANG & ANQIL	757 SARAH LN	NORTHBROOK	IL	60062			
4063090320000	749 SARAH LN	NORTHBROOK	IL	60062	SEUNG IL YOO	749 SARAH LN	NORTHBROOK	IL	60062			
4063090330000	741 SARAH LN	NORTHBROOK	IL	60062	ADAM GELFELD	741 SARAH LN	NORTHBROOK	IL	60062			
4063090340000	733 SARAH LN	NORTHBROOK	IL	60062	DEEPAK PANDEY	733 SARAH LN	NORTHBROOK	IL	60062			
4063090390000	705 SARAH LN	NORTHBROOK	IL	60062	GERALD ROBBIN	706 SARAH LN	NORTHBROOK	IL	60062			
4071000160000	4117 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000160000	4109 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000160000	4113 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000160000	4111 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000160000	4119 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000160000	4115 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000170000	4105 DUNDEE RD	NORTHBROOK	IL	60062	CULVNB LLC	450 MCHENRY RD	BUFFALO GRV	IL	60089			
4071000180000	4109 DUNDEE RD	NORTHBROOK	IL	60062	CULVNB LLC	451 MCHENRY RD	BUFFALO GRV	IL	60089			
4071000190000	4109 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4119 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4195 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049	Butterfield's Pancake House	S&A Restaurant, Inc.	S&A Restaurant, Inc.,545 McClurg, Chicago, IL 60611
4071000200000	4189 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4167 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4141 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4193 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4179 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4177 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4175 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049	Marisa's Pizza	Raul Maldonado, a married man	Raul Maldonado, 127 N. Wolf Rd., #58A, Wheeling, IL 60090
4071000200000	4173 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049	Lisa's Boutique	Lisa's Boutique, Inc.	Leonid Caine Nunez or Lisa Ann Nunez 415 Bluebird Lane Deerfield, IL 60015

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

4071000200000	4171 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4169 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4165 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049	Noggin Builders	Noggin Builders, LLC	NOGGIN BUILDERS, LLC 3603 Bernay Drive, Northbrook, Illinois 60062 Attention: Amy Torf
4071000200000	4137 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049	USA Vein Clinics	Medical Management of Chicago, LLC	Medical Management of Chicago, LLC, 4137 Dundee Rd., Northbrook, IL 60062 with a copy to O. Allan Fridman, Alex Drapatsky, 555 Skokie Blvd., Suite 500 Northbrook, IL 60062
4071000200000	4191 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4187 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049	Fred Astaire Dance Studio	Northbrook Ballroom Dance, Inc.	Northbrook Ballroom Dance, Inc., 1731 Savannah Circle, Mundelein, Illinois 60060 Attn.: Kharyton Khomenko or Anastasia Khomenko
4071000200000	4185 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049	Bank of America	Bank of America, N.A.	Bank of America, National Association 13850 Ballantyne Corporate Place Mail Code: NC2-150-03-06 Charlotte, North Carolina 28277 Attention: Lease Administration (MH ILW-289) E-mail: BAML.LeaseAdmin@am.jll.com [Note: The above email address is for infonmational purposes only and shall not be used for delivery of notices under this Lease.] With a copy tu. Sarah A. Harmon, Vice President (ILW-289) Bank of America, National Association 214 N. Tryon Street Mail Code NCl-027-MZ-01 Charlotte, North Carolina 28255

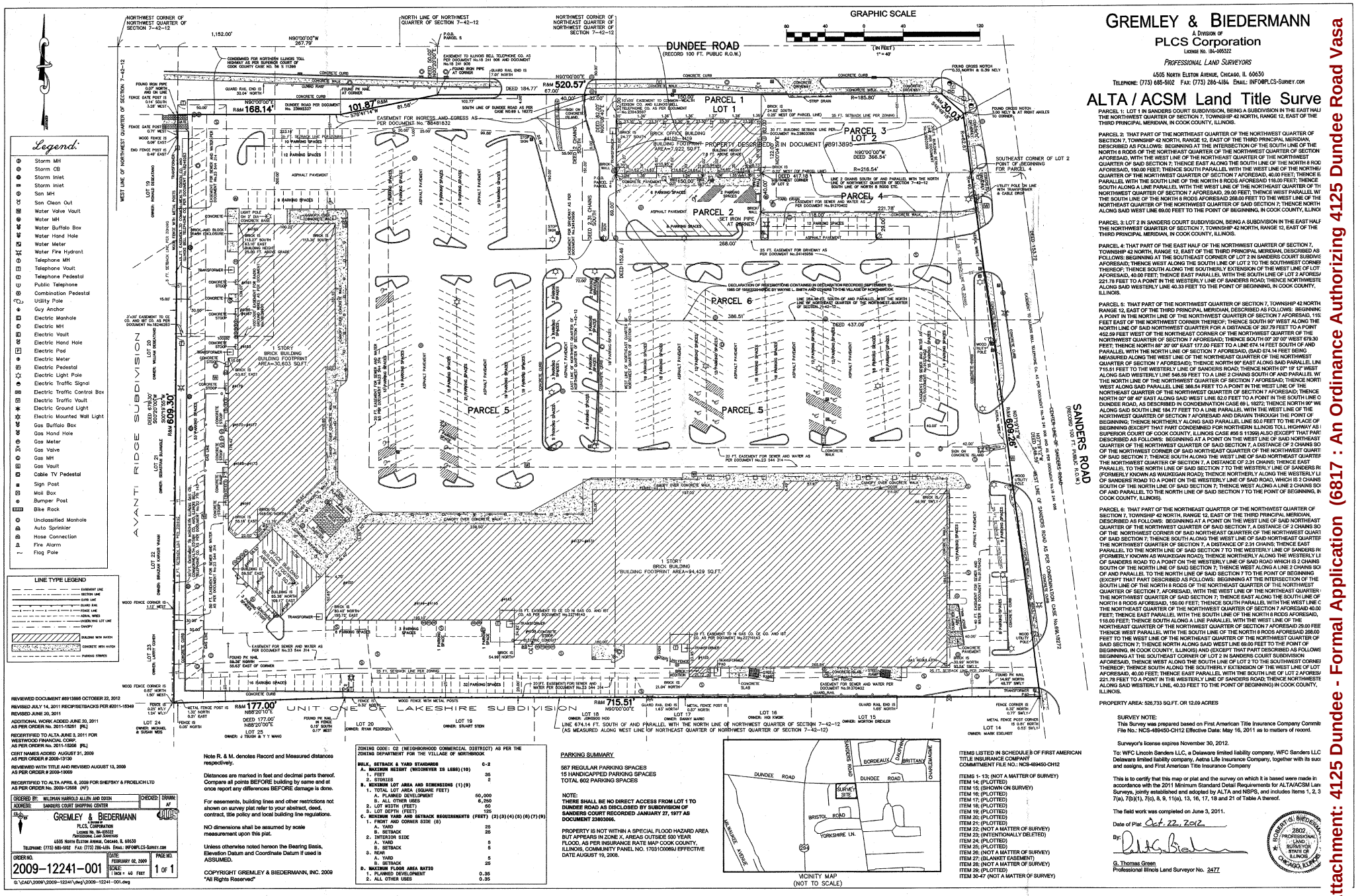
Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

4071000200000	4183 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049	Sanders Nails	Joe Nguyen and Rachel Nguyen (F/K/A Yen Ly Du), husband and wife	Joe Nguyen and/or Yen Ly Du 4736 North Troy Chicago, Illinois 60625
4071000200000	4145 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049	Tong's Hunan	Hsiao's, Inc.	Hsaio's, Inc., 4145 W. Dundee Rd. Northbrook IL 60062
4071000200000	4125 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049	Proposed VASA		
4071000200000	4131 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4159 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4161 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4163 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4139 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4149 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049	Carousel Hair Studio	Carousel Hair Studio, Inc.	Carousel Hair Studio, Inc. 4149 Dundee Road
4071000200000	4155 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049	Vogue Furniture for 4U, Inc.	VOGUE FURNITURE 4U, INC.	VOGUE FURNITURE 4U, INC. 110 Green Bay Road, Suite 102 Glencoe, IL 60022
4071000200000	4147 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049			
4071000200000	4133 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049	Goodwill Retail Services	Goodwill Retail Services, Inc.	Goodwill Retail Services, Inc., 6055 N. 91st St., Milwaukee, WI 53225
4071000200000	4181 DUNDEE RD	NORTHBROOK	IL	60062	WFC LINCOLN SANDERS IL	11440 SAN VICENTE #200	LOS ANGELES	CA	90049	Premise Health	Premise Health Holding Corp.	Premise Health Holding Corp 5500 Maryland Way, Suite 120 ATTN: General Counsel Brentwood, TN 37027
4071080010000	4115 BRISTOL CT	NORTHBROOK	IL	60062	YI LIN & V STACHOVIC	4115 BRISTOL CT	NORTHBROOK	IL	60062			
4071080020000	4119 BRISTOL CT	NORTHBROOK	IL	60062	TIM STRANG	4119 BRISTOL CT	NORTHBROOK	IL	60062			
4071080030000	4125 BRISTOL CT	NORTHBROOK	IL	60062	STANLEY J DAVIDSON TRUS	4125 BRISTOL CT	NORTHBROOK	IL	60062			
4071080040000	4131 BRISTOL CT	NORTHBROOK	IL	60062	ANDREW N WOLFE	4131 BRISTOL CT	NORTHBROOK	IL	60062			
4071080080000	4107 BRISTOL CT	NORTHBROOK	IL	60062	ROY H POZAN	4107 BRISTOL CT	NORTHBROOK	IL	60062			
4071100030000	4108 BRISTOL CT	NORTHBROOK	IL	60062	NICHOLAS G KORDOS	4108 BRISTOL CT	NORTHBROOK	IL	60062			
4071100040000	4110 BRISTOL CT	NORTHBROOK	IL	60062	DAVID CALASCIBETTA	4110 BRISTOL CT	NORTHBROOK	IL	60062			
4071100050000	4112 BRISTOL CT	NORTHBROOK	IL	60062	DAVID & M GREENFIELD	4112 BRISTOL CT	NORTHBROOK	IL	60062			
4071100060000	4114 BRISTOL CT	NORTHBROOK	IL	60062	MARK EDELHEIT	4114 BRISTOL CT	NORTHBROOK	IL	60062			
4071100070000	4116 BRISTOL CT	NORTHBROOK	IL	60062	MORTON DEE DREXLER	4116 BRISTOL CT	NORTHBROOK	IL	60062			
4071100080000	4118 BRISTOL CT	NORTHBROOK	IL	60062	HOI KWOK	4118 BRISTOL CT	NORTHBROOK	IL	60062			
4071100090000	4120 BRISTOL CT	NORTHBROOK	IL	60062	TAE IN YOUNG	4120 BRISTOL CT	NORTHBROOK	IL	60062			
4071100100000	4122 BRISTOL CT	NORTHBROOK	IL	60062	MEGAN S LEONARD	4122 BRISTOL CT	NORTHBROOK	IL	60062			
4071100110000	4124 BRISTOL CT	NORTHBROOK	IL	60062	STUART J STEIN	4124 BRISTOL CT	NORTHBROOK	IL	60062			
4071100120000	4126 BRISTOL CT	NORTHBROOK	IL	60062	MICHAEL & MARIYA ELYAS	4126 BRISTOL CT	NORTHBROOK	IL	60062			
4071100130000	4128 BRISTOL CT	NORTHBROOK	IL	60062	ALLISON SHAFRAN	4128 BRISTOL CT	NORTHBROOK	IL	60062			

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

4071100140000	4130 BRISTOL CT	NORTHBROOK	IL	60062	BARRY R WALLACH & TRUSTI	4130 BRISTOL CT	NORTHBROOK	IL	60062
4071100150000	4132 BRISTOL CT	NORTHBROOK	IL	60062	YANIV SHNAIDER	4132 BRISTOL CT	NORTHBROOK	IL	60062
4071100170000	4136 YORKSHIRE LN	NORTHBROOK	IL	60062	N SASSALI & L ORRICO	4137 YORKSHIRE LN	NORTHBROOK	IL	60062
4071100190000	4146 PONY LN	NORTHBROOK	IL	60062	ALLAN SARAH BUDWEG	857 PONY LN	NORTHBROOK	IL	60062
4071100200000	856 PONY LN	NORTHBROOK	IL	60062	MOHAMMED SAIFUDDIN MI	856 PONY LN	NORTHBROOK	IL	60062
4071100380000	848 PONY LN	NORTHBROOK	IL	60062	MARIO A PIERONI	848 PONY LN	NORTHBROOK	IL	60062
4071100390000	844 PONY LN	NORTHBROOK	IL	60062	BRIAN SHARON YAGODA	844 PONY LN	NORTHBROOK	IL	60062
4071100470000	801 PONY LN	NORTHBROOK	IL	60062	GEORGE MOUNSEF	801 PINTO LN	NORTHBROOK	IL	60062
4071100480000	805 PINTO LN	NORTHBROOK	IL	60062	JAINAB BEGUM	805 PINTO LN	NORTHBROOK	IL	60062
4071100490000	809 PINTO LN	NORTHBROOK	IL	60062	QASWARA KADHIM & SHAH/	809 PINTO LN	NORTHBROOK	IL	60062
4071100500000	815 PINTO LN	NORTHBROOK	IL	60062	SUJAMOLE KAITHAKKATHOT	815 PINTO LN	NORTHBROOK	IL	60062
4071100510000	821 PINTO LN	NORTHBROOK	IL	60062	BIRAZIAN KARKOR VIVIAN	821 PINTO LN	NORTHBROOK	IL	60062
4071100520000	825 PINTO LN	NORTHBROOK	IL	60062	TAO ZHOU & Y LU	825 PINTO LN	NORTHBROOK	IL	60062
4071100540000	845 PONY LN	NORTHBROOK	IL	60062	YA YUAN WANG TRUSTEE T	845 PONY LN	NORTHBROOK	IL	60062
4071100550000	849 PONY LN	NORTHBROOK	IL	60062	JUNG W LEE	849 PONY LN	NORTHBROOK	IL	60062
4071100560000	853 PONY LN	NORTHBROOK	IL	60062	ELANA RAHMANIM NOT IND	853 PONY LN	NORTHBROOK	IL	60062
4071100570000	816 PONY LN	NORTHBROOK	IL	60062	AVANTI RIDGE ASSC	844 PONY LN	NORTHBROOK	IL	60062
4071100580000	840 PONY LN	NORTHBROOK	IL	60062	LESLIE L MACHADO	840 PONY LN	NORTHBROOK	IL	60062
4071100590000	842 PONY LN	NORTHBROOK	IL	60062	LESLIE L MACHADO	841 PONY LN	NORTHBROOK	IL	60062
4071100600000	843 PINTO LN	NORTHBROOK	IL	60062	VIRGILIO DE RAMA	843 PONY LN	NORTHBROOK	IL	60062
4071100610000	843 PONY LN	NORTHBROOK	IL	60062	VIRGILIO DE RAMA	844 PONY LN	NORTHBROOK	IL	60062
4071110010000	811 PONY LN	NORTHBROOK	IL	60062	SAJI THOMAS	811 PONY LN	NORTHBROOK	IL	60062
4071110020000	817 PONY LN	NORTHBROOK	IL	60062	TAEHO KIM	817 PONY LN	NORTHBROOK	IL	60062
4071110030000	823 PONY LN	NORTHBROOK	IL	60062	AMIN M BHIMANI	823 PONY LN	NORTHBROOK	IL	60062
4071110040000	827 PONY LN	NORTHBROOK	IL	60062	STEWART I SMASON	827 PONY LN	NORTHBROOK	IL	60062
4071110060000	824 PINTO LN	NORTHBROOK	IL	60062	SCOTT GOTTLIEB	824 PINTO LN	NORTHBROOK	IL	60062
4071110070000	818 PINTO LN	NORTHBROOK	IL	60062	ALEX & REGINA SHAPIRO	818 PINTO LN	NORTHBROOK	IL	60062
4071110080000	812 PINTO LN	NORTHBROOK	IL	60062	DOUGLAS A WADDELL & PA	812 PINTO LN	NORTHBROOK	IL	60062
4071110090000	841 PONY LN	NORTHBROOK	IL	60062	JAMES KONSTANT	841 PONY LN	NORTHBROOK	IL	60062
4071110100000	841 PONY LN	NORTHBROOK	IL	60062	JAMES KONSTANT	841 PONY LN	NORTHBROOK	IL	60062
4072000250000	945 SANDERS RD	NORTHBROOK	IL	60062	APRIL GRACE T OCAMPO	945 SANDERS RD	NORTHBROOK	IL	60062
4072000330000	4095 DUNDEE RD	NORTHBROOK	IL	60062	AMR PETROLEUM INC	424 PFINGSTEN RD	NORTHBROOK	IL	60062
4072000340000	4091 DUNDEE RD	NORTHBROOK	IL	60062	GUELZOW LLC	PO BOX 249	NORTHBROOK	IL	60062
4072000370000	806 DOWNING ST	NORTHBROOK	IL	60062	RANDY J KURTZ	806 DOWNING ST	NORTHBROOK	IL	60062
4072000380000	808 DOWNING ST	NORTHBROOK	IL	60062	RICHARD ATLAS	808 DOWNING ST	NORTHBROOK	IL	60062
4072000390000	812 DOWNING ST	NORTHBROOK	IL	60062	THE JORDAN SAMUEL POLL	812 DOWNING ST	NORTHBROOK	IL	60062
4072000400000	816 DOWNING ST	NORTHBROOK	IL	60062	ANDREW D GORDAN	816 DOWNING ST	NORTHBROOK	IL	60062
4072000410000	820 DOWNING ST	NORTHBROOK	IL	60062	RAYMOND LEE	820 DOWNING ST	NORTHBROOK	IL	60062
4072000420000	824 DOWNING ST	NORTHBROOK	IL	60062	SEAN BEEZARK	824 DOWNING ST	NORTHBROOK	IL	60062
4072000430000	826 DOWNING ST	NORTHBROOK	IL	60062	DAN MILKENS	826 DOWING ST	NORTHBROOK	IL	60062
4072000550000	4030 DANA CT	NORTHBROOK	IL	60062	DANIEL DEVIN	4030 DANA CT	NORTHBROOK	IL	60062
4072000560000	4022 DANA CT	NORTHBROOK	IL	60062	WON S KIM	4022 DANA CT	NORTHBROOK	IL	60062
4072000570000	4016 DANA CT	NORTHBROOK	IL	60062	E HELEN DYM SMOLER	4016 DANA CT	NORTHBROOK	IL	60062
4072000590000	4017 DANA CT	NORTHBROOK	IL	60062	CHARLES NUDELMAN	4017 DANA CT	NORTHBROOK	IL	60062
4072000600000	4025 DANA CT	NORTHBROOK	IL	60062	RICK MOSS	4025 DANA CT	NORTHBROOK	IL	60062
4072000610000	4033 DANA CT	NORTHBROOK	IL	60062	ARINDAM MUKHERJEE & AT	4033 DANA CT	NORTHBROOK	IL	60062
4072000630000	855 SANDERS CT	NORTHBROOK	IL	60062	MARK KIPNIS CO ARMCO	900 LIVELY BLVD	ELK GRV VLG	IL	60007

Attachment: 4125 Dundee - Formal Application (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)


GRAPHIC SCALE
80 40 0 40 120
(IN FEET)
1" = 40'
DUNDEE ROAD
(RECORD 100 FT. PUBLIC R.O.W.)
SANDERS ROAD
(RECORD 100 FT. PUBLIC R.O.W.)
AVANTI RIDGE SUBDIVISION
UNIT ONE OF LAKESHIRE SUBDIVISION
PARCEL 1
LOT 1
PARCEL 2
PARCEL 3
LOT 2
PARCEL 4
PARCEL 5
PARCEL 6
PROPERTY DESCRIBED IN DOCUMENT #89138954
BUILDING FOOTPRINT AREA=7,922 SQ.FT.
1 STORY BRICK BUILDING
BUILDING FOOTPRINT AREA=30,603 SQ.FT.
1 STORY BRICK BUILDING
BUILDING FOOTPRINT AREA=94,429 SQ.FT.
BRICK OFFICE BUILDING
UNIT NO. 1
BUILDING HEIGHT 7.9 FT. ABOVE GRADE
R&M 520.57'
R&M 168.14'
R&M 609.30'
R&M 609.26'
R&M 177.00'
R&M 715.51'
DEED 184.77'
DEED 177.00'
DEED 678.30'
DEED 609.26'
DEED 715.51'
DEED 152.46'
DEED 437.09'
DEED 417.18'
DEED 366.54'
DEED 216.54'
DEED 268.00'
DEED 386.51'
DEED 221.78'
DEED 152.72'
DEED 2.31 CHAINS SOUTH
DEED 2.31 CHAINS NORTH
N90°00'00"E 520.57'
N90°00'00"W 287.79'
N90°00'00"E 715.51'
N88°20'10"E 177.00'
N88°20'00"E
S01°19'55"W 609.30'
S01°19'55"W 609.26'
S76°41'14"W 101.87'
S30°03'50"E 30.03'
N90°00'00"W 366.54'
N90°00'00"W 216.54'
N90°00'00"W 268.00'
N90°00'00"W 221.78'
N90°00'00"W 386.51'
N90°00'00"W 152.46'
N90°00'00"W 152.72'
N90°00'00"W 437.09'
N90°00'00"W 417.18'
N90°00'00"W 1,152.00'
N90°00'00"W 287.79'
NORTHWEST CORNER OF NORTHWEST QUARTER OF SECTION 7-42-12
NORTH LINE OF NORTHWEST QUARTER OF SECTION 7-42-12
NORTHWEST CORNER OF NORTHEAST QUARTER OF NORTHWEST QUARTER OF SECTION 7-42-12
WEST LINE OF NORTHWEST QUARTER OF SECTION 7-42-12
P.O.B. PARCEL 5
P.O.B. PARCEL 1
P.O.B. PARCEL 2
P.O.B. PARCEL 3
P.O.B. PARCEL 4
P.O.B. PARCEL 6
SOUTHEAST CORNER OF LOT 2 POINT OF BEGINNING FOR PARCEL 4
SET IRON PIPE AT CORNER
LINE 674.14 FT. SOUTH OF AND PARALLEL WITH THE NORTH LINE OF NORTHWEST QUARTER OF SECTION 7-42-12 (AS MEASURED ALONG WEST LINE OF NORTHEAST QUARTER OF NORTHWEST QUARTER OF SECTION 7-42-12)
LINE 284.14 FT. SOUTH OF AND PARALLEL WITH THE NORTH LINE OF NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7-42-12
EASEMENT FOR INGRESS AND EGRESS AS PER DOCUMENT No. 88481832
DECLARATION OF RESTRICTIONS CONTAINED IN DECLARATION RECORDED SEPTEMBER 10, 1985 OF 85553330 MADE BY WAYNE L. SMITH AND OTHERS TO THE VILLAGE OF NORTHBROOK
20 FT. EASEMENT FOR SEWER AND WATER AS PER DOCUMENT No.23 544 314
20 FT. EASEMENT FOR DRIVEWAY AS PER DOCUMENT No.24145259
20 FT. EASEMENT FOR SEWER AND WATER AS PER DOCUMENT No.91370402
20 FT. EASEMENT FOR SEWER AND WATER AS PER DOCUMENT No.91370402
20 FT. EASEMENT FOR SEWER AND WATER AS PER DOCUMENT No.23 544 314

Project Narrative

This application proposes to convert the approximately 50,000 SF vacant building located in the southeast corner of the Sanders Court retail shopping center in Northbrook, IL into a VASA Fitness. VASA is among the top 20 largest health club operators in the country with a total of 51 operating locations. They are currently the high-value low-price (HVLP) market leader in Colorado and Utah, and continue to outperform in Oklahoma, Indiana, Illinois, Wisconsin, and Arizona locations.

The property is located at the end of a multi-tenant building and is directly adjacent to a Goodwill store. Other tenants within the larger site include Bank of America, Weight Watchers, various restaurants, hair and nail salons, clothing stores, and a dance studio. VASA is entitled to non-exclusive parking throughout the entire shopping center. City Zoning requires that there be 1 stall per 3 occupants. With an Occupancy count of 958, a total of 320 spaces would be needed, so there is no need to expand parking at this time.

VASA's mission is to uplift communities by offering inclusive, accessible, on-trend fitness solutions. They build and nurture fitness communities where all types of people at all stages in their fitness journey can come to get healthy, happy, and have the opportunity to be social and connect with others in a meaningful way. According to the American Psychological Association, loneliness and social isolation may represent a greater public health hazard than obesity, and that impact is continuing to grow. Being part of the thriving VASA Fitness community gives people a space to not only improve physical health, but also mental health.

VASA offers top-of-the-line amenities, including a large free weights area, expansive cardio deck, two functional training turf areas, boutique-style High Intensity Interval Training and Infrared Yoga studios, a personal training cage, a variety of group fitness classes, hydro-massage lounge, basketball court, steam room, sauna, and childcare services. The facilities are typically open daily from 5am-12am and have approximately 50 employees.

Each of the 4 fitness classrooms hosts approximately 3-5 classes per day. Classes operate on a staggered schedule throughout the day. Studio Red and Studio Flow have a maximum capacity per class of 20-25 participants, Cycle has a maximum capacity of 15 participants per class, and Group Fitness has a maximum capacity of 55 participants per class.

VASA Fitness does not host any special events outside of their standard class and training offerings during business hours.

VASA has a small retail section in each gym containing grab-and-go snacks and drinks and clothing. These items are delivered to the site with a standard box delivery truck from Fed-Ex or UPS in the form of 1-2 boxes per order and these orders come approximately bi-weekly. Once open, the facility will order small equipment once per month that come via Amazon delivery boxes. There is an existing loading dock on the building but access to it is being closed off and will not be used for any deliveries. Deliveries can be expected about one time per month.

Proposed interior changes to the property include demolition of all existing interior walls as well as the existing mezzanine level. The spaces would then be constructed to fulfill the functions of the fitness center above and would include all new floor, wall, and ceiling finishes. Resizing and rerouting of plumbing, mechanical, and electrical systems to serve the needs of the new tenant will likely be required.

Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

Proposed exterior improvements include paint and/or recladding a portion of the existing façade to enhance the entry area and reflect the signature VASA aesthetic. Branding elements such as VASA's colors, logo and amenity signage, and a vertical tower component are included in all designs, though each location is unique. The typical VASA logo sign exceeds the limits of the Northbrook village signage requirements, as it is greater than 100 SF and higher than 20'-0" from grade. A special permit application will be submitted to request an increase in the allowable signage area and height. Please refer to the included illustrations and imagery for examples of exterior improvements and signage in other VASA locations.

VASA Fitness is committed to the wellness of the body, mind, and the environment and will foster the Community's Climate Action Plan in the following ways:

- All new appliances installed will carry an Energy Star rating, HVAC updates will incorporate high-performance, energy efficient units and electrical updates will utilize LED fixtures. (1A)
- All paints, finishes, and laminates specified for VASA Fitness facilities are required to be low-VOC. (1B)
- Provisions will be set in the specifications to ensure compliance with Cook County's demolition recycling requirements. (2A)
- Plumbing fixtures in the facility are required to meet the standards of a WaterSense or similar environmental water and energy saving standard. Low-Flow water closets and aerator spray faucets are standard in all VASA Fitness facilities. (3A)
- Each set of drinking fountains is equipped with a bottle filler to encourage the use of reusable water bottles. (3B)

Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

Farnsworth GROUP

5613 DTC Parkway, Suite 1100
Greenwood Village, Colorado 80111
p 303.692.8838

www.f-w.com

June 26, 2023

Village of Northbrook
1225 Cedar Lane
Northbrook, IL 60062

Attn: Swati Pandey

Re: PCD-23-06 – 4125 Dundee Road

Dear Swati Pandey:

1. Provide legal description and PINs of the Subject Property (4105-4195 Dundee Road) in a Word Document. There appears to be five PINs in our record but the Plat of Survey shows six parcel descriptions. Confirm.
Response: Enclosed with the resubmittal is Sanders Legal Description. Confirmed that there are six parcels but five PINs.

2. Are there any renewal options for the tenant in the lease? If yes, provide those pages of the lease document.
Response: Enclosed with the resubmittal is Vasa Lease option pages.

3. Complete the Beneficial Interest pages 5 and 7 of the formal application. All beneficiaries should be listed as requested for current property owner and applicant, respectively.
Response: WPF Operating LLC owns 100% of WFC Lincoln Sanders LLC (the property owner) and VASA Target, LLC owns 100% of Fitness Group of Northbrook, LLC (the applicant).

4. Complete a Major Variation worksheet (attached) for one wall sign exceeding the maximum sign area limit of 100sf. Upon direction from the Village Board and additional staff review it has been determined that the request for one wall sign (Vasa Fitness) to exceed the maximum size limit of 100 square feet should be made as a Major Variation request (not through a text amendment). Therefore, complete the worksheet addressing each standard explaining how the requested item meets each standard.
Response: Please find the Major Variation worksheet included in this resubmittal.

5. Based on the Plat of Survey there is 600 parking spaces on the Subject Property. A parking analysis based on the tenant information shows that 652 parking spaces are required for this use. Therefore a parking variation to reduce the requirement from 652 spaces to 600 spaces (7.97%) will be required. A zoning variation worksheet (attached)

Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

must be submitted and address standards showing the variation would not have a negative impact and meet the needs of the shopping center.
Response: Please find the Zoning Variation included in this resubmittal.

6. Revise the Special Permit worksheet (physical fitness facility) that have been already submitted with additional information. Expand on your responses and explain how your application and requested use meets each standard.
Response: Additional information had be provided in the attached Special Permit worksheet as requested.

7. Will Vasa Fitness be directly adjacent to Goodwill Store or will there be another tenant unit in between? The narrative states that it will be directly adjacent, however, the layout plan shows otherwise. Confirm.
Response: Yes, Goodwill Store will be adjacent to Vasa.

8. Sign Package:
a. Label the height of the main facade on the elevation plan.
b. Label the maximum height of the logo and amenities sign from grade.
c. Explain why the size of the main facade wall sign 'Vasa Fitness' increased from 385sf shown at preliminary review to 519sf. **The sign square footages are consistent with Vasa's national branding sign package. Vasa has 50+ locations across the United States and maintains these sign standards at each gym location. Exterior signage is the main focus of their marketing campaign. With the building setbacks 450'+ from Dundee Road and 250'+ at various angles from Sanders Road we believe the building signage is sized appropriately. The Vasa's signs are backlit and have a very subtle illumination compared to the other tenants in the development and surrounding the property are all face lit.**

d. Will there be a panel for the business on the existing ground signs for the shopping center? **There are (2) small existing pole signs (1) on Dundee Road and (1) on Sanders Road that Vasa can apply their name to (1) space per sign. The existing pole signs offer minimal visibility to the traveling public based on the time they have to view the sign faces and the development is surrounded by trees blocking the signs.**

9. Are there any outdoor activity proposed as part of the use?
Response: No, there is no outdoor activity proposed as part of the use.

10. Will there be any new rooftop mechanical units installed as part of the renovations project? If yes, the RTUs must be screened from all sides either by a parapet wall or a screening fence. Confirm and if proposed, please show an elevation plan showing screening for the RTUs.

Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

Response: Yes, new RTUs will be installed for this project. Elevations have been updated to show roof screening as required. The front façade screens the equipment from view. Evaluation for further roof screening as required will be done as a part of the building permit package.

11. Confirm if there are any existing trash enclosures for the proposed tenant. If yes, show the location on the site plan. Confirm if 'Vasa Fitness plans to use the existing dumpsters only and that will have sufficient capacity to meet the business requirement.
Response: Enclosed is Trash Enclosure Map for your reference.

12. A loading space must be shown per the requirements of Section 9-105 of the Zoning Code. If not, then a dedicated loading area must be identified on the site that will be required to be striped and signed in addition to requesting a loading space variation. Staff can discuss and expand on the requirement once the Applicant determines the option that they propose.
Response: A Loading space has been added to the back of the building on the site plan.

13. The proposed Elevation Plan notes include reference to a bench and bike rack. Show the location and type on the proposed site plan.
Response: The locations and types of these items have been added to the site plan.

14. What is the minimum age of membership to the facility?
Response: Membership age minimum is 12 years old.

15. What will be the peak employee count within operation hours?
Response: The peak number of employees is 15.

16. What is the anticipated peak hours of operations with regards to occupancy?
Response: The peak hours of operation are 5:00 A.M. to 7:00 A.M., 9:00 A.M. to 11:00 A.M. and 4:00 P.M. to 9:00 P.M.

17. Within the hours of operation, would there be employees present at all times or is there any automated access for members?
Response: There are always employees present, no automated access for members is provided.

Sincerely,

FARNSWORTH GROUP, INC.

Stephanie Morgenthaler
Project Architect

Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa Fitness Special Permit)

Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa

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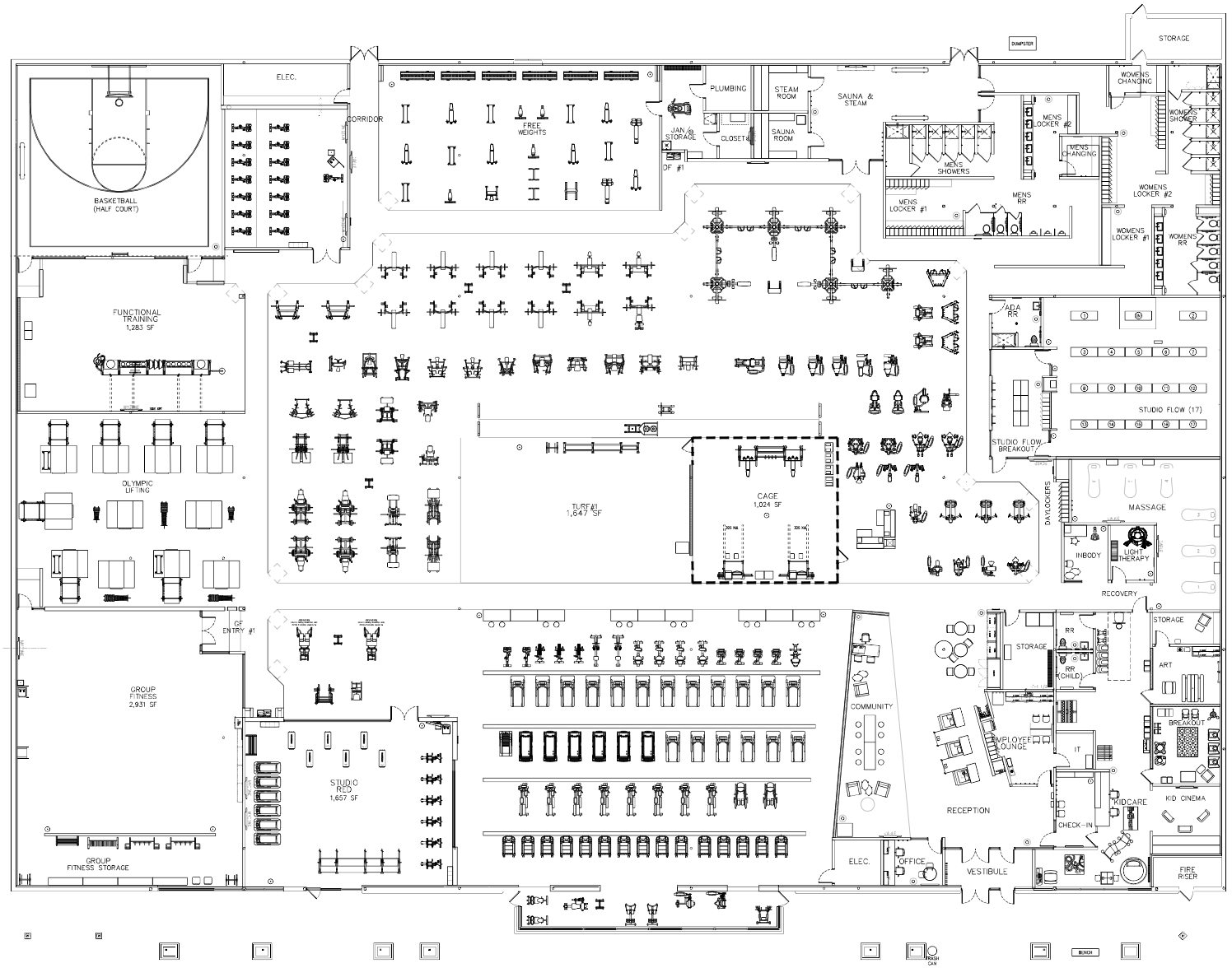
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VASA FITNESS

CONCEPTUAL FLOOR PLAN

Farnsworth GROUP

VASA FITNESS

Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa





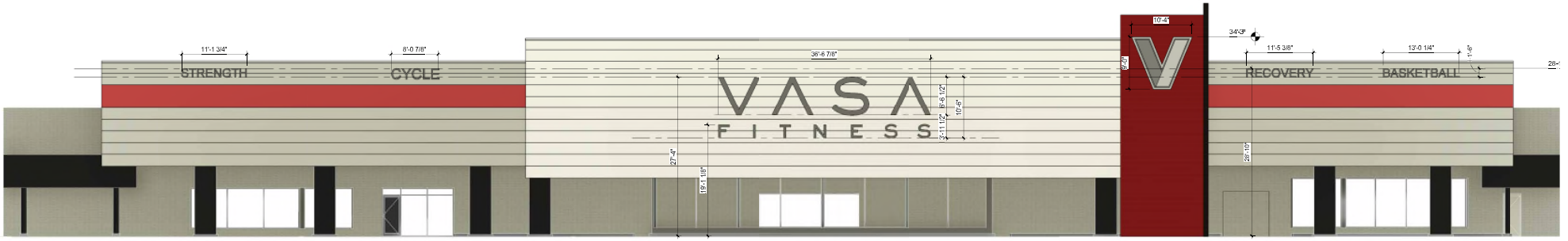
VASA FITNESS

CONCEPTUAL EXTERIOR DESIGN

Farnsworth GROUP

VASA FITNESS

Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa



VASA FITNESS

CONCEPTUAL SIGN PLAN

Farnsworth GROUP

VASA FITNESS


VASA
REVIVE
VASA FITNESS
SIGNATURE BRAND INTERIOR IMAGES





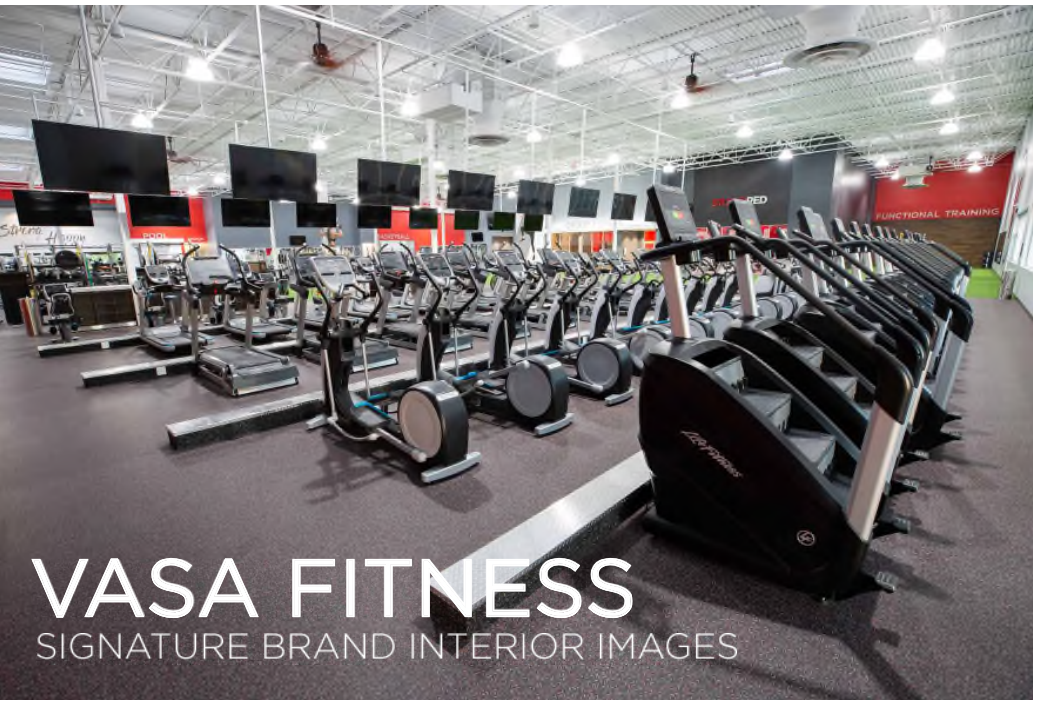




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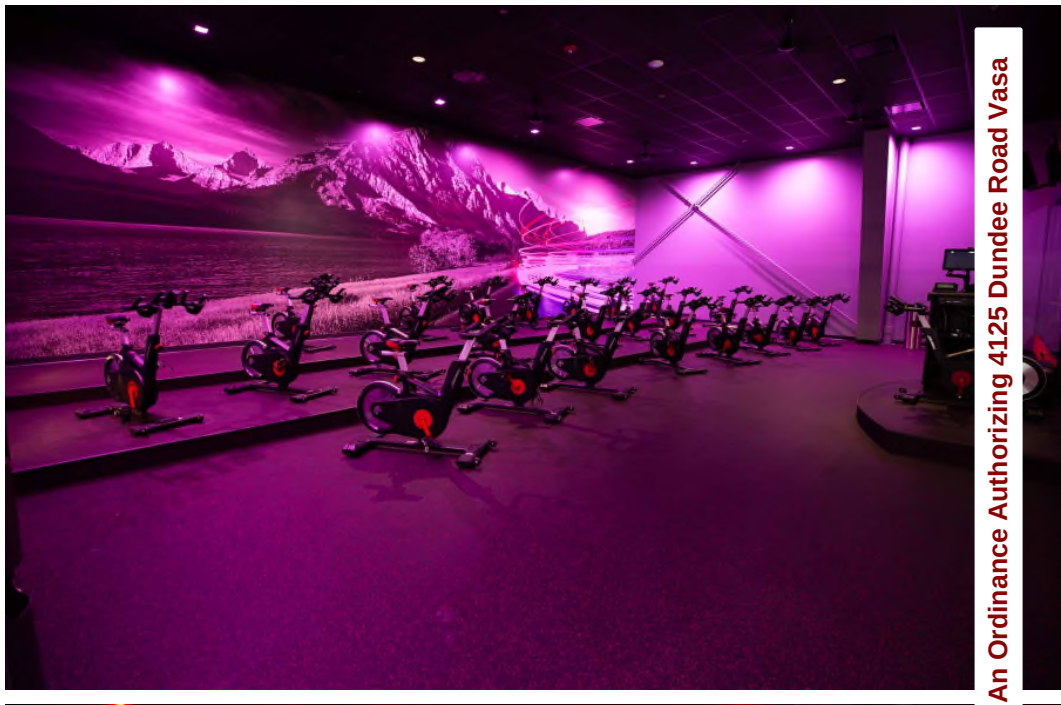


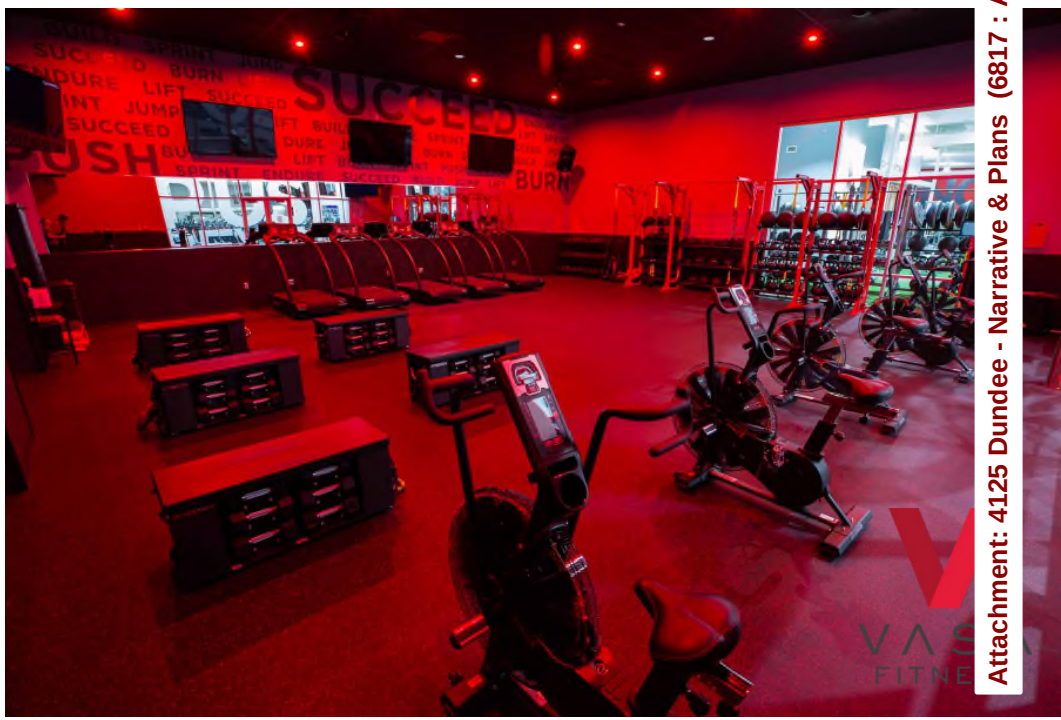




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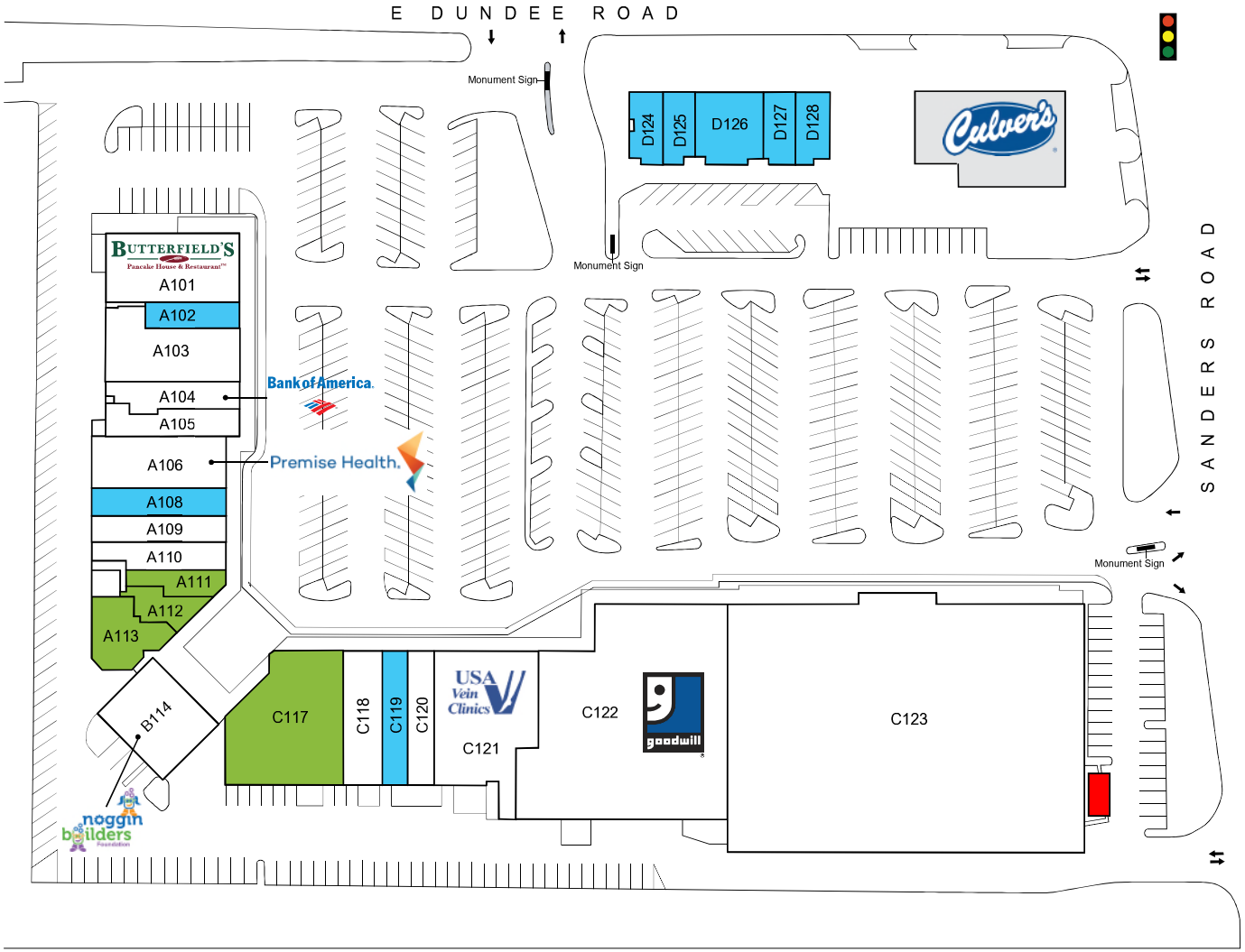




Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa

SANDERS COUR

4125 E Dundee R
Northbrook, IL 60



Suite	Tenant	GLA
A101	Butterfield's Pancake House	5,
A102	Available	1,
A103	Fred Astaire Dance Studios	4,
A104	Bank of America	2,
A105	Sanders Nails	1,
A106	Premise Health	4,
A108	Available	2,
A109	Marisa's Pizza	2,
A110	Lisa's Boutique	1,
A111	Future Availability	1,
A112	Future Availability	1,
A113	Future Availability	2,
B114	Noggin Builders	4,
C117	Vogue Furniture 4U	7,
C118	Carousel Hair Studio	2,
C119	Available	2,
C120	Tong's Hunan	2,
C121	USA Vein Clinics	7,
C122	Goodwill Industries	22,
C123	Dominick's	50,
D124	Available	1,
D125	Available	1,
D126	Available	2,
D127	Available	1,
D128	Available	1,

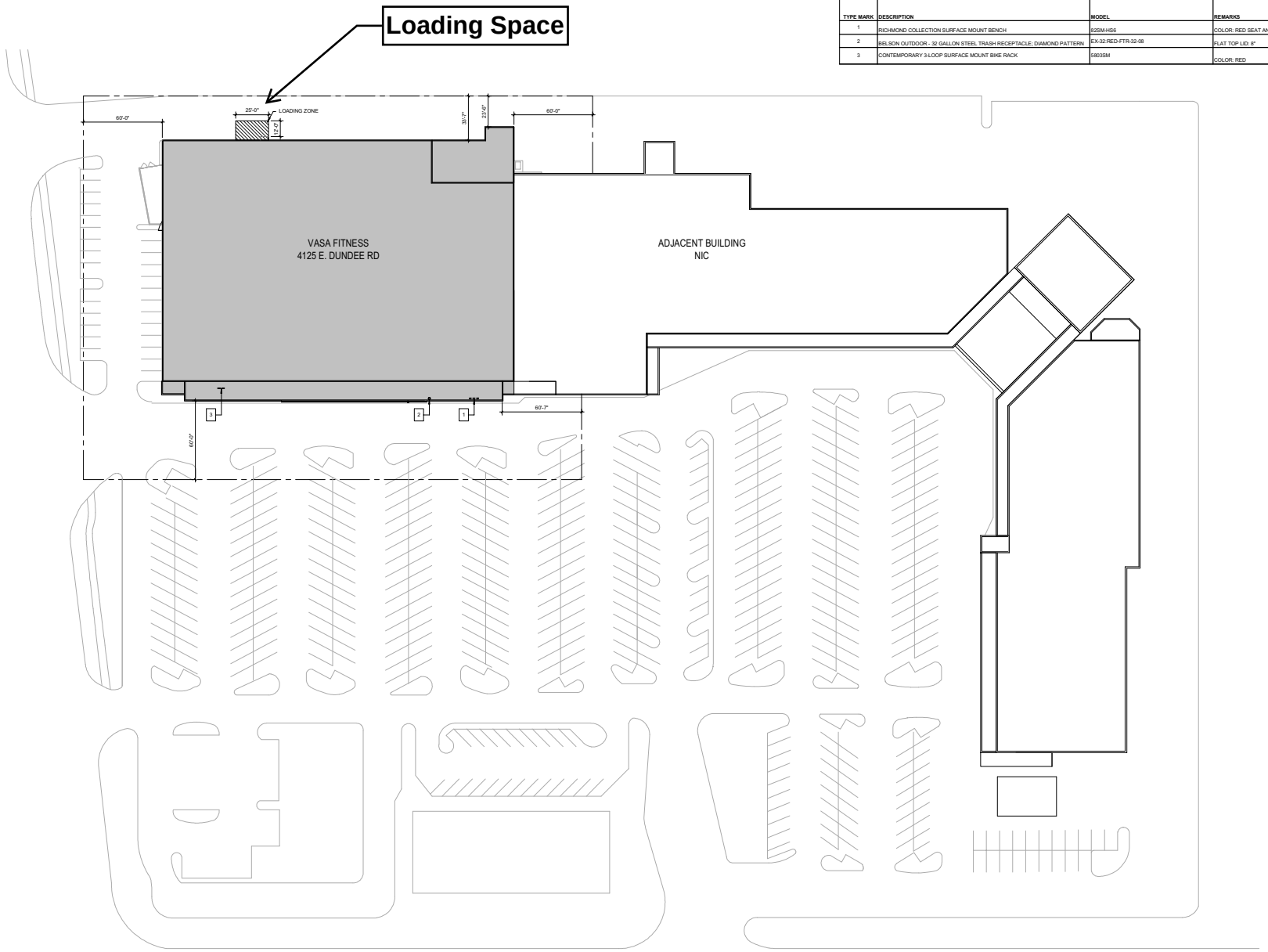
Exclusive dumpster enclosure for Vasa Fitness

NORTH
NOT TO SCALE

Available | Future Availability | Leased | Not a Part

westwoo FINANC
westfin.

Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa



OUTDOOR FURNITURE SCHEDULE

TYPE MARK	DESCRIPTION	MODEL	REMARKS
1	RICHMOND COLLECTION SURFACE MOUNT BENCH	82SM-HS6	COLOR: RED SEAT AND FRAME
2	BELSON OUTDOOR - 32 GALLON STEEL TRASH RECEPTACLE; DIAMOND PATTERN	EX-32-RED-FTR-32-08	FLAT TOP LID: 8"
3	CONTEMPORARY 3-LOOP SURFACE MOUNT BIKE RACK	580SM	COLOR: RED

1 **SITE PLAN**
SCALE: 1" = 30'-0"

0 15 30 60

TRUE NORTH | PLAN NORTH

Farnsw
GROUP

5613 DTC PARKWAY, SUITE
GREENWOOD VILLAGE, C
(303) 692-8838 / mike@fi

www.f
Engineers | Architects | Su

ISSUE
DATE: DESCRIPTIO

SUP APPLIC
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PROJECT

VASA Fitness
Northbrook

4125 E. DUNDEE RO
NORTHBROOK, ILLI

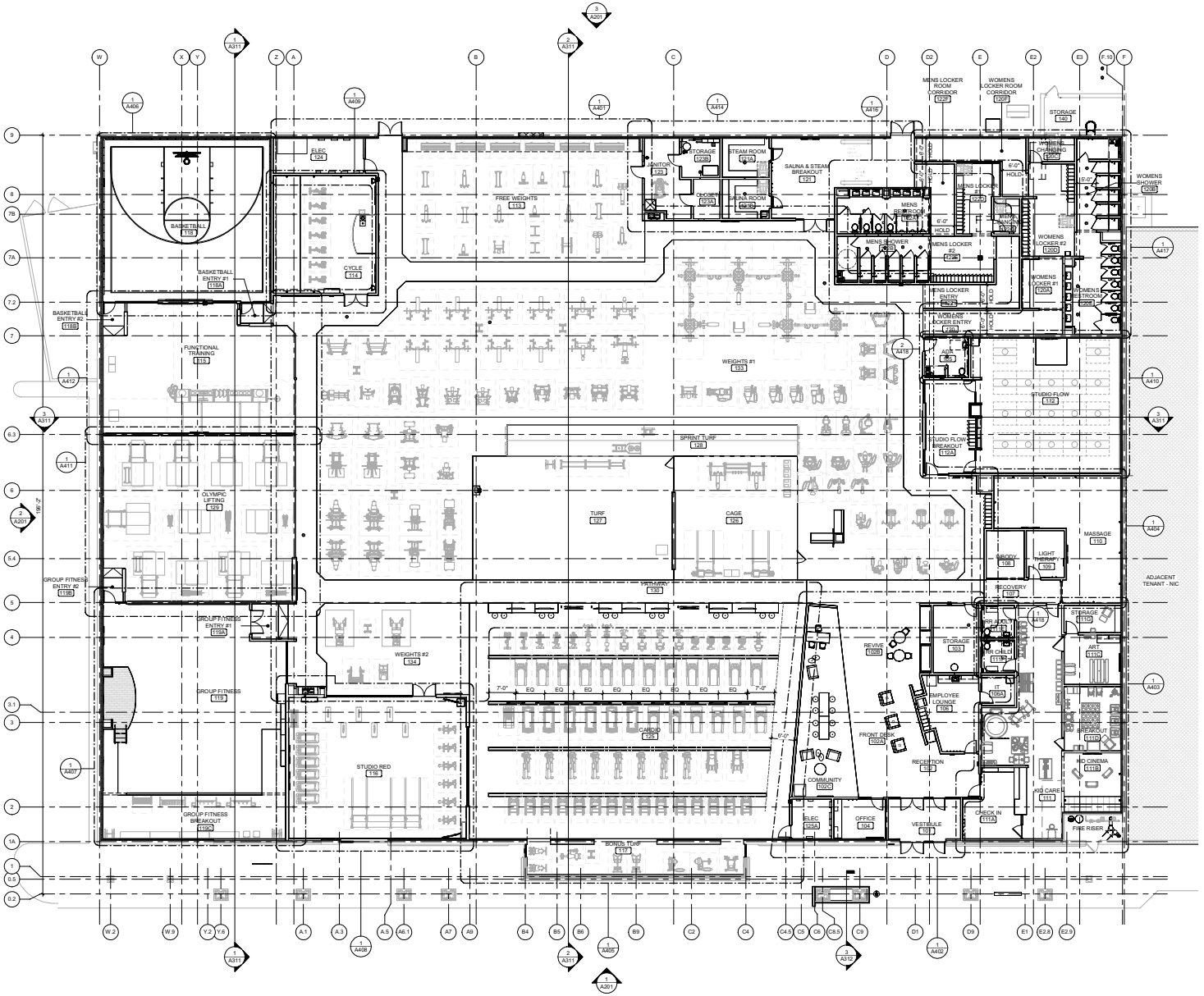
DATE: 23
DESIGNED: M
DRAWN: W
REVIEWED: JS

SHEET TITLE
SITE PLAN

SHEET NUMBER
A0

PROJECT NO: 0221912.00

Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa



PLAN GENERAL NOTES

1. A CONTRACTOR SHALL NOT SCALE THESE DRAWINGS FOR CONSTRUCTION PURPOSES.
2. THE GENERAL CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND SHALL PAY ALL REQUIRED FEES FOR THIS WORK.
3. U.N.O., DIMENSIONS FOR ALL NEW WORK (INTERIOR) ARE MEASURED FROM FACE OF STUD TO FACE OF STUD, DIMENSIONS REFERRING TO EXISTING WORK ARE MEASURED FROM FACE OF EXISTING FINISH.
4. EXTERIOR DIMENSIONS ARE GIVEN FROM FACE OF EXISTING WALL, FACE OF NEW STUD FRAMING AND/OR TO FACE OF NEW MASONRY WALL, U.N.O. WHERE APPLICABLE.
5. IN THE EVENT OF AN OMITTED NECESSARY DIMENSION, THE CONTRACTOR SHALL NOTIFY THE ARCHITECT OR ENGINEER.
6. GENERAL CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS PRIOR TO THE COMMENCEMENT OF WORK & NOTIFY THE ARCHITECT OF AND DISCREPANCIES BETWEEN CONDITIONS SHOWN ON THE DRAWINGS AND THOSE WHICH ACTUALLY EXIST. MILLWORK DIMENSIONS ARE FOR BID PURPOSES ONLY AND MUST BE VERIFIED WITH FIELD CONDITIONS AND THROUGH SHOP DRAWING REVIEW PRIOR TO FABRICATION.
7. VERIFY SIZE AND LOCATION OF ALL OPENINGS FOR MECHANICAL EQUIPMENT AND WORK WITH CONTRACTORS INVOLVED.
8. VERIFY SIZE, LOCATION, AND CHARACTERISTICS OF WORK AND EQUIPMENT FURNISHED BY OWNER WITH THE MANUFACTURER OR SUPPLIER PRIOR TO COMMENCING CONSTRUCTION ON WORK PERTAINING TO THE SAME.
9. SLOPE FLOOR TOWARD DRAIN 1/8" PER FOOT WHERE FLOOR DRAINS ARE PROVIDED.
10. INSTALL FIRE RETARDANT TREATED 2X6 SOLID WOOD BLOCKING AT ALL LOCATIONS W/ WALL MOUNTED EQUIPMENT (TVS AND SPEAKERS), FURNITURE (WHITE BOARDS AND WALL SHELVES), MIRROR, LOCKERS AND HOOK LOCATIONS. AT SHOWER ROD CURTAIN LOCATIONS, PROVIDE VERTICAL BLOCKING OR PLYWOOD FROM FINISHED FLOOR TO ABOVE CEILING.
11. INSTALL PRESSURE TREATED WOOD AT ALL EXTERIOR WOOD BLOCKING OR BLOCKING FASTENED TO CMU.
12. FOR ALL AIR CONDITIONING EQUIPMENT, EXHAUST AND SUPPLY FANS, HVAC AND REFRIGERATION EQUIPMENT CURBS; CONTRACTOR SHALL PROVIDE AND INSTALL SUITABLE BLOCKING IN WALLS AND CEILINGS TO SUPPORT FIXTURES, EQUIPMENT, AND CANOPIES.
13. FOR FIRE RATED CONDITIONS & ADDITIONAL REQUIREMENTS, REF: UL RATINGS 0900.
14. PROVIDE FIRE EXTINGUISHERS AS REQUIRED BY GOVERNING JURISDICTION. VERIFY ALL LOCATIONS WITH FIRE DEPARTMENT AND OWNER PRIOR TO INSTALLATION.
15. FIRE STOPPING MATERIAL FOR NON-FERROUS PIPE, CONDUIT AND OTHER SYNTHETIC MATERIALS SHALL BE COMPATIBLE WITH EACH OTHER.
16. ALL SURPLUS EQUIPMENT AND MATERIALS ARE THE PROPERTY OF THE OWNER. THE GENERAL CONTRACTOR SHALL COORDINATE WITH THE OWNER THE DISPOSAL OF ANY AND ALL SURPLUS.
17. THE GENERAL CONTRACTOR SHALL, AT ALL TIMES, KEEP THE PREMISES FREE FROM ACCUMULATION OF WASTE MATERIALS OR RUBBISH CAUSED BY THE WORK ON A DAILY BASIS. AT THE COMPLETION OF THE WORK CONTRACTOR SHALL REMOVE ALL WASTE MATERIALS AND RUBBISH FROM AND ABOUT THE PROJECT AS WELL AS ALL TOOLS, CONSTRUCTION EQUIPMENT AND MACHINERY.
18. EXISTING WALLS TO REMAIN SHALL BE REPAIRED AND REFINISHED AS REQUIRED TO PROVIDE A SMOOTH AND UNIFORM SURFACE FOR THE APPLICATION OF NEW FINISHES.
19. ALL DOOR OPENINGS ARE LOCATED WITH THE HINGE SIDE 4" OFF OF THE CORNER UNLESS NOTED OTHERWISE.
20. PROVIDE NEW WINDOWS AND DOORS; REF: DOOR AND WINDOW SCHEDULE FOR EXACT SIZES.
21. ALL INTERIOR WINDOW SILLS BELOW 6'-0" A.F.F. SHALL HAVE 1/2" THICK SOLID SURFACE SILL.
22. EXISTING STRUCTURAL COLUMNS TO REMAIN, TYP, U.N.O.
23. ADD 2"x2" BY 4'-0" HIGH STAINLESS STEEL CORNER GUARDS WITH GLUE/SILICONE AT ALL OUTSIDE CORNERS OF FINISHED GYP. BOARD WALLS; EXCEPT IN KIDCARE AND STUDIO RED. AT KIDCARE AND STUDIO RED USE RUBBER CORNER GUARDS. WRAP CARDIO TROUGHS IN RUBBER. 2x2 DIAMOND PLATE CORNER GUARD WHEN ADJACENT TO DIAMOND PLATE FINISH REF: SPECIFICATIONS.
24. PROVIDE CONTROL JOINTS IN GYPSUM BOARD AT ALL RUNS OVER 30'-0". COORDINATE FINAL CONTROL JOINT LOCATIONS WITH OWNER PRIOR TO DRYWALL INSTALLATION. REF: SPECIFICATIONS, INTERIOR ELEVATIONS & RCP FOR ADDITIONAL INFORMATION.
25. GENERAL CONTRACTOR TO ASSIST WITH OWNER PROVIDED ITEMS THAT REQUIRE UNLOADING AND STAGING, NOT INCLUDING FITNESS EQUIPMENT AND FURNITURE IE: LOCKERS, FLOORING.

Farnsw… GROUP

5613 DTC PARKWAY, SUITE … GREENWOOD VILLAGE, C… (303) 692-8838 / mike@fa…

www.farnsworthgroup.com
Engineers | Architects | Su…

ISSUE
DATE: DESCRIPTIO…

SUP APPLIC…
NOT FOR CONS…

PROJECT

VASA Fitness
Northbrook

4125 E. DUNDEE RO…
NORTHBROOK, ILLI…

DATE: …23
DESIGNED: …W
DRAWN: …W
REVIEWED: …JS

SHEET TITLE
FLOOR PLAN

SHEET NUMBER
A10…

PROJECT NO: 022191…00

Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa

MATERIAL AND FINISH SCHEDULE

MARK	DESCRIPTION	MANUFACTURER	COLOR	MODEL #	REMARKS
MP-2	METAL PANEL	MBCI	BRIGHT RED	FW 120 W/O BEAD	
MP-3	METAL PANEL	MBCI	MIDNIGHT BRONZE	FW 120 W/O BEAD	
PT-1	PAINT	SHERWIN WILLIAMS	GRAY MATTERS	SW 7066	
PT-2	PAINT	SHERWIN WILLIAMS	VASA RED	CUSTOM	
PT-5	PAINT	SHERWIN WILLIAMS	IRON ORE	SW 7069	
PT-6	PAINT	SHERWIN WILLIAMS	OLYMPUS WHITE	SW 6253	
SF-1	EXISTING STOREFRONT FRAME				
SF-2	NEW STOREFRONT FRAME				

OUTDOOR FURNITURE SCHEDULE

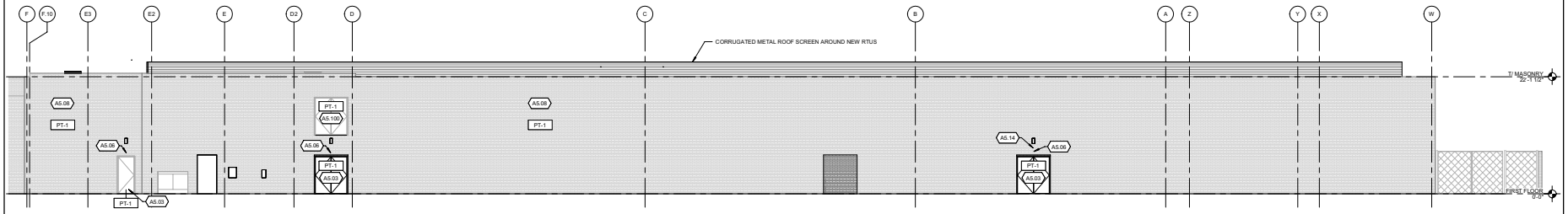
TYPE MARK	DESCRIPTION	MODEL	REMARKS
1	RICHMOND COLLECTION SURFACE MOUNT BENCH	82SM-HS6	COLOR: RED SEAT AND FRAME
2	BELSON OUTDOOR - 32 GALLON STEEL TRASH RECEPTACLE; DIAMOND PATTERN	EX-32 RED-FTR-32-06	FLAT TOP LID: 8"
3	CONTEMPORARY 3-LOOP SURFACE MOUNT BIKE RACK	5803SM	COLOR: RED

ELEVATION KEYNOTES

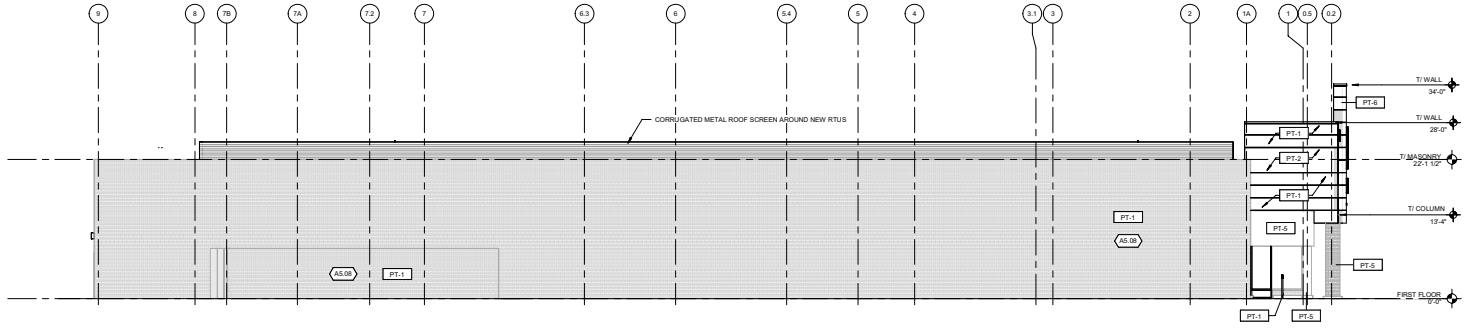
KEYNOTE	TEXT
A5.01	EXTERIOR SIGNAGE, PROVIDE FRT BLOCKING IN CAVITY WALLS AS REQUIRED - REF: ELECTRICAL FOR POWER, COORD. LOCATIONS WITH OWNER AND SIGNAGE MANUFACTURER.
A5.02	EXISTING METAL FASCIA TO BE PAINTED. PAINT AS REQUIRED. REF: FINISH SCHEDULE
A5.03	EXISTING OR NEW HOLLOW METAL DOORS AND FRAMES. PAINT TO MATCH ADJACENT MATERIAL COLOR. REF: FINISH SCHEDULE
A5.04	EXTERIOR INSTRUCTIONAL SIGNAGE LOCATION.
A5.05	NEW STOREFRONT ASSEMBLY - REF: PLAN ELEVATIONS
A5.06	SECURITY CAMERA LOCATION. PROVIDE CONDUIT AS NEEDED FOR ACCESS TO THE INTERIOR. REF ELECTRICAL AND DETAILS
A5.07	ACCENT WING WALL. WRAP ALL EXPOSED FACES WITH METAL PANELS
A5.08	PAINT ENTIRETY OF EXISTING WALL.
A5.09	PAINT EXISTING WALL TO EDGE OF EIFS FINISH.
A5.10	BUILDING NUMBER ON GLAZING - TEXT'S 12" HIGH
A5.11	BENCH. REF: ARCHITECTURAL SCHEDULE, SITE PLANS, AND SPECIFICATIONS.
A5.12	BIKE. REF: ARCHITECTURAL SCHEDULE, SITE PLANS, AND SPECIFICATIONS.
A5.13	TRASH CAN. REF: ARCHITECTURAL SCHEDULE, SITE PLANS, AND SPECIFICATIONS.
A5.14	EXISTING OR NEW EXTERIOR LIGHT. REF: ELECTRICAL PLANS.
A5.100	EXISTING DOOR TO BE MADE INOPERABLE. REMOVE DOOR LEVER AND ADD PLATE. WELD DOOR CLOSED. PAINT TO MATCH ADJACENT WALL IF EXPOSED

ELEVATION GENERAL NOTES

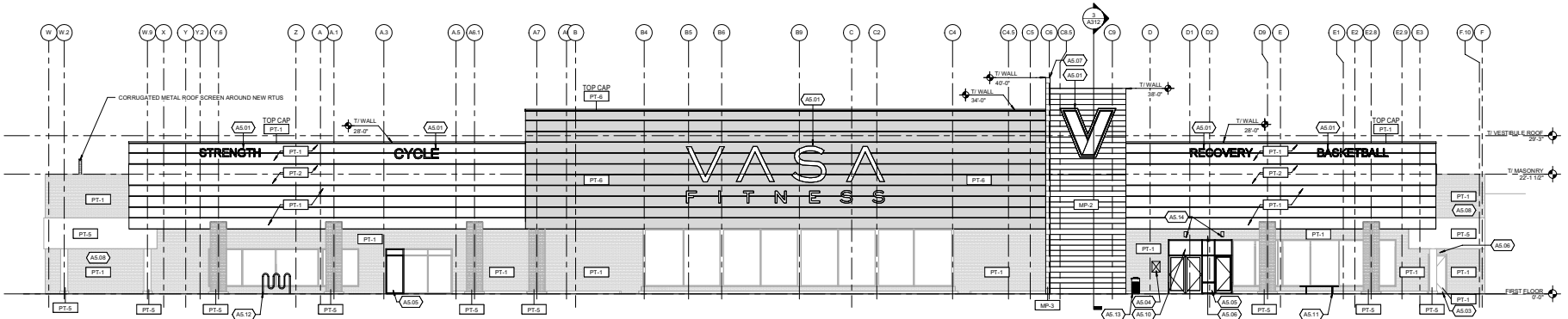
1. GENERAL CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS PRIOR TO THE COMMENCEMENT OF WORK & NOTIFY THE ARCHITECT OF ANY DISCREPANCIES BETWEEN CONDITIONS SHOWN ON THE DRAWING AND THOSE WHICH ACTUALLY EXIST.
2. ALL EXTERIOR HOLLOW METAL DOOR AND WINDOW FRAMES SHALL BE PAINTED TO MATCH ADJACENT WALL UNLESS NOTED OTHERWISE.
3. ANY SIGNAGE DEPICTED ON ELEVATIONS IS TO BE PERMITTED SEPARATELY.
4. ALL VERTICAL DIMENSIONS SHOWN ARE FROM FINISH FLOOR.
5. PROVIDE TEMPERED SAFETY GLASS IN STOREFRONT DOORS, AND ADJACENT WINDOW UNITS AS REQUIRED BY CODE.
6. PROVIDE TEMPERED SAFETY GLASS IN REQUIRED WINDOW UNITS BASED ON PROXIMITY TO GRADE AND/OR WALKING SURFACES AS REQUIRED BY CODE.
7. PROVIDE WATER REPELLANT SEALER ON ALL NEW MASONRY AND PRECAST CONCRETE SURFACES.
8. VERIFY KEY LOCK BOX IS LOCATED NEAR FIRE DEPARTMENT CONNECTION OR IN A LOCATION DIRECTED BY THE FIRE DEPARTMENT.
9. VERIFY KEY LOCK BOX IS LOCATED NEAR FIRE DEPARTMENT CONNECTION OR IN A LOCATION DIRECTED BY THE FIRE DEPARTMENT.
10. (EX) WALL-MOUNTED LIGHT FIXTURES TO REMAIN, UNLESS NOTED OTHERWISE.



3 **SOUTH ELEVATION**
SCALE: 1/8" = 1'-0"



2 **EAST ELEVATION**
SCALE: 1/8" = 1'-0"



1 **NORTH ELEVATION**
SCALE: 1/8" = 1'-0"

Farnsw
GROUP
5613 DTC PARKWAY, SUITE
GREENWOOD VILLAGE, C
(303) 692-8838 / mike@fa
www.farnsw.co
Engineers | Architects | Su

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SUP APPLIC
NOT FOR CONS

VASA Fitness
Northbrook

4125 E. DUNDEE RO
NORTHBROOK, ILLI

DATE:	
DESIGNED:	
DRAWN:	
REVIEWED:	

EXTERIOR ELEVATIONS

A20

PROJECT NO: 0221912.00

Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa

PT-1 PT-1
GRAY MATTERS SW7066 OR SIMILAR, SATIN FINISH

PT-2 PT-2
VASA RED CUSTOM OR SIMILAR, SATIN FINISH

MP-2 MP-2
MCBI BRIGHT RED OR SIMILAR, SATIN FINISH

SF-1 & SF-2 SF-1 SF-2
BLACK ANODIZED ALUMINUM OR SIMILAR, SATIN FINISH

PT-5 PT-5
IRON ORE SW7069 OR SIMILAR, SATIN FINISH

PT-6 ON EIFS EIFS-6
OLYMPUS WHITE SW6253 OR SIMILAR, SATIN FINISH

MP-3 MP-3
MCBI MIDNIGHT BRONZE OR SIMILAR, SATIN FINISH

GENERAL ELEVATION NOTES

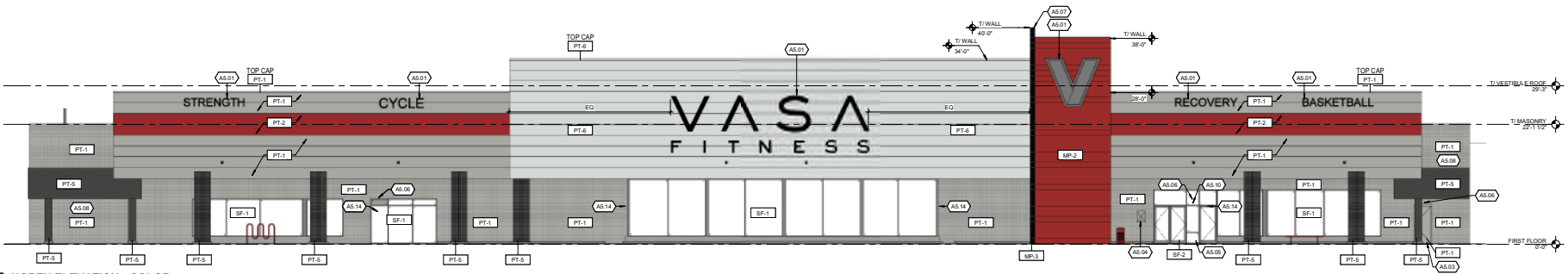
1. GENERAL CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS PRIOR TO THE COMMENCEMENT OF WORK & NOTIFY THE ARCHITECT OF ANY DISCREPANCIES BETWEEN CONDITIONS SHOWN ON THE DRAWING AND THOSE WHICH ACTUALLY EXIST.
2. EXISTING MATERIALS TO REMAIN UNLESS NOTED OTHERWISE. PROTECT DURING DEMOLITION AND CONSTRUCTION OF ADJACENT AREAS OF WORK. PATCH AND REPAIR EXISTING MATERIALS AND CONSTRUCTION AS REQUIRED.
3. ALL EXTERIOR HOLLOW METAL DOOR AND WINDOW FRAMES SHALL BE PAINTED TO MATCH EXISTING COLOR UNLESS NOTED OTHERWISE.
4. ANY SIGNAGE DEPICTED ON ELEVATIONS IS TO BE PERMITTED SEPARATELY.
5. ALL VERTICAL DIMENSIONS SHOWN ARE FROM FINISH FLOOR.
6. PROVIDE TEMPERED SAFETY GLASS IN STOREFRONT DOORS, AND ADJACENT WINDOW UNITS AS REQUIRED BY CODE.
7. PROVIDE TEMPERED SAFETY GLASS IN REQUIRED WINDOW UNITS BASED ON PROXIMITY TO GRADE AND/OR WALKING SURFACES AS REQUIRED BY CODE.
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9. VERIFY KEY LOCK BOX IS LOCATED NEAR FIRE DEPARTMENT CONNECTION OR IN A LOCATION DIRECTED BY THE FIRE DEPARTMENT.
10. (EX) WALL-MOUNTED LIGHT FIXTURES TO REMAIN, UNLESS NOTED OTHERWISE.

ELEVATION KEYNOTES

KEYNOTE	TEXT
A5.01	EXTERIOR SIGNAGE, PROVIDE FRT BLOCKING IN CAVITY WALLS AS REQUIRED - REF: ELECTRICAL FOR POWER. COORD. LOCATIONS WITH OWNER AND SIGNAGE MANUFACTURER.
A5.02	EXISTING METAL PARAPET. PAINT AS REQUIRED; REF: FINISH SCHEDULE
A5.03	EXISTING OR NEW HOLLOW METAL DOORS AND FRAMES; PAINT TO MATCH ADJACENT MATERIAL COLOR; REF: FINISH SCHEDULE
A5.04	EXTERIOR INSTRUCTIONAL SIGNAGE LOCATION.
A5.05	NEW STOREFRONT ASSEMBLY; REF: PLAN ELEVATIONS
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A5.12	BIKE; REF: ARCHITECTURAL SCHEDULE, SITE PLANS, AND SPECIFICATIONS
A5.13	TRASH CAN; REF: ARCHITECTURAL SCHEDULE, SITE PLANS, AND SPECIFICATIONS
A5.14	EXISTING OR NEW EXTERIOR LIGHT; REF: ELECTRICAL PLANS
A5.100	EXISTING DOOR TO BE MADE INOPERABLE. REMOVE DOOR LEVER AND ADD PLATE. WELD DOOR CLOSED. PAINT TO MATCH ADJACENT WALL IF EXPOSED

MATERIAL AND FINISH SCHEDULE

MARK	DESCRIPTION	MANUFACTURER	COLOR	MODEL #	REMARKS
MP-2	METAL PANEL	MBCI	BRIGHT RED	FW 120 WIO BEAD	
MP-3	METAL PANEL	MBCI	MIDNIGHT BRONZE	FW 120 WIO BEAD	
PT-1	PAINT	SHERWIN WILLIAMS	GRAY MATTERS	SW 7066	
PT-2	PAINT	SHERWIN WILLIAMS	VASA RED	CUSTOM	
PT-5	PAINT	SHERWIN WILLIAMS	IRON ORE	SW 7069	
PT-6	PAINT	SHERWIN WILLIAMS	OLYMPUS WHITE	SW 6253	
SF-1	EXISTING STOREFRONT FRAME				
SF-2	NEW STOREFRONT FRAME				



1 **NORTH ELEVATION - COLOR**
SCALE: 1/8" = 1'-0"

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www.fa
Engineers | Architects | Su

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DATE: DESCRIPTIO

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NOT FOR CONS

PROJECT:
VASA Fitness
Northbrook
4125 E. DUNDEE RO
NORTHBROOK, ILLI

DATE:
DESIGNED:
DRAWN:
REVIEWED:

SHEET TITLE:
EXTERIOR
MATERIALS E

SHEET NUMBER:
SD0

PROJECT NO: 0221912.00

Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa

PLOT MAP



DESIGN LEGEN

S1: *MAIN SIGN*
HALO LIT CHANNEL LETTERS
- 13'-7" x 38'-2" OVERALL

S2: *LOGO SIGN*
FRONT/HALO LIT SHAPE ON BACKI
- 9'-0" x 10'-4" OVERALL

S3: *AMENITIES*
HALO LIT CHANNEL LETTERS *(x4)*
- 1'-10" x 17'-5" MAX OVER

S4: *EXISTING POLE SIGN*
REPLACEMENT TENANT PANELS
- UNKNOWN

S5: *EXISTING POLE SIGN*
REPLACEMENT TENANT PANELS
- UNKNOWN

INTERIOR SIGNAGE:

S6: *CEILING "V"*
HALO LIT CHANNEL SHAPE
- 6'-0" x 6'-8 7/16" OVERALL

S7: *STUDIO RED*
TRIMLESS FRONT LIT CHANNEL LE
- 1'-6" x 11'-1 9/16" OVERALL

S8: *STUDIO FLOW*
TRIMLESS FRONT LIT CHANNEL LE
- 1'-6" x 13'-0" OVERALL

S9: *CYCLE CABINET*
FRONT LIT WALL SIGN
- 4'-0" x 4'-0" OVERALL

FILE LOCATION: CompanyShared / Current Projects - Allied / **Northbrook** / 03 DESIGNER D GS

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ALLIED ELECTRIC SIGN & Awning

BACKED BY OUR 5 YEAR L.E.D WARRANTY

CLIENT: VASA Fitness	**SALES APPROVAL:**	**SURVEY** NAME & DATE	**CUSTOMER APPROVAL** NAME	DATE
ADDRESS: 4125 E. Dundee Rd. Northbrook, IL 60062	**Designer:** Jocelyn	**PERMIT** DATE	**LANDLORD APPROVAL** NAME	DATE
FILE NAME: VASA Fitness (Northbrook) - Sign Package 04	**Sales:** Cindy Baker - 801.230.8674 **DATE:** 06/23/23			

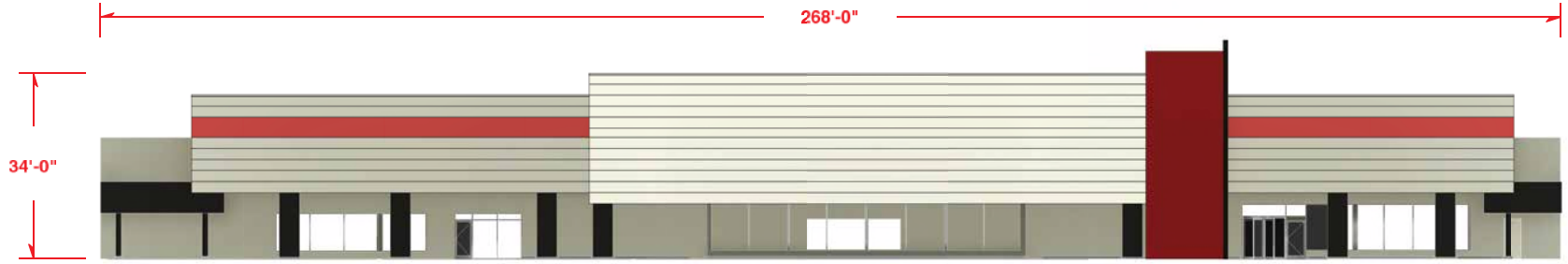
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Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa

NORTH ELEVATION
MAIN SIGN & LOGO SIGN

ACCURATE FIELD SURVEY REQU
PRIOR TO FABRICATION

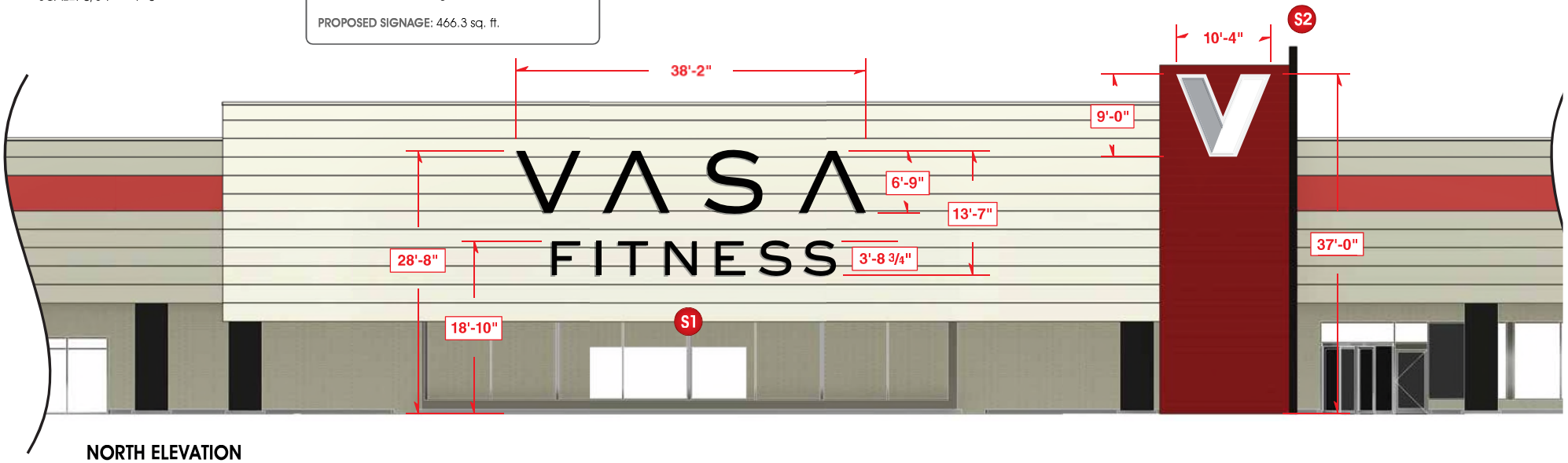


NORTH ELEVATION - FULL
SCALE: 3/64" = 1'-0"

SQUARE FOOTAGE BREAKDOWN

FAÇADE: 268'-0" in length

PROPOSED SIGNAGE: 466.3 sq. ft.



NORTH ELEVATION
SCALE: 3/32" = 1'-0"

FILE LOCATION: CompanyShared / Current Projects - Allied / **Northbrook** / 03 DESIGNER D GS

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ALLIED ELECTRIC SIGN & Awning

BACKED BY OUR 5 YEAR L.E.D WARRANTY

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ADDRESS: 4125 E. Dundee Rd. Northbrook, IL 60062	**Designer:** Jocelyn **Sales:** Cindy Baker - 801.230.8674	**PERMIT** DATE	**LANDLORD APPROVAL** NAME DATE
FILE NAME: VASA Fitness (Northbrook) - Sign Package 04	**DATE:** 06/23/23		

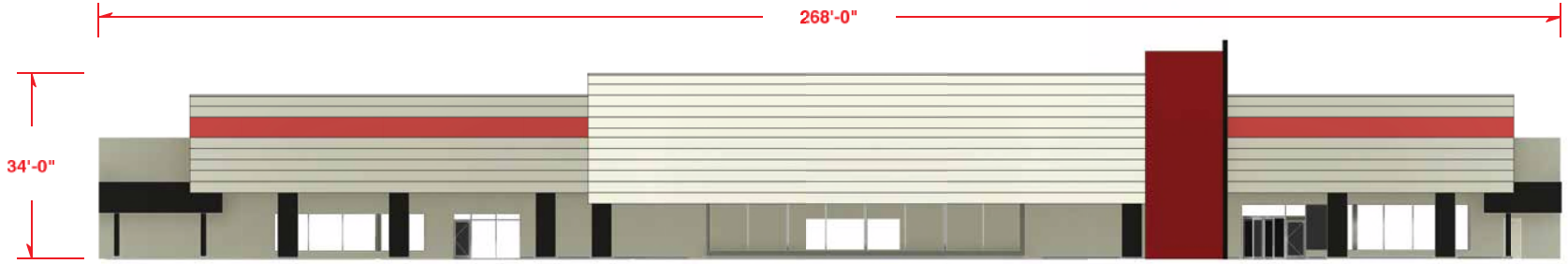
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Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa

NORTH ELEVATION
MAIN SIGN, LOGO SIGN, AMENITIES

ACCURATE FIELD SURVEY REQU
PRIOR TO FABRICATION

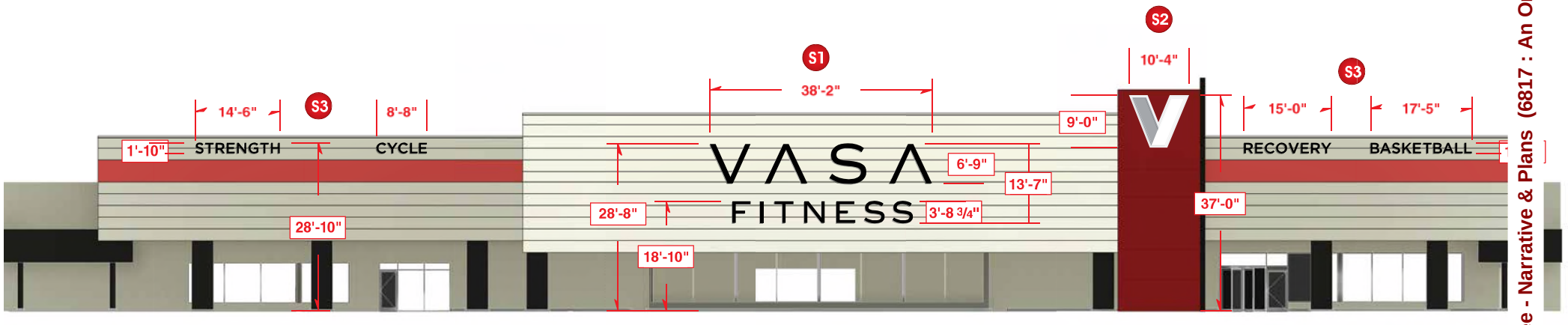


NORTH ELEVATION - FULL
SCALE: 3/64" = 1'-0"

SQUARE FOOTAGE BREAKDOWN

FAÇADE: 268'-0" in length

PROPOSED SIGNAGE: 568 sq. ft.



NORTH ELEVATION
SCALE: 1/16" = 1'-0"

FILE LOCATION: CompanyShared / Current Projects - Allied / **Northbrook** / 03 DESIGNER D GS

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BACKED BY OUR 5 YEAR L.E.D WARRANTY

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Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa

NORTH ELEVATION - NIGHT VIEW
MAIN SIGN, LOGO SIGN, AMENITIES

ACCURATE FIELD SURVEY REQU
PRIOR TO FABRICATION



Not in Scale

Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa

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EXISTING POLE SIGNS
POTENTIAL REPLACEMENT TENANT PANELS



SIGN 01 - DUNDEE RD.
Not in Scale



SIGN 02 - SANDERS RD.
Not in Scale

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Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa

NORTH ELEVATION - MAIN SIGN

HALO LIT CHANNEL LETTERS

POWER REQUIREMENTS:
PROVIDED BY OTHERS
(1) 6.6 AMP Circuit / 660 WPS

ACCURATE FIELD SURVEY REQU
PRIOR TO FABRICATION

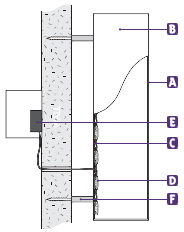
ALLIED TO MANUFACTURE & INSTALL
QTY (1) SET OF HALO LIT CHANNEL LETTERS

- A **FACES:** .063 Aluminum Painted P1
- B **RETURNS:** 3" .040 Aluminum Painted P1
- C **BACKS:** 3/16" Clear Lexan
- D **ILLUMINATION:** White LED's
- E **POWER SUPPLY:** Remote Housed in Power Supply Box
- F **MOUNTING:** on 2" Standoffs

- Visible Disconnect Switch at Sign
- 120V Service Supplied by Others

PAINT SCHEDULE:
SCREEN & PRINT COLORS MAY VARY

P1: Valspar Black, Gloss



SIDE DETAIL - HALO LIT CHANNEL LETTERS
Not to Scale



HALO LETTERS - STACKED: 373.3 SQ. FT.
SCALE: 1/4" = 1'-0"

FILE LOCATION: CompanyShared / Current Projects - Allied / **Northbrook** / 03 DESIGNER D GS

Utah Contractors: 375809-5501 • Nevada: 60486 • Colorado: LIC00247443 • Idaho: RCE-29969 • Wyoming: THIS IS AN ORIGINAL UNPUBLISHED DRAWING CREATED BY ALLIED ELECTRIC SIGN. IT IS SUBMITTED FOR YOUR PERSONAL USE IN CONNECTION WITH THE PROJECT BEING PLANNED FOR YOU. IT IS NOT TO BE PREPRODUCED, COPIED OR TED.

ALLIED ELECTRIC SIGN & Awning

BACKED BY OUR 5 YEAR L.E.D WARRANTY

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FILE NAME: VASA Fitness (Northbrook) - Sign Package 04	**DATE:** 06/23/23		

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Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa

NORTH ELEVATION - LOGO SIGN

FRONT/HALO LIT CHANNEL SHAPE ON BACKER PANEL

ACCURATE FIELD SURVEY REQU
PRIOR TO FABRICATION

ALLIED TO MANUFACTURE & INSTALL

QTY (1) FRONT/HALO LIT CHANNEL SHAPE ON BACKER PANEL

- **A** **FACE:** 3/16" Trans White Plex w. Applied Vinyl
- • **VINYL:** Vinyl to Match V1
- **B** **RETAINERS:** 2" .063 Aluminum Painted P1 for Left Side & P2 for Right Side
- **C** **RETURNS:** 5" .040 Aluminum Painted P1 for Left Side & P2 for Right Side
- **D** **BACKS:** 3/16" Clear Lexan
- **E** **ILLUMINATION:** White LED's
- **F** **POWER SUPPLY:** Remote Housed in Power Supply Box
- **G** **LETTER MOUNTING:** to Backer on 2" Standoffs
- **H** **BACKER PANEL:** 3mm ACM Painted P2
- **I** **MOUNTING:** Flush to Façade, 1'-0" Down From The Top of The Tower & Centered In The Tower

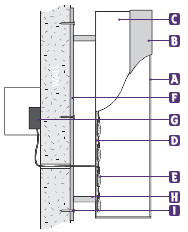
- • Visible Disconnect Switch at Sign
- • 120V Service Supplied by Others

PAINT SCHEDULE:
SCREEN & PRINT COLORS MAY VARY

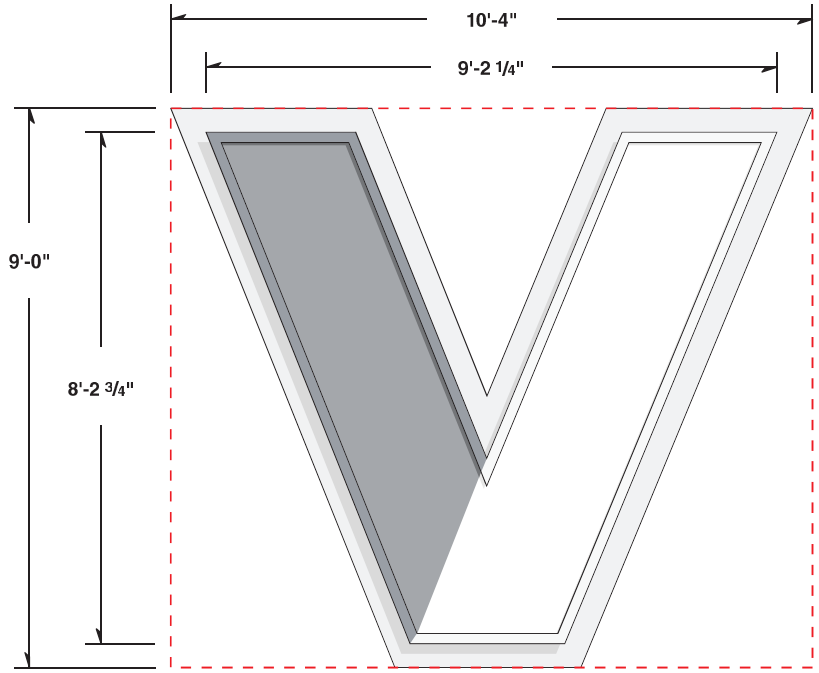
- **P1:** PCM Telegrey Vinyl, Gloss
- **P2:** Valspar White, Gloss

VINYL SCHEDULE:
SCREEN & PRINT COLORS MAY VARY

- **V1:** Oracal Telegrey 076 8500 Trans.



SIDE DETAIL - FRONT/HALO LIT SHAPE ON BACK PANEL
Not to Scale



FRONT / HALO CHANNEL SHAPE: 93 SQ. FT.
SCALE: 1/2" = 1'-0"





FILE LOCATION: CompanyShared / Current Projects - Allied / **Northbrook** / 03 DESIGNER D GS

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ALLIED ELECTRIC SIGN & Awning

BACKED BY OUR 5 YEAR L.E.D WARRANTY

CLIENT: VASA Fitness	**SALES APPROVAL:**	**SURVEY** NAME & DATE	**CUSTOMER APPROVAL** NAME DATE
ADDRESS: 4125 E. Dundee Rd.	**Designer:** Jocelyn		
Northbrook, IL 60062	**Sales:** Cindy Baker - 801.230.8674	**PERMIT** DATE	**LANDLORD APPROVAL** NAME DATE
FILE NAME: VASA Fitness (Northbrook) - Sign Package 04	**DATE:** 06/23/23		

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Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa

NORTH ELEVATION - AMENITIES

HALO LIT CHANNEL LETTERS

ALLIED TO MANUFACTURE & INSTALL
QTY (4) SETS OF HALO LIT CHANNEL LETTERS

- A **FACES:** .063 Aluminum Painted P1
- B **RETURNS:** 3" .040 Aluminum Painted P1
- C **BACKS:** 3/16" Clear Lexan
- D **ILLUMINATION:** White LED's
- E **POWER SUPPLY:** Remote Housed in Power Supply Box
- F **MOUNTING:** to Façade on 2" Standoffs

- Visible Disconnect Switch at Sign
- 120V Service Supplied by Others

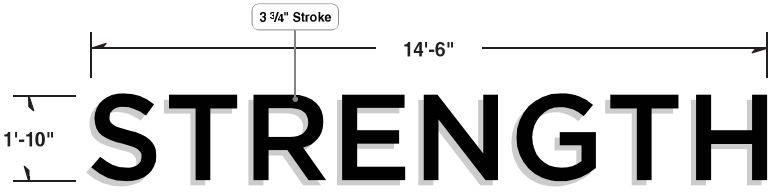
PAINT SCHEDULE:
SCREEN & PRINT COLORS MAY VARY

P1: Valspar Black, Gloss

101.7 SF TOTAL

LAYOUT:
STRENGTH CYCLE RECOVERY BASKETBALL

ACCURATE FIELD SURVEY REQU
PRIOR TO FABRICATION



STRENGTH: 26.5 SQ. FT. *[ELECTRICAL:* 1.1a - 160 w ps*]*
SCALE: 3/8" = 1'-0"



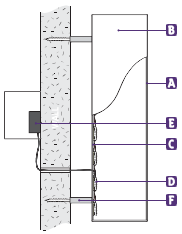
RECOVERY: 27.5 SQ. FT. *[ELECTRICAL:* 1.1a - 160 w ps*]*
SCALE: 3/8" = 1'-0"



CYCLE: 15.8 SQ. FT. *[ELECTRICAL:* 1.1a - 160 *]*
SCALE: 3/8" = 1'-0"



BASKETBALL: 31.9 SQ. FT. *[ELECTRICAL:* 2.2a - 260 w ps*]*
SCALE: 3/8" = 1'-0"



SIDE DETAIL - HALO LIT CHANNEL LETTERS
Not to Scale

FILE LOCATION: CompanyShared / Current Projects - Allied / **Northbrook** / 03 DESIGNER D GS

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Attachment: 4125 Dundee - Narrative & Plans (6817 : An Ordinance Authorizing 4125 Dundee Road Vasa

EXISTING POLE SIGNS - DUNDEE RD. & SANDERS RD.

POTENTIAL REPLACEMENT TENANT PANELS

ALLIED TO MANUFACTURE & INSTALL

QTY (4) SETS OF REPLACEMENT TENANT PANELS

A **FACES:** .090 Aluminum Painted P1
Routed & Backed w. 3/16" Trans White Plex w. Applied Vinyl
- **VINYL:** Vinyl to Match V1 & V2

B **MOUNTING:** to Existing Pylon Tenant Spaces

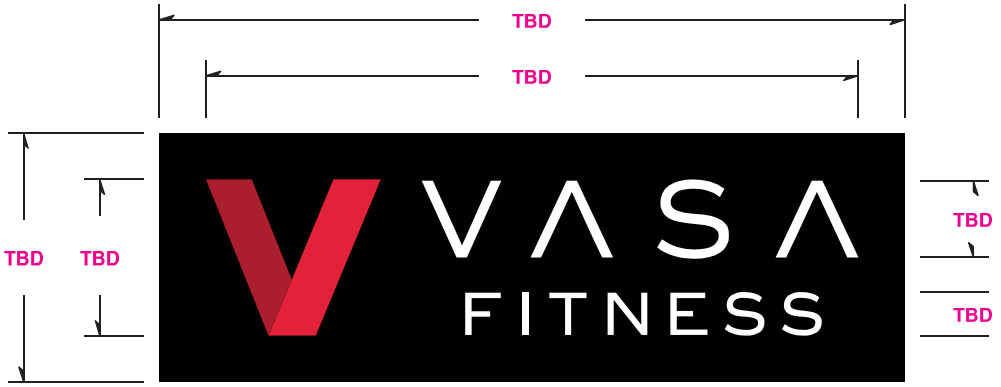
PAINT SCHEDULE:
SCREEN & PRINT COLORS MAY VARY

P1: Valspar Black, Gloss

VINYL SCHEDULE:
SCREEN & PRINT COLORS MAY VARY

V1: 3M Cardinal Red 3630-53

V2: Oracal Crimson 016 8800 Trans.



TENANT PANELS: QTY 4 (2 FOR EACH SIGN)

SCALE: N/A

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LOCATION PHOTOS
BUILDING & SURROUNDING BUSINESSES





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FILE LOCATION: CompanyShared / Current Projects - Allied / **Northbrook** / 03 DESIGNER D GS

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MEMORANDUM
VILLAGE OF NORTHBROOK
DEVELOPMENT AND PLANNING SERVICES

TO: CARA PAVLICEK, VILLAGE MANAGER

FROM: MICHAELA KOHLSTEDT, DEPUTY DIRECTOR

DATE: SEPTEMBER 12, 2023

SUBJECT: AN ORDINANCE REPEALING ORDINANCE 2013-22 PERTAINING TO LANDBANKED PARKING AT 400 SKOKIE BLVD

On September 12, 2023, the Board of Trustees will consider a request by M-IV Skokie Property, LLC (the "Applicant") as owner of the property located at 400 Skokie Boulevard (the "Subject Property"). The Applicant is requesting to amend the existing special permit for landbanked parking on the Subject Property as well as a transfer of the approval documents to the Applicant from the previous property owner. The Applicant acquired the Subject Property in 2017; however, at that time the previous property owner and Applicant did not request a transfer of the special permit.

BACKGROUND

In June 2013 the previous owner received approval of Ordinance No. 13-22 (attached for reference) which amended the landbanked parking special permit to increase the permitted square footage of medical office space on the Subject Property from 12,000 square feet to 16,000 square feet. This limit on the square footage of permitted medical office space on the Subject Property was established in 2003 when the parking requirement for medical office space was greater than that of general office space. The approval was amended several times between 2003 and 2013 to increase the square footage of medical office space permitted on the Subject Property over the years as demand increased. The most recent amendment occurred in 2013 with unanimous support from the Village Board and direction that a public hearing was not necessary for the minor amendment.

In 2021, the Village approved Ordinance No. 21-027 which amended the Zoning Code to reduce the required parking for medical office uses from 1 space per 200 square feet to 1 space per 250 square feet, which mirrors the general office parking requirement. This code amendment resulted in the required parking for medical office and general office in Northbrook to be one in the same which assists office buildings in leasing space to medical providers without a concern of insufficient parking based on Zoning Code requirements and aligns the requirements more with the actual demand for parking.

REQUESTED RELIEF

The Applicant is requesting the transfer of the previously granted special permits for the Subject Property. Section 11-602 I of the Northbrook Zoning Code was amended to specify that *"the privileges and rights granted by a special permit ordinance may be transferred to another owner or operator that is operating in full compliance with the terms of the special permit, but only after:*

(1) the execution and filing by the new owner or operator of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Ordinance in a form acceptable to the Village Manager and
(2) approval by the Board of Trustees of such transfer by resolution duly adopted."

With this code amendment in place, no public hearing is required. Likewise, it is not necessary for the Plan Commission to review this matter.

The attached draft ordinance includes language transferring the special permit from 400 Skokie Boulevard, LLC to the Applicant.

In addition to the transfer, the Applicant is requesting to amend the special permit ordinance and landbanked parking document to remove the following language that restricts the amount and type of medical office permitted on the Subject Property.

f) No building occupancy shall be allowed for public restaurant~~, medical or dental~~ uses except as follows:

~~i. Area Permitted. Up to and including 16,000 square feet of floor area for uses in Village SIC Code No. 8011.00, "Offices and Clinics of Doctors of Medicine," (*"Medical Uses"*) may be located on the Property.~~

~~ii. Number of Doctors. No more than five (5) physicians shall practice at any one time within the Medical Uses area.~~

~~iii. Hours of Operation. The hours of operation of the Medical Uses shall be limited to 8:00 a.m. to 9:00 p.m. Monday through Friday and Saturday from 8:00 a.m. to 1:00 p.m.~~

These restrictions were imposed on the Subject Property when the parking requirement for medical office was greater than general office and the Village had a concern regarding sufficient parking on the Subject Property. To date the Village has not received any complaints regarding the parking on the Subject Property.

SUMMARY

Staff has included the attached draft ordinance and amendment to the landbank parking restrictive covenant if the Board feels satisfied that the Applicant should be granted an amendment and transfer of the special permit. A condition of approval would be the execution of an unconditional agreement and consent to operate the facility in accordance with the Ordinance.

The item has been placed on the consent portion of the agenda, but the Applicant will be present to answer any questions the Board may have regarding their qualifications to continue to operate the Subject Property in compliance with the approved Ordinances. The staff and Village Attorney will also be present to answer any questions.

Ordinance (ID # 6828)

An Ordinance Repealing Ordinance No. 13-22 and Authorizing the Transfer and Modification of Ordinance No. 83-19 for Landbanked Parking in the 0-4 Boulevard Office District (400 Skokie Boulevard)

Passed by the Board of Trustees, 9/12/2023
Printed and Published 9/13/2023

Printed and Published in Pamphlet Form
by Authority of the
President and Board of Trustees
VILLAGE OF NORTHBROOK
COOK COUNTY, ILLINOIS

I hereby certify that this document was properly published on the date stated above.

_____
Village Clerk

Ordinance (ID # 6828)

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Repealing Ordinance No. 13-22 and Authorizing the Transfer and Modification of Ordinance No. 83-19 for Landbanked Parking in the 0-4 Boulevard Office District (400 Skokie Boulevard)

shall be, and is hereby, adopted as follows:

Section 1. BACKGROUND

M-IV Skokie Property, LLC ("***Applicant***") is the owner of that certain property commonly known as 400 Skokie Boulevard in the Village of Northbrook ("***Property***"), for which the Village granted a special permit for landbanking of up to 15% of the required off-street parking spaces by Ordinance No. 83-19 to 400 Skokie Boulevard, LLC (the "***Initial Operator***"). A restrictive covenant implementing the landbanking arrangement was recorded against the Property as well. As a condition on approval of the special permit, Ordinance No. 83-19 prohibited the occupancy of the building for public restaurant, medical or dental uses. Thereafter, a minor change to the parking plan was approved in Resolution No. 94-R-134 and a related amendment to the restrictive covenant. Thereafter, the Board of Trustees approved Ordinance No. 03-34 authorizing amendments to the existing Special Permit for Landbanked Parking to allow a tenant to use up to 7,500 square feet of office space on the Property for Village SIC Code No. 8011.00, "Offices and Clinics of Doctors of Medicine," which is a permitted use in the O-4 Boulevard Office District. In 2006, the Board of Trustees adopted Ordinance 06-45 which repealed Ordinance 03-34 and further expanded the amount of square footage that could be used for medical uses. In 2011, the Board of Trustees adopted Ordinance 11-05, which allowed the construction of a separate building on the Property, allowed for the modification of the landbanking restrictive covenant, and granted a 7.8% variation to reduce the required number of parking spaces on the Property from 815 to 752, including 108 landbanked parking spaces. Finally, on July 23, 2013, the Board of Trustees adopted Ordinance 2013-22, which repealed Ordinance No. 06-45 and amended the existing special permit for landbanked parking on the Property to expand the medical office space within the office building from 12,000 square feet to 16,000 square feet.

In 2017 the Initial Operator transferred ownership of the Property to the Applicant. This change requires a formal transfer of the rights granted by Ordinance No. 83-19, as amended to the Applicant. The Applicant has also requested the ability to remove the conditions which impose limits to the medical office uses on the Property within the landbank parking restrictive covenant. At its meeting on September __, 2023, the Board of Trustees determined that the proposed changes were considered minor in nature and did not warrant a formal Plan Commission review or public hearing.

Section 2. DESCRIPTION OF PROPERTY

The Property is commonly known as 400 Skokie Boulevard, and is legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance. The Property is located within the O-4 Boulevard Office District.

Section 3. AUTHORIZATION TO TRANSFER.

Pursuant to Section 11-602 I of the Zoning Code, all rights, responsibilities, and obligations set forth in Village of Northbrook Ordinance No. 83-19, as amended, shall be transferred to the Applicant, contingent upon the execution by the Applicant of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in Ordinance No. 83-19, as amended in substantially the form attached hereto as ***Exhibit B*** ("***Transferee's Unconditional Agreement and Consent***"). Nothing in this Ordinance shall be deemed to allow the privileges, obligations, and provisions of Ordinance No. 83-19, as amended to be transferred to any person or entity other than Applicant without a new application for such person or entity being reviewed and approved by the Board of Trustees.

Section 4. AUTHORIZATION OF APPLICANT'S UNCONDITIONAL AGREEMENT AND CONSENT.

The Village Manager is hereby authorized and directed to execute the Applicant's Unconditional Agreement and Consent for the sole and exclusive purpose of acknowledging the Village's agreement to and acceptance of (a) Applicant's assumption of the Initial Owner's obligations under the Ordinance, and (b) Applicant's agreement to comply with the terms, conditions and requirements of the Ordinance, including all exhibits, attachments, and modifications thereto, after receiving a fully executed copy of the same.

Section 5. REPEAL OF ORDINANCE NO. 13-22

Ordinance No. 13-22, amending certain provisions of Ordinance No. 83-19 which authorized an amendment to the existing special permit for landbanked parking is hereby repealed in its entirety.

Section 6. SPECIAL PERMIT

Subject to and contingent upon the conditions, restrictions, and provisions set forth in Section 7 of this Ordinance, an amendment to Ordinance No. 83-19, which granted a special permit for landbanked parking, is hereby granted to the Applicant in accordance with and pursuant to Section 11-602 of the Code and the home rule powers of the Village of Northbrook, so that Section 3(1)(f) of that Ordinance shall hereafter be and read as follows [deletions shown as ~~struck through~~ and additions are **bold and double underlined**]:

f) No building occupancy shall be allowed for public restaurant~~, medical or dental~~ uses ~~except as follows:~~

~~i. Area Permitted. Up to and including 16,000 square feet of floor area for uses in Village SIC Code No. 8011.00, "Offices and Clinics of Doctors of Medicine," (*"Medical Uses")* may be located on the Property.~~

~~ii. Number of Doctors. No more than five (5) physicians shall practice at any one time within the Medical Uses area.~~

iii. ~~Hours of Operation. The hours of operation of the Medical Uses shall be limited to 8:00 a.m. to 9:00 p.m. Monday through Friday and Saturday from 8:00 a.m. to 1:00 p.m~~.

Section 7. APPROVAL OF AMENDMENT TO LANDBANKING RESTRICTIVE COVENANT AGREEMENT.

The Sixth Amendment to Restrictive Covenant Agreement is hereby approved in substantially the form attached to this Ordinance as ***Exhibit C***, and in a final form to be approved by the Village Manager and the Village Attorney.

Section 8. SPECIAL PERMIT CONDITIONS

The amendment to the existing special permit granted in Section 6 above shall be, and is hereby, expressly subject to and contingent upon the execution by the Applicant of all appropriate documents to amend the Restrictive Covenant Agreement for 400 Skokie Boulevard, dated July 12, 1983, as it has been amended from time to time.

Section 9. FAILURE TO COMPLY WITH CONDITIONS

Upon failure or refusal of the Applicant to comply with any or all of the conditions, restrictions or provisions of this Ordinance, the special permit amendment granted in Section 6 may, at the sole discretion of the Village Board of Trustees, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Village Board of Trustees may not so revoke the special permit amendment unless it shall first provide the Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Board of Trustees. In the event of revocation, the development and use of the Property shall be governed solely by the regulations of Ordinance No. 83-19 and the O-4 Office Boulevard District, as the same may, from time to time, be amended. Further, in the event of such revocation of the special permit amendment, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances. The Applicant acknowledges that public notices and hearings have been held with respect to the adoption of this Ordinance, has considered the possibility of the revocation provided for in this Section, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to the Applicant required by this Section is given.

Section 10. AMENDMENT TO SPECIAL PERMIT

Any further amendment to the special permit amendment granted by this Ordinance that may be requested by the Applicant after the effective date of this Ordinance, other than as authorized by this Ordinance, may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Code.

Section 11. EFFECTIVE DATE

A. This Ordinance shall be effective only upon the occurrence of all of the following events:

i. passage by the Board of Trustees of the Village of Northbrook by a majority vote in the manner required by law; and

ii. publication in pamphlet form in the manner required by law; and

iii. execution and submission to the Village of all appropriate documents required in this Ordinance; and

iv. the filing by the Applicant with the Village Clerk of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. Said unconditional agreement and consent shall be in the form of **Exhibit B**, attached to and made a part of this Ordinance by this reference; and

v. recordation of this Ordinance, together with such exhibits as the Village Clerk shall deem appropriate for recordation, with the Cook County Recorder of Deeds. The Applicant shall bear the full cost of such recordation.

B. In the event that the Applicant does not file with the Village Clerk a fully executed copy of the unconditional agreement and consent referenced in Paragraph 11.A.iv of this Ordinance within 90 days after the date of passage of this Ordinance by the President and Board of Trustees, the President and Board of Trustees shall have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

Scheduled: 9/12/2023

ATTEST:

_____
Village President

_____
Village Clerk

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

PARCEL 1:

LOST 9, 10, AND 11 IN BLOCK 6 IN HUGHES-BROWN-MOORE CORPORATIONS RESUBDIVISION OF UNITED REALTY COMPANY'S DUNDEE ROAD SUBDIVISION IN THE SOUTHEAST ¼ OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL 2:

LOT 1 IN LAKE PARK SUBDIVISION IN THE SOUTHEAST ¼ OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.

Commonly known as 400 Skokie Boulevard, Northbrook, Illinois.

P.I.N.: 04-02-402-029-0000
04-02-402-034-0000

Attachment: 1 - 400 Skokie - Exhibits A-C (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400 Skokie

Attachment: 1 - 400 Skokie - Exhibits A-C (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400 Skokie

EXHIBIT B

Unconditional Agreement and Consent of Applicant

TO: The Village of Northbrook, Illinois (***"Village"***):

WHEREAS, M-IV Skokie Property, LLC (***"Applicant"***) is the owner of the property at 400 Skokie Boulevard (***"Property"***); and

WHEREAS, the Property is located within the O-4 Office Boulevard District, in which landbanked parking is allowed only as a special permit use; and

WHEREAS, the Applicant has applied for an amendment to an existing special permit granting landbanked parking; and

WHEREAS, Ordinance No. 2023-_____, adopted by the President and Board of Trustees of the Village of Northbrook on [***INSERT DATE***] (***"Ordinance"***), grants approval of such special permit, subject to certain conditions, for the benefit of Applicant; and

WHEREAS, Applicant desires to evidence to the Village its unconditional agreement and consent to accept and abide by each of the terms, conditions, and limitations set forth in said Ordinance;

NOW, THEREFORE, Applicant does hereby agree and covenant as follows:

1. Applicant shall, and does hereby unconditionally agree to, accept, consent to and abide by all of the terms, conditions, restrictions, and provisions of that certain Ordinance No. 2023-_____, adopted by the Village Board of Trustees on [***INSERT DATE***].

2. Applicant acknowledges and agrees that the Village is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's review and approval of any plans for the Property, or the issuance of any permits for the use and development of the Property, and that the Village's review and approval of any such plans and issuance of any such permits does not, and shall not, in any way, be deemed to insure Applicant against damage or injury of any kind and at any time.

3. Applicant acknowledges that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to Applicant required by Section 6 of the Ordinance is given.

4. Applicant agrees to and does hereby hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with (a) the Village's review and approval of any plans and issuance of any permits, (b) the procedures followed in connection with the adoption of the Ordinance, (c) the development, construction, maintenance, and use of the Property, and (d) the

performance by Applicant of its obligations under this Unconditional Consent and Agreement.

5. Applicant shall, and does hereby agree to, pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Consent and Agreement. These expenses shall include all out-of-pocket expenses, such as attorneys' and experts' fees, and shall also include the reasonable value of any services rendered by any employees of the Village.

ATTEST:

M-IV Skokie Property, LLC, a Delaware limited liability company

By:_____
Its: _____

By:_____
Its:_____

SUBSCRIBED and **SWORN** to
before me this _____ day of
_____, 2023.

_____
Notary Public

Attachment: 1 - 400 Skokie - Exhibits A-C (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400 Skokie

EXHIBIT C

SIXTH AMENDMENT TO RESTRICTIVE COVENANT AGREEMENT

Attachment: 1 - 400 Skokie - Exhibits A-C (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400 Skokie

THIS INSTRUMENT PREPARED BY:
Steven M. Elrod
Elrod Friedman LLP
325 N. LaSalle Street, Suite 450
Chicago, Illinois 60654

AFTER RECORDING
RETURN TO:
Recorder's Box 337

Attachment: 1 - 400 Skokie - Exhibits A-C (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400 Skokie

SIXTH AMENDMENT TO RESTRICTIVE COVENANT AGREEMENT

This Sixth Amendment to Restrictive Covenant Agreement ("***Sixth Amendment***") is made this ___ day of September, 2023 by M-IV Skokie Property, LLC, a Delaware limited liability company ("***Owner***").

RECITALS:

A. The Owner is the owner of fee simple title to the real estate legally described on ***Exhibit A*** attached hereto and made a part hereof and commonly known as the Combined 400 Building, 400 Skokie Boulevard, Northbrook, Illinois (the "***Property***").

B. A predecessor in title, LaSalle National Bank, not personally but solely as Trustee of Trust Agreement dated November 1, 1977 and known as Trust No. 53414 ("***Land Trust***") and Otis Development Co. ("***Otis***"), the beneficiary of Land Trust, constructed a building containing approximately 200,000 square feet of rentable area for use as general offices (the "***Building***"), together with adjacent parking areas (the "***Parking Lot***").

C. Land Trust and Otis requested that the Village of Northbrook ("***Village***") approve the construction of the Building and the Parking Lot with up to fifteen percent (15%) of the required parking spaces land banked. The Village approved the Land Trust and Otis's request, pursuant to Ordinance No. 83-19 adopted by the Village Board of Trustees on July 12, 1983 ("***Ordinance No. 83-19***").

D. As a condition of the passage of Ordinance No. 83-19, the Land Trust and Otis agreed to execute a Restrictive Covenant Agreement which would restrict the manner in which the Building and the Parking Lot were constructed and used, which Restrictive Covenant Agreement was executed July 12, 1983 and recorded in the Office of the Recorder of Deeds of Cook County, Illinois ("***Recorder's Office***") on November 30, 1983 as Document No. 26879965. The Restrictive Covenant Agreement was amended by an Amendment to Restrictive Covenant

Attachment: 1 - 400 Skokie - Exhibits A-C (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400 Skokie

Agreement dated August 8, 1995 executed by another of the Owner's predecessors in title, Aetna Life Insurance Company, a Connecticut corporation ("Aetna"), which amendment was recorded in the Recorder's Office as Document No. 95882919 ("***First Amendment***"). This amendment was authorized by Resolution 94-R-134, adopted by the Village Board of Trustees on October 11, 1994 ("Resolution 94-R-134"). 400 Skokie Boulevard Investors LLC, another of the Owner's predecessors in title, subsequently amended the Restrictive Covenant Agreement twice more by (i) a Second Amendment to Restrictive Covenant Agreement dated November 9, 2005, which was recorded in the Recorder's Office as Document No. 0535503036 on December 21, 2005, (ii) a Third Amendment to Restrictive Covenant Agreement dated February 26, 2007, which was recorded in the Recorder's Office as Document No. 0710060095, and (iii) a Fourth Amendment to Restrictive Covenant Agreement dated January 28, 2011, which was recorded in the Recorder's Office as Document No. 1112318020. The Second, Third, and Fourth Amendments were respectively approved by Ordinance No. 03-34, adopted by the Village Board of Trustees on May 27, 2003 ("***Ordinance No. 03-34***"), Ordinance No. 06-45, adopted by the Village Board of Trustees on September 12, 2006 ("***Ordinance No. 06-45***"), and Ordinance No. 11-05, adopted by the Village Board of Trustees on January 25, 2011 ("***Ordinance No. 11-05***"). 400 Skokie Boulevard, LLC, the Owner's direct predecessor in title, once again amended the Restrictive Covenant Agreement by a Fifth Amendment to Restrictive Covenant Agreement dated July 24, 2013, which was recorded in the Recorder's Office as Document No. 1322822096 on August 16, 2013. The Restrictive Covenant Agreement, as amended, is herein referred to as the "***Restrictive Covenant.***"

E. Section 4 of Ordinance No. 13-22 provides restrictions on the building occupancy.

F. Owner has requested to remove the conditions which impose limits to the medical office uses on the Property

G. It is a condition of Ordinance No. 2023-___ that this Sixth Amendment be executed by the Owner and recorded with the Recorder's Office.

NOW, THEREFORE, in consideration of the passage of Ordinance No. 2023-____, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Owner, for itself and its successors, assigns, and grantees, does hereby covenant with the Village, that the Restrictive Covenant be amended as follows:

1. Construction. This Sixth Amendment shall be construed in conjunction with the Restrictive Covenant, and, except as amended hereby, all the terms, covenants and conditions of the Restrictive Covenant shall remain in full force and effect and is hereby ratified and confirmed.

2. Defined Terms. All terms used herein shall have the meaning ascribed to them in the Restrictive Covenant, unless otherwise defined herein.

3. Occupancy for Medical Uses. Section 2 of the Restrictive Covenant shall be, and is hereby, amended to read as follows:

"2. No building occupancy shall be allowed for public restaurant

uses."

IN WITNESS WHEREOF, the Owner has executed and delivered this Sixth Amendment to Restrictive Covenant as of the day and year first above written.

M-IV Skokie Property, LLC, a Delaware limited liability company

By:_____
Name:_____
Title:_____

Attachment: 1 - 400 Skokie - Exhibits A-C (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400 Skokie

STATE OF ILLINOIS)
)SS
COUNTY OF COOK)

I, the undersigned, a Notary Public, in and for the County and State aforesaid, DO HEREBY CERTIFY that _____, the _____ of M-IV Skokie Property, LLC, a Delaware limited liability company, personally known to me to be the same person whose name is subscribed to the foregoing instrument as such_____ appeared before me this day in person and acknowledged that _____ signed and delivered the said instrument as ____ own free and voluntary act as the free and voluntary act of said, M-IV Skokie Property, LLC for the uses and purposes therein set forth.

Given under my hand and Notarial seal this ___ day of _____, 2023

_____
Notary Public

Attachment: 1 - 400 Skokie - Exhibits A-C (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400 Skokie

1322544045

Doc#: 1322544045 Fee: $52.00
Karen A.Yarbrough
Cook County Recorder of Deeds
Date: 08/13/2013 02:43 PM Pg: 1 of 8

Ordinance 2013-22

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Repealing Ordinance No. 06-45 and Amending an Existing Special Permit for Landbanked Parking in the O-4 Boulevard Office District (400 Skokie Boulevard)

shall be, and is hereby, adopted as follows:

Section 1. BACKGROUND

400 Skokie Boulevard, LLC ("***Applicant***") is the owner of that certain property commonly known as 400 Skokie Boulevard in the Village of Northbrook ("***Property***"), for which the Village granted a special permit for landbanking of up to 15% of the required off-street parking spaces by Ordinance No. 83-19. A restrictive covenant implementing the landbanking arrangement was recorded against the Property as well. As a condition on approval of the special permit, Ordinance No. 83-19 prohibited the occupancy of the building for public restaurant, medical or dental uses. Thereafter, a minor change to the parking plan was approved in Resolution No. 94-R-134 and a related amendment to the restrictive covenant. Thereafter, the Board of Trustees approved Ordinance No. 03-34 authorizing amendments to the existing Special Permit for Landbanked Parking to allow a tenant to use up to 7,500 square feet of office space on the Property for Village SIC Code No. 8011.00, "Offices and Clinics of Doctors of Medicine," which is a permitted use in the O-4 Boulevard Office District. In 2006, the Board of Trustees adopted Ordinance 06-45 which repealed Ordinance 03-34 further expanded the amount of square footage that could be used for medical uses. Finally, in 2011, the Board of Trustees adopted Ordinance 11-05, which allowed the construction of a separate building on the Property, allowed for the modification of the landbanking restrictive covenant, and granted a 7.8% variation to reduce the required number of parking spaces on the Property from 815 to 752, including 108 landbanked parking spaces.

The Applicant has now requested the ability to expand the medical office space within the office building on the Property from 12,000 square feet to 16,000 square feet. At its meeting of June 25, 2013, the Board of Trustees determined that the proposed changes were considered minor in nature and did not warrant a formal Plan Commission review or public hearing.

Attachment: 2 - 400 Skokie - Previous Ordinance 13-22 (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking

Section 2. DESCRIPTION OF PROPERTY

The Property is commonly known as 400 Skokie Boulevard, and is legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance. The Property is located within the O-4 Boulevard Office District.

Section 3. REPEAL OF ORDINANCE NO. 06-45

Ordinance No. 06-45, amending certain provisions of Ordinance No. 83-19 which authorized an amendment to the existing special permit for landbanked parking is herby repealed in its entirety.

Section 4. SPECIAL PERMIT

Subject to and contingent upon the conditions, restrictions, and provisions set forth in Section 5 of this Ordinance, an amendment to Ordinance No. 83-19, which granted a special permit for landbanked parking, is hereby granted to the Applicant in accordance with and pursuant to Section 11-602 of the Code and the home rule powers of the Village of Northbrook, so that Section 3(1)(f) of that Ordinance shall hereafter be and read as follows [additions are **bold and double underlined**]:

f) No building occupancy shall be allowed for public restaurant, medical or dental uses **except as follows**:

i. **Area Permitted. Up to and including 16,000 square feet of floor area for uses in Village SIC Code No. 8011.00, "Offices and Clinics of Doctors of Medicine," (*"Medical Uses"*) may be located on the Property.**

ii. **Number of Doctors. No more than five (5) physicians shall practice at any one time within the Medical Uses area.**

iii. **Hours of Operation. The hours of operation of the Medical Uses shall be limited to 8:00 a.m. to 9:00 p.m. Monday through Friday and Saturday from 8:00 a.m. to 1:00 p.m.**

Section 5. SPECIAL PERMIT CONDITIONS

The amendment to the existing special permit granted in Section 4 above shall be, and is hereby, expressly subject to and contingent upon the execution by the Applicant of all appropriate documents to amend the Restrictive Covenant Agreement for 400 Skokie Boulevard, dated July 12, 1983, as it has been amended from time to time.

Section 6. FAILURE TO COMPLY WITH CONDITIONS

Upon failure or refusal of the Applicant to comply with any or all of the conditions, restrictions or provisions of this Ordinance, the special permit amendment granted in Section 4 may, at the sole discretion of the Village Board of Trustees, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Village Board of Trustees may not so revoke the special permit amendment unless it shall first provide the Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Board of Trustees. In the event of revocation, the development and use of the Property shall be governed solely by the regulations of Ordinance No. 83-19 and the O-4 Office Boulevard District, as the same may, from time to time, be

Attachment: 2 - 400 Skokie - Previous Ordinance 13-22 (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking

amended. Further, in the event of such revocation of the special permit amendment, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances. The Applicant acknowledges that public notices and hearings have been held with respect to the adoption of this Ordinance, has considered the possibility of the revocation provided for in this Section, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to the Applicant required by this Section is given.

Section 7. AMENDMENT TO SPECIAL PERMIT

Any further amendment to the special permit amendment granted by this Ordinance that may be requested by the Applicant after the effective date of this Ordinance, other than as authorized by this Ordinance, may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Code.

Section 8. EFFECTIVE DATE

A. This Ordinance shall be effective only upon the occurrence of all of the following events:

i. passage by the Board of Trustees of the Village of Northbrook by a majority vote in the manner required by law; and

ii. publication in pamphlet form in the manner required by law; and

iii. execution and submission to the Village of all appropriate documents required in Section 5 of this Ordinance; and

iv. the filing by the Applicant with the Village Clerk of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. Said unconditional agreement and consent shall be in the form of **Exhibit B**, attached to and made a part of this Ordinance by this reference; and

v. recordation of this Ordinance, together with such exhibits as the Village Clerk shall deem appropriate for recordation, with the Cook County Recorder of Deeds. The Applicant shall bear the full cost of such recordation.

B. In the event that the Applicant does not file with the Village Clerk a fully executed copy of the unconditional agreement and consent referenced in Paragraph 8.A.iv of this Ordinance within 90 days after the date of passage of this Ordinance by the President and Board of Trustees, the President and Board of Trustees shall have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

Attachment: 2 - 400 Skokie - Previous Ordinance 13-22 (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking

Adopted: 7/23/2013

RESULT:	**ADOPTED BY CONSENT VOTE [UNANIMOUS]**
MOVER:	A.C. Buehler, Trustee
SECONDER:	James Karagianis, Trustee
AYES:	Karagianis, Buehler, Scolaro, Heller, Ciesla, Israel, Frum

ATTEST:

/s/ Sandra E. Frum
Village President

/s/ Debra J. Ford
Village Clerk

I hereby certify this to be a true and exact copy of the original

VILLAGE OF NORTHBROOK CORPORATE SEAL COOK COUNTY, ILL.

10.16.13
Date

Village Clerk

Attachment: 2 - 400 Skokie - Previous Ordinance 13-22 (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

PARCEL 1:

LOST 9, 10, AND 11 IN BLOCK 6 IN HUGHES-BROWN-MOORE CORPORATIONS RESUBDIVISION OF UNITED REALTY COMPANY'S DUNDEE ROAD SUBDIVISION IN THE SOUTHEAST ¼ OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL 2:

LOT 1 IN LAKE PARK SUBDIVISION IN THE SOUTHEAST ¼ OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.

Commonly known as 400 Skokie Boulevard, Northbrook, Illinois.

P.I.N.: 04-02-402-029-0000
04-02-402-034-0000

Attachment: 2 - 400 Skokie - Previous Ordinance 13-22 (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking

EXHIBIT B

Unconditional Agreement and Consent of Applicant

TO: The Village of Northbrook, Illinois (***"Village"***):

WHEREAS, 400 Skokie Boulevard, LLC (***"Applicant"***) is the owner of the Property at 400 Skokie Boulevard; and

WHEREAS, the Property is located within the O-4 Office Boulevard District, in which landbanked parking is allowed only as a special permit use; and

WHEREAS, the Applicant has applied for an amendment to an existing special permit granting landbanked parking; and

WHEREAS, Ordinance No. 2013-22, adopted by the President and Board of Trustees of the Village of Northbrook on July 23, 2013 (***"Ordinance"***), grants approval of such special permit, subject to certain conditions, for the benefit of Applicant; and

WHEREAS, Applicant desires to evidence to the Village its unconditional agreement and consent to accept and abide by each of the terms, conditions, and limitations set forth in said Ordinance;

NOW, THEREFORE, Applicant does hereby agree and covenant as follows:

1. Applicant shall, and does hereby unconditionally agree to, accept, consent to and abide by all of the terms, conditions, restrictions, and provisions of that certain Ordinance No. 2013-22, adopted by the Village Board of Trustees on July 23, 2013.

2. Applicant acknowledges and agrees that the Village is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's review and approval of any plans for the Property, or the issuance of any permits for the use and development of the Property, and that the Village's review and approval of any such plans and issuance of any such permits does not, and shall not, in any way, be deemed to insure Applicant against damage or injury of any kind and at any time.

3. Applicant acknowledges that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to Applicant required by Section 6 of the Ordinance is given.

4. Applicant agrees to and does hereby hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with (a) the Village's review and approval of any plans and issuance of any permits, (b) the procedures followed in connection with the adoption of the Ordinance, (c) the development, construction, maintenance, and use of the Property, and (d) the performance by Applicant of its obligations under this Unconditional Consent and Agreement.

Attachment: 2 - 400 Skokie - Previous Ordinance 13-22 (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking

5. Applicant shall, and does hereby agree to, pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Consent and Agreement. These expenses shall include all out-of-pocket expenses, such as attorneys' and experts' fees, and shall also include the reasonable value of any services rendered by any employees of the Village.

ATTEST:

By: Patricia A. Musabella
Its: DIRECTOR

400 SKOKIE BOULEVARD, LLC, a Delaware limited liability company

By: [signature]
Its: MANAGER

SUBSCRIBED and **SWORN** to before me this 6th day of August, 2013.

[signature]
Notary Public

OFFICIAL SEAL
FRED W. TUCKER
Notary Public - State of Illinois
My Commission Expires Jun 21, 2015

Attachment: 2 - 400 Skokie - Previous Ordinance 13-22 (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking

Ordinance 2013-22

An Ordinance Repealing Ordinance No. 06-45 and Amending an Existing Special Permit for Landbanked Parking in the O-4 Boulevard Office District (400 Skokie Boulevard)

Passed by the Board of Trustees, 7/23/2013
Printed and Published 7/24/2013

Printed and Published in Pamphlet Form
by Authority of the
President and Board of Trustees
VILLAGE OF NORTHBROOK
COOK COUNTY, ILLINOIS

I hereby certify that this document was properly published on the date stated above.

/s/ Debra J. Ford
Village Clerk

Attachment: 2 - 400 Skokie - Previous Ordinance 13-22 (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking

AMERITUS
REAL ESTATE INVESTMENT MANAGEMENT

121 West Wacker Drive, Suite 1220
Chicago, Illinois, 60601
312-332-9920 p. I www.askAmeritus.com

August 1, 2023

Michaela Kohlstedt, AICP
Deputy Director of Development & Planning Services
Village of Northbrook
1225 Cedar Lane
Northbrook, IL 60062

Re: Request to Repeal Ordinance 13-022
400 Skokie Boulevard, Northbrook, IL 60062

Dear Michaela:

The Owner of 400 Skokie Boulevard (M-IV Skokie Boulevard) is requesting to repeal Ordinance 13-022 which has the following restrictions:

1. **Area Permitted**. Up to and including 16,000 square feet of floor area for uses in Village SIC Code No. 80110.00 "Offices and Clinics of Doctors of Medicine," ("Medical Uses") may be located on the Property.
2. **Number of Doctors**. No more than five (5) physicians shall practice at any one time within the Medical Uses area.

Ownership has recently executed a lease with University of Chicago Medical Care Network for their north shore flagship location. This is a great company to have in the Village and want to make sure there is no delay in getting them into their new space.

Please let me know if you have any questions.

Sincerely,

M-IV SKOKIE PROPERTY, LLC

By: _____

Name: BENJAMIN S. NUMMY

Its: Authorized Signatory

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Village of
Northbrook

FORMAL APPLICATION – ZONING & SUBDIVISION RELIEF**

Prior to submitting this formal application, the matter must first be reviewed as a preliminary application by the Village Board of Trustees. If the Board has not yet reviewed your preliminary application, please contact the Department of Development & Planning Services to learn what is required. The following materials are the minimum required for the processing of a formal application by the Village of Northbrook's Plan Commission and Board of Trustees. A public hearing or public meeting for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. If you have questions regarding the completion of this application please contact the Development & Planning Services Department at 847-664-4050.
Applications for zoning relief from the Zoning Board of Appeals must use a different application form.

The initial submittal MUST contain:

- ❑ **8 collated copies of complete sets** of all application materials, including the application form, required attachments, and folded full size plat/plan sheets
- ❑ **1 electronic version (PDF)** of ALL application materials **(refer to application section regarding instructions).**

Applicant Information

Legal Name M-IV Skokie Property, LLC

Company Ameritus, LLC
Address 121 W Wacker Srive, Suite 1220
City, State, Zip Chicago, IL 60601
Phone No. 312-332-9920
Email jdoll@askameritus.com

Primary Contact Person

Name Bob Budington
Company Ameritus LL
Address 121 W Wacker Drive, Suite 1220
City, State, Zip .Chicago, IL 60601
Phone No. 312-259-2148
Email bbudington@askameritus.com

Consultants *(as applicable)*

Attorney
Name
Company
Address
City, State, Zip
Phone No.
Email

Architect/Planner
Name
Company
Address
City, State, Zip
Phone No.
Email

Civil Engineer
Name
Company
Address
City, State, Zip
Phone No.
Email

Other
Name
Company
Address
City, State, Zip
Phone No.
Email

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Village of Northbrook
FORMAL ZONING & SUBDIVISION RELIEF APPLICATION

Property Information *(if more than one parcel is involved in the request please include the information for all parcels)*

Site Location/Address: 400 Skokie Boulevard, Northbrook, Illinois 60062

Property Index Numbers: 04-02-402-029-0000 ; 04-020402-034-0000

Size of Property: Approximately 447,361 square feet / 10.27 acres (square feet/acres)

Size of Building Space, if applicable: Approximately 200,000 (square feet)

Comprehensive Plan Land Use Designation[1]: Office - Corporate/Corridor

Current Zoning: O4 - Boulevard Office

Current Use of the Property: Office / Medical Office

Is any portion of the property within the 100-year floodplain?[1] Yes: _____ No: X

Requested Action(s) *(check all that are applicable)*

- ☐ Comprehensive Plan Amendment
- ☐ Annexation (*separate form required*)
- ☐ Rezoning from _____ to _____
- ☐ Special Permit for _____
- ☐ Renewal of Special Permit Ord. No. _____
- ☒ Amendment to Existing Special Permit
  Ord. No. 13-022
- ☐ Site Plan Approval
- ☐ Zoning Code Text Amendment
- ☐ Zoning Variation (in conjunction with other relief) for _____
- ☐ Planned Development - Concept Plan
- ☐ Planned Development - Final Plan
- ☐ Subdivision - Tentative Plat
- ☐ Subdivision - Final Plat
- ☐ Subdivision - Variations/Waiver for _____
- ☐ Exception for _____
- ☐ Other _____

☒ **Plat of Survey & Parcel Legal Description(s)**

Attach the most recent plat of survey of the Subject Property, certified by a registered land surveyor, showing existing lot lines and dimensions, lot area, all easements, all public and private rights-of-way, and all streets across and adjacent to the subject property.

☐ **Conformity with Comprehensive Plan**

Include a written statement explaining the conformity, or lack of conformity, of the approval being requested to the Village's Official Comprehensive Plan and Official Map. Where the approval being requested does not conform to the Official Comprehensive Plan or Official Map, provide reasons justifying the requested approval.

☐ **Surrounding Property Owners Addresses**

Please attach the names and mailing addresses of all property owners of record (not tenants) within 250 feet of the property, excluding public rights-of-way, based on current County tax records. See page10 of this document for instructions on how to obtain the addresses.

[1] As found on the Village website www.northbrook.il.us/Government/Departments/Planning/GIS/index.php

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Site Ownership and Control

Current Property Owner Information

Legal Name: M-IV Skokie Property, LLC

Primary Contact: Bob Budington
Address 121 W Wacker Drive, Suite 1220
City, State, Zip Chicago, Illinois 60601
Phone No. 312-259-2148
Email bbudington@askameritus.com

Proposed Property Owner Information

Legal Name: Same as Current

Primary Contact:
Address
City, State, Zip
Phone No.
Email

Attach a copy of a title policy or deed showing current ownership of the property. If property is held in a trust, also include a certified copy of the trust agreement or a simple affidavit (under oath before a notary) as to who are the beneficiaries of the trust. *(Check which document(s) are attached):*

- [X] Deed
- [ ] Title Policy or Title Commitment ***(Required for Subdivision Applications & Plats of Consolidation Applications)***
- [ ] Certified Copy of Trust Agreement OR a simple Affidavit Identifying Trust Beneficiaries

- [ ] **Complete Attachment A, listing all individuals/entities that have a beneficial interest in the legal entity that currently owns the property**
- [ ] **Complete Attachment B, listing all individuals/entities that have a beneficial interest in the legal entity that is proposed to own the property upon receiving necessary approvals.**

Applicants Involvement with the Property

If the Applicant does not own the property, please also provide documentation showing the applicant's interest in the property *(Check which document is attached. The dollar amounts in documents may be blacked-out)*:

- [ ] Owner (see the previous box)
- [ ] Real Estate Contract
- [ ] Lease
- [ ] Other

- [ ] **Complete Attachment C, listing all individuals/entities that have a beneficial interest in the legal entity that is the Applicant.**

Additional Required Attachment(s)

Submit all relevant attachments specified in the below worksheet(s) that correspond with your application request(s) selected on page two of this application; the worksheets can be found on the Village of Northbrook website www.northbrook.il.us., as well as in the Community Planning Department in the Village Hall. *(Check all that are applicable)*

- [ ] Comprehensive Plan Amendment Worksheet
- [ ] Annexation Worksheet
- [ ] Rezoning Worksheet
- [ ] Special Permit Worksheet
- [ ] Site Plan Approval Worksheet
- [ ] Zoning Code Text Amendment Worksheet
- [ ] Zoning Variation Worksheet
- [ ] Planned Development Worksheet- Concept Plan
- [ ] Planned Development Worksheet- Final Plan
- [ ] Subdivision Worksheet – Tentative Plat
- [ ] Subdivision Worksheet - Final Plat
- [ ] Subdivision Worksheet - Variations/Waiver
- [ ] Zoning Exception Worksheet
- [ ] Condominium Conversion Worksheet

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

☐ Plat of Consolidation Worksheet

Filing Fees

All applications require payment of a non-refundable fee, as well as additional funds that are held in escrow to off-set anticipated recoverable expenses. Please attach a check with your application and indicate below the amount of the fee submitted. A copy of the fee schedule is attached to the application form.

$_____ Amount of Non-Refundable Fee

$_____ Amount of Escrow

$_____ Total Application Fee (Non-Refundable Fee plus Escrow)

The escrow covers such items as Village attorney time (currently billing at approx. $400.00 per hour), public notice expenses, public meetings ($50.00 per mtg), & staff review time. If these expenses exceed the initial escrow deposit, the applicant is responsible for additional payment to the Village prior to completing approval process. If the expenses are less than the escrow deposit, the applicant will be issued a refund.

Northbrook Ethics Code *(potential conflicts of interest)*
On a separate sheet of paper list the name, address, nature, and extent of any current or potential interest that any Village officer or employee may have in, or with respect to the owner, the applicant, or the property. **If none, check here:** X
(For more information, see Sections 2-71 through 2-85 of the Northbrook Municipal Code located on our website, or pick-up a copy of the Northbrook Ethics Code booklet in the Development & Planning Services Department at the Village Hall)

Repeat Application

Has any other application for this property been submitted to the Village and denied within the last two years?
___ yes X no (check one)
If yes, attach a statement of the grounds justifying reconsideration (See Zoning Code Sec. 11-302).

Applicant/Owner Acknowledgments

By execution of this application in the space provided below, the Applicant and Owner(s) do hereby certify, acknowledge, agree and affirm to the Village of Northbrook that:

1. The Village and its representatives have the right, and are hereby granted permission and license, to enter upon the property, and into any structures located thereon, for purposes of conducting any inspections that may be necessary in connection with this application.

2. I (We) have carefully read this application, the Northbrook Zoning Code and Northbrook Subdivision & Development Code and fully understand the terms and provisions of each.

3. I (We) waive any rights to exemption from disclosure under the Illinois Freedom of Information Act of any and all documents and information submitted in connection with this application.

4. I (We), in accordance with the requirements of the Annual Fee Ordinance, the Northbrook Zoning Code and the Northbrook Subdivision & Development Code, agree to pay all applicable filing fees and be responsible for the payment of all reimbursable expenses associated with the processing of this application.

Applicants may attach additional materials or exhibits to this application if necessary or helpful in explaining the relief requested.

Signature of Applicant: Benjamin A Nhmy Date 8/2/23
Print Name & Title: BENJAMIN S. NHMY, AUTHORIZED SIGNATORY
Signatures of Property Owner(s): Benjamin A Nhmy Date 8/2/23
Print Name & Title: BENJAMIN S. NHMY **Property Address:** 121 W. WACKER, SUITE 1220 CHICAGO, IL 60601

****If more than one applicant or property owner, please copy this page and have additional applicants/property owners sign form.** AUTHORIZED SIGNATORY FOR M-IV SKOKIE PROPERTY LLC

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Note: Village review and approval of rezoning, special permit, and subdivision applications may be dependent upon the Applicant first receiving necessary approvals from State and County regulatory agencies such as, but not limited to, the Illinois Department of Transportation, Illinois Environmental Protection Agency, the Metropolitan Water Reclamation District of Greater Chicago, & the Cook County Highway Department.

ATTACHMENT A: Current Property Owner – Beneficial Interest

Please check which of the following describes the current property owner's beneficial interest in the property and complete this sheet as instructed for each type of beneficial interest:

☐ Corporation	If **current property owner** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
☒ Partnership or LLC	If **current property owner** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
☐ Trust	If **current property owner** is a trust, please provide the trust number _____ and name and address of the Trustee _____ _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **current property owner** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

ATTACHMENT B - Proposed Property Owner – Beneficial Interest

Please check which of the following describes the proposed property owner's beneficial interest in the property and complete this sheet as instructed for each type of beneficial interest:

☐ Corporation	If the **proposed property owner** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
☒ Partnership or LLC	If **proposed property owner** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
☐ Trust	If **proposed property owner** is a trust, please provide the trust number _____ and name and address of the Trustee _____ _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **proposed property owner** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

ATTACHMENT C - Applicant – Beneficial Interest

Please check which of the following describes the beneficial interest in the legal entity that is the applicant and complete this sheet as instructed for each type of beneficial interest:

☐ Corporation	If **applicant** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
☒ Partnership or LLC	If **applicant** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
☐ Trust	If the **applicant** is a trust, please provide the trust number _____ and name and address of the Trustee _____ _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **applicant** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Name: _____

_____

Address: _____

_____

Ownership or Trust Interest: _____ %

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Application Process Flow-Chart

Step 1

Pre-Application meeting with Community Planning

The Applicant must submit, 1 hard copy & 1 electronic copy of a sketch plan and a brief written narrative of the proposed plan, & a letter of permission from the property owner

Step 2

Preliminary Review by the Board of Trustees

Step 3a

Submit Application with all of the required Attachments
(7 hard copies PLUS 1 electronic copy)

Step 3b

Village Staff Review

Application is deemed complete by staff and noticed for a public hearing, Applicant submits 1 hard copy & 1 electronic copy of the application & plans

Certain zoning/subdivision relief does not require Plan Commission action, so this step would not apply.

Step 3c

Plan Commission Public Hearing & Recommendation

Architectural Control Commission review, if necessary

Applicant submits 1 hard copy & 1 electronic copy of any new plans & info

Step 3d

Board of Trustees Review & Final Action

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Application Fees

The Annual Fee Ordinance of the Village of Northbrook establishes the filing fees for all zoning and subdivision applications. These recoverable expenses include Village Attorney fees, Village staff time, notice in the local newspaper (if required), and a fee of $50 for each Plan Commission or Board of Trustees public meeting during which the matter is reviewed. All requisite fees must be submitted with the application. The following is a summary of required filing fees:

	Standard Fee & Escrow		Your Application Fee & Escrow	
	Non-Refundable Fee	Escrow	Non-Refundable Fee	Escrow
ZONING CODE RELIEF				
Appeal, Exception, & Residential Variation	$350.00	-		
Non-Residential Variation	$600.00	-		
Zoning Code Text Amendment				
S.I.C. Text Amendment	$ 250.00	$ 1000.00		
Other Text Amendment	$ 250.00	$ 2,500.00		
Creation of New Zoning District or Other Major Code Amendment	$ 250.00	$ 10,000.00		
Special Permit				
Initial Application or Amendment Involving Use Change Only (NO site improvements)	$ 250.00	$ 1,500.00		
Initial Application or Amendment Involving Site Improvements	$ 250.00	$ 4,000.00		
Renewal Application	$ 150.00	$ 750.00		
Additional Fee for Review of Traffic Study	$ 250.00	$ 2,500.00		
Rezoning	$ 500.00	$ 2,500.00		
Planned Development	$ 500.00	$ 10,000.00		
Comprehensive Plan Amendment	$ 500.00	$ 2,500.00		
SUBDIVISION & DEVELOPMENT CODE				
Tentative Plat	$300.00	$500/lot first 10 lots; + $200/add'l lot, not to exceed $10,000		
Final Plat or Combined Tentative & Final Plat	$ 300.00	$2,000+$500/lot first 10 lots; + $250/ add'l lot, not to exceed $10,000		
Final Engineering Approval	None	$500/lot; not to exceed $5,000		
Renew Expiring Tentative Plat	$250.00	$1000.00		
Plat of Consolidation	$50 / lot	$ 2,500.00		
Minor Subdivision	$50 / lot	$ 2,500.00		
Subdivision Variation	$ 250.00	$ 1,000.00		
Annexation/Subdivision/Development Agreement	None	$ 7,000.00		
Transferee Assumption Agreement	None	$2,500.00		
Condo Conversion Agreement	None	$ 7,000.00		
		TOTAL		

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Obtaining Surrounding Property Owner Mailing Addresses

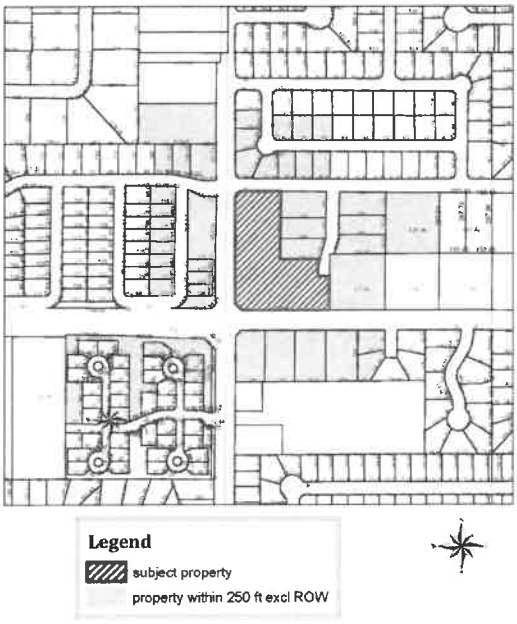
Reminder: **Provide the names and mailing addresses of all property owners of record (not tenants) within 250 feet of the property, excluding public rights-of-way, based on current County tax records.**

- **The information for obtaining the addresses can also be gathered at the Northfield Township Office, 2550 Waukegan Road, Suite 100, in Glenview. For more information regarding Township office hours, please call (847) 724-8300.**
- **Title Companies will also conduct the property owner address search.**
- **Conduct the search yourself following the below steps:**

PART I:

Contact the Development & Planning Services Department at 847-664-4050 and staff will provide you with a copy of a Sidwell map for the Subject Property and surrounding area printed to a scale of 1"=200' which will provide you with the PIN numbers required to find the current property owners mailing addresses.

Determine which surrounding properties are within 250 feet of the Subject Property **excluding public right-of-way** (streets, railroad tracks, and utilities). Below is an image exemplifying a Subject Property and the surrounding properties located within 250 feet of the Subject Property excluding the public right-of-way.



PART II:

Go to:

Cook County Property Tax Portal
http://www.cookcountypropertyinfo.com/pinresults.aspx

Next:

Enter the "Property Index Number" (PIN) that you received from Part 1 of this process.

Once you enter the above PIN and code, then select the "Search" button.

This should bring up a page (if ALL of the information used is correct) which will have the Property Address, and the Mailing Address which should be the property owner.

The Public Notice mailing will go to the **MAILING ADDRESS** so that is the address you will need to provide.

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Instructions for Submitting Electronic Files

When submitting a zoning or subdivision relief application with the Village, in addition to submitting the **required number of hard copies (refer to flow chart on page 8)**, you must also submit **one electronic copy** of your application submittal.

When submitting your electronic application materials, we ask that you follow the instructions below.



1. The electronic copy of your submittal should be submitted on a USB flash drive (also known as a memory stick, a clip drive, thumb drive, etc.) or on a CD disk.

2. **Each electronic file must be submitted as a PDF file cannot be larger than 20 MB.**

3. The files should contain descriptive filenames; for example, landscape plans should be labeled "Landscape Plans – 1-21-16" rather than some internal file naming system such as "LAN 345662-Z". As included in the example of a filename, the filename should also contain the most recent revision date of the file "Landscape Plans – 1-21-16"

4. The files should be organized in the order that is consistent with the order of the hard copy documents you also submit. You should number each file and separate the number from the rest of the file name by a dash (-). For example:

   1–Application Form
   2–Special Permit Worksheet
   3–Site Plan – 1-21-16
   4–Landscape Plan – 1-24-16

   If you discover as your putting your files together, you noticed that you forgot to insert a file that is located between two other files, you may want to do as follows, rather than renumber all of the subsequent files:

   1–Application Form
   2–Special Permit Worksheet
   2A–Plat of Survey – 11-24-15
   3–Site Plan – 1-21-16
   4–Landscape Plan – 1-24-16

5. If a subset of plan sheets, such as landscape plans, consists of more than one sheet, the sheets should be combined together and submitted as one electronic file. Each individual sheet should not be submitted as a separate file. If combining all of the plan sheets into one electronic file results in a file larger than 20 MB, then separating the electronic file into two files would be appropriate.

Please share the above electronic submittal requirements to everyone on your design team.

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

1322544045

Doc#: 1322544045 Fee: $52.00
Karen A.Yarbrough
Cook County Recorder of Deeds
Date: 08/13/2013 02:43 PM Pg: 1 of 8

Ordinance 2013-22

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Repealing Ordinance No. 06-45 and Amending an Existing Special Permit for Landbanked Parking in the O-4 Boulevard Office District (400 Skokie Boulevard)

shall be, and is hereby, adopted as follows:

Section 1. BACKGROUND

400 Skokie Boulevard, LLC ("***Applicant***") is the owner of that certain property commonly known as 400 Skokie Boulevard in the Village of Northbrook ("***Property***"), for which the Village granted a special permit for landbanking of up to 15% of the required off-street parking spaces by Ordinance No. 83-19. A restrictive covenant implementing the landbanking arrangement was recorded against the Property as well. As a condition on approval of the special permit, Ordinance No. 83-19 prohibited the occupancy of the building for public restaurant, medical or dental uses. Thereafter, a minor change to the parking plan was approved in Resolution No. 94-R-134 and a related amendment to the restrictive covenant. Thereafter, the Board of Trustees approved Ordinance No. 03-34 authorizing amendments to the existing Special Permit for Landbanked Parking to allow a tenant to use up to 7,500 square feet of office space on the Property for Village SIC Code No. 8011.00, "Offices and Clinics of Doctors of Medicine," which is a permitted use in the O-4 Boulevard Office District. In 2006, the Board of Trustees adopted Ordinance 06-45 which repealed Ordinance 03-34 further expanded the amount of square footage that could be used for medical uses. Finally, in 2011, the Board of Trustees adopted Ordinance 11-05, which allowed the construction of a separate building on the Property, allowed for the modification of the landbanking restrictive covenant, and granted a 7.8% variation to reduce the required number of parking spaces on the Property from 815 to 752, including 108 landbanked parking spaces.

The Applicant has now requested the ability to expand the medical office space within the office building on the Property from 12,000 square feet to 16,000 square feet. At its meeting of June 25, 2013, the Board of Trustees determined that the proposed changes were considered minor in nature and did not warrant a formal Plan Commission review or public hearing.

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Section 2. DESCRIPTION OF PROPERTY

The Property is commonly known as 400 Skokie Boulevard, and is legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance. The Property is located within the O-4 Boulevard Office District.

Section 3. REPEAL OF ORDINANCE NO. 06-45

Ordinance No. 06-45, amending certain provisions of Ordinance No. 83-19 which authorized an amendment to the existing special permit for landbanked parking is herby repealed in its entirety.

Section 4. SPECIAL PERMIT

Subject to and contingent upon the conditions, restrictions, and provisions set forth in Section 5 of this Ordinance, an amendment to Ordinance No. 83-19, which granted a special permit for landbanked parking, is hereby granted to the Applicant in accordance with and pursuant to Section 11-602 of the Code and the home rule powers of the Village of Northbrook, so that Section 3(1)(f) of that Ordinance shall hereafter be and read as follows [additions are **bold and double underlined**]:

f) No building occupancy shall be allowed for public restaurant, medical or dental uses **except as follows**:

i. **Area Permitted. Up to and including 16,000 square feet of floor area for uses in Village SIC Code No. 8011.00, "Offices and Clinics of Doctors of Medicine," (*"Medical Uses"*) may be located on the Property.**

ii. **Number of Doctors. No more than five (5) physicians shall practice at any one time within the Medical Uses area.**

iii. **Hours of Operation. The hours of operation of the Medical Uses shall be limited to 8:00 a.m. to 9:00 p.m. Monday through Friday and Saturday from 8:00 a.m. to 1:00 p.m.**

Section 5. SPECIAL PERMIT CONDITIONS

The amendment to the existing special permit granted in Section 4 above shall be, and is hereby, expressly subject to and contingent upon the execution by the Applicant of all appropriate documents to amend the Restrictive Covenant Agreement for 400 Skokie Boulevard, dated July 12, 1983, as it has been amended from time to time.

Section 6. FAILURE TO COMPLY WITH CONDITIONS

Upon failure or refusal of the Applicant to comply with any or all of the conditions, restrictions or provisions of this Ordinance, the special permit amendment granted in Section 4 may, at the sole discretion of the Village Board of Trustees, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Village Board of Trustees may not so revoke the special permit amendment unless it shall first provide the Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Board of Trustees. In the event of revocation, the development and use of the Property shall be governed solely by the regulations of Ordinance No. 83-19 and the O-4 Office Boulevard District, as the same may, from time to time, be

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

amended. Further, in the event of such revocation of the special permit amendment, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances. The Applicant acknowledges that public notices and hearings have been held with respect to the adoption of this Ordinance, has considered the possibility of the revocation provided for in this Section, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to the Applicant required by this Section is given.

Section 7. AMENDMENT TO SPECIAL PERMIT

Any further amendment to the special permit amendment granted by this Ordinance that may be requested by the Applicant after the effective date of this Ordinance, other than as authorized by this Ordinance, may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Code.

Section 8. EFFECTIVE DATE

A. This Ordinance shall be effective only upon the occurrence of all of the following events:

i. passage by the Board of Trustees of the Village of Northbrook by a majority vote in the manner required by law; and

ii. publication in pamphlet form in the manner required by law; and

iii. execution and submission to the Village of all appropriate documents required in Section 5 of this Ordinance; and

iv. the filing by the Applicant with the Village Clerk of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. Said unconditional agreement and consent shall be in the form of **Exhibit B**, attached to and made a part of this Ordinance by this reference; and

v. recordation of this Ordinance, together with such exhibits as the Village Clerk shall deem appropriate for recordation, with the Cook County Recorder of Deeds. The Applicant shall bear the full cost of such recordation.

B. In the event that the Applicant does not file with the Village Clerk a fully executed copy of the unconditional agreement and consent referenced in Paragraph 8.A.iv of this Ordinance within 90 days after the date of passage of this Ordinance by the President and Board of Trustees, the President and Board of Trustees shall have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Adopted: 7/23/2013

RESULT:	**ADOPTED BY CONSENT VOTE [UNANIMOUS]**
MOVER:	A.C. Buehler, Trustee
SECONDER:	James Karagianis, Trustee
AYES:	Karagianis, Buehler, Scolaro, Heller, Ciesla, Israel, Frum

ATTEST:

/s/ Sandra E. Frum
Village President

/s/ Debra J. Ford
Village Clerk

VILLAGE OF NORTHBROOK
CORPORATE
SEAL
COOK COUNTY, ILL.

I hereby certify this to be a true and exact copy of the original

8.16.13
Date

Village Clerk

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

PARCEL 1:

LOST 9, 10, AND 11 IN BLOCK 6 IN HUGHES-BROWN-MOORE CORPORATIONS RESUBDIVISION OF UNITED REALTY COMPANY'S DUNDEE ROAD SUBDIVISION IN THE SOUTHEAST ¼ OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL 2:

LOT 1 IN LAKE PARK SUBDIVISION IN THE SOUTHEAST ¼ OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.

Commonly known as 400 Skokie Boulevard, Northbrook, Illinois.

P.I.N.: 04-02-402-029-0000
04-02-402-034-0000

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

EXHIBIT B

Unconditional Agreement and Consent of Applicant

TO: The Village of Northbrook, Illinois (***"Village"***):

WHEREAS, 400 Skokie Boulevard, LLC (***"Applicant"***) is the owner of the Property at 400 Skokie Boulevard; and

WHEREAS, the Property is located within the O-4 Office Boulevard District, in which landbanked parking is allowed only as a special permit use; and

WHEREAS, the Applicant has applied for an amendment to an existing special permit granting landbanked parking; and

WHEREAS, Ordinance No. 2013-22, adopted by the President and Board of Trustees of the Village of Northbrook on July 23, 2013 (***"Ordinance"***), grants approval of such special permit, subject to certain conditions, for the benefit of Applicant; and

WHEREAS, Applicant desires to evidence to the Village its unconditional agreement and consent to accept and abide by each of the terms, conditions, and limitations set forth in said Ordinance;

NOW, THEREFORE, Applicant does hereby agree and covenant as follows:

1. Applicant shall, and does hereby unconditionally agree to, accept, consent to and abide by all of the terms, conditions, restrictions, and provisions of that certain Ordinance No. 2013-22, adopted by the Village Board of Trustees on July 23, 2013.

2. Applicant acknowledges and agrees that the Village is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's review and approval of any plans for the Property, or the issuance of any permits for the use and development of the Property, and that the Village's review and approval of any such plans and issuance of any such permits does not, and shall not, in any way, be deemed to insure Applicant against damage or injury of any kind and at any time.

3. Applicant acknowledges that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to Applicant required by Section 6 of the Ordinance is given.

4. Applicant agrees to and does hereby hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with (a) the Village's review and approval of any plans and issuance of any permits, (b) the procedures followed in connection with the adoption of the Ordinance, (c) the development, construction, maintenance, and use of the Property, and (d) the performance by Applicant of its obligations under this Unconditional Consent and Agreement.

5. Applicant shall, and does hereby agree to, pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Consent and Agreement. These expenses shall include all out-of-pocket expenses, such as attorneys' and experts' fees, and shall also include the reasonable value of any services rendered by any employees of the Village.

ATTEST:

By: Patricia A. Musabella
Its: DIRECTOR

400 SKOKIE BOULEVARD, LLC, a Delaware limited liability company

By:
Its: MANAGER

SUBSCRIBED and **SWORN** to before me this 6th day of AUGUST, 2013.

Notary Public

OFFICIAL SEAL
FRED W. TUCKER
Notary Public - State of Illinois
My Commission Expires Jun 21, 2015

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Ordinance 2013-22

An Ordinance Repealing Ordinance No. 06-45 and Amending an Existing Special Permit for Landbanked Parking in the O-4 Boulevard Office District (400 Skokie Boulevard)

Passed by the Board of Trustees, 7/23/2013
Printed and Published 7/24/2013

Printed and Published in Pamphlet Form
by Authority of the
President and Board of Trustees
VILLAGE OF NORTHBROOK
COOK COUNTY, ILLINOIS

I hereby certify that this document was properly published on the date stated above.

/s/ Debra J. Ford
Village Clerk

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Village of
Northbrook
1225 Cedar Lane Northbrook, Illinois 60062 847.272.5050 Fax 847.272.9760 www.northbrook.il.us

September 6, 2013

Larry Freedman
Ash, Anos, Freedman & Logan
77 W. Washington Street
Suite 1211
Chicago, IL 60606

RE: **Ordinance No. 2013-22 Repealing Ordinance No. 06-45 and Amending an Existing Special Permit for Landbanked Parking in the O-4 Boulevard Office District (400 Skokie Boulevard).**

Dear Mr. Freedman,

Enclosed is a recorded copy of Ordinances 2013-22. Please see that this document is maintained with the other records for this property. The original will be maintained on file here at the Village Hall.

Yours truly,

Debra J. Ford
Village Clerk

DJF
Enc.

Cc: DPS
Ordinance File

PRESIDENT
Sandra E. Frum

BOARD OF TRUSTEES
James A. Karagianis
Todd A. Heller
A.C. Buehler III
Kathryn L. Ciesla
Michael W Scolaro
Robert P. Israel

VILLAGE CLERK
Debra J Ford

VILLAGE MANAGER
Richard A. Nebrzych

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

PREPARED BY AND WHEN
RECORDED MAIL TO:
Lawrence M. Freedman, Esq.
Ash, Anos, Freedman & Logan, LLC
77 W. Washington St., Suite 1211
Chicago, Illinois 60602

1322822096
Doc#: 1322822096 Fee: $46.00
Karen A.Yarbrough
Cook County Recorder of Deeds
Date: 08/16/2013 03:59 PM Pg: 1 of 5

Address of Property: See Exhibit A

Tax I.D. No.: See Exhibit A

FIFTH AMENDMENT TO RESTRICTIVE COVENANT AGREEMENT

This Fifth Amendment to Restrictive Covenant Agreement ("Fifth Amendment") is made this 24th day of July, 2013 by 400 Skokie Boulevard LLC, a Delaware limited liability company (the "Owner").

RECITALS:

A. The Owner is the owner of fee simple title to the real estate legally described on Exhibit "A" attached hereto and made a part hereof and commonly known as The 400 Building, 400 Skokie Boulevard, Northbrook, Illinois (the "Property").

B. A predecessor in title, LaSalle National Bank, not personally but solely as Trustee of Trust Agreement dated November 1, 1977 and known as Trust No. 53414 ("Land Trust") and Otis Development Co. ("Otis"), the beneficiary of Land Trust, constructed a building containing approximately 200,000 square feet of rentable area for use as general offices (the "Building"), together with adjacent parking areas (the "Parking Lot").

C. Land Trust and Otis requested that the Village of Northbrook (the "Village") approve the construction of the Building and the Parking Lot with up to fifteen percent (15%) of the required parking spaces land banked. The Village approved the Land Trust and Otis's request, pursuant to Ordinance No. 83-19 adopted by the Village Board of Trustees on July 12, 1983 ("Ordinance No. 83-19").

D. As a condition of the passage of Ordinance No. 83-19, the Land Trust and Otis agreed to execute a Restrictive Covenant Agreement which would restrict the manner in which the Building and the Parking Lot were constructed and used, which Restrictive Covenant Agreement was executed July 12, 1983 and recorded in the Office of the Recorder of Deeds of Cook County, Illinois (the "Recorder's Office") on November 30, 1983 as Document No. 26879965. The Restrictive Covenant Agreement was amended by an Amendment to Restrictive Covenant Agreement dated August 8, 1995 executed by another of the Owner's predecessors in title, Aetna Life Insurance Company, a Connecticut corporation ("Aetna"), which amendment was recorded in the Recorder's Office as Document No. 95882919 ("First Amendment"). This amendment was authorized by Resolution 94-R-134, adopted by the Village Board of Trustees

on October 11, 1994 ("Resolution 94-R-134"). 400 Skokie Boulevard Investors LLC, the Owner's direct predecessor in title, subsequently amended the Restrictive Covenant Agreement twice more by (i) a Second Amendment to Restrictive Covenant Agreement dated November 9, 2005, which was recorded in the Recorder's Office as Document No. 0535503036 on December 21, 2005, (ii) a Third Amendment to Restrictive Covenant Agreement dated February 26, 2007, which was recorded in the Recorder's Office as Document No. 0710060095, and (iii) a Fourth Amendment to Restrictive Covenant Agreement dated January 28, 2011, which was recorded in the Recorder's Office as Document No. 1112318020. The Second, Third, and Fourth Amendments were respectively approved by Ordinance No. 03-34, adopted by the Village Board of Trustees on May 27, 2003 ("Ordinance No. 03-34"), Ordinance No. 06-45, adopted by the Village Board of Trustees on September 12, 2006 ("Ordinance No. 06-45"), and Ordinance No. 11-05, adopted by the Village Board of Trustees on January 25, 2011 ("Ordinance No. 11-05"). The Restrictive Covenant Agreement, as amended, is herein referred to as the "Restrictive Covenant."

E. Section 4 (f) of Ordinance No. 06-45 provides that no building occupancy shall be allowed for public restaurant, medical, or dental use except as follows:

(i) Area Permitted. Up to and including 12,000 square feet of floor area for uses in Village SIC Code No. 8011.00. Offices and clinics of Doctors of Medicine ("Medical Uses") may be located on the Property.

F. Owner now proposes to expand the medical office space which office building on the Property to up to 16,000 square feet. On July 23, 2013 the Village Board of Trustees adopted Ordinance No. 13-022, which amended Ordinance No. 83-19, so that Section 3(1)(f)(i) of that Ordinance provides as follows:

"Area Permitted. Up to and including 16,000 square feet of floor area for uses on Village SIC Code No. 8011.00" offices and clinics of Doctors of Medicine ("Medical Uses") may be located on the Property. ("Ordinance No. 13-022")".

G. It is a condition of Ordinance No. 13-022 that this Fifth Amendment be executed by the Owner and recorded with the Recorder's Office.

NOW, THEREFORE, in consideration of the passage of Ordinance No. 13-022, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Owner, for itself and its successors, assigns, and grantees, does hereby covenant with the Village, that the Restrictive Covenant be amended as follows:

1. Construction. This Fifth Amendment shall be construed in conjunction with the Restrictive Covenant, and, except as amended hereby, all the terms, covenants and conditions of the Restrictive Covenant shall remain in full force and effect and is hereby ratified and confirmed.

2. Defined Terms. All terms used herein shall have the meaning ascribed to them in the Restrictive Covenant, Ordinance No. 83-19 or Ordinance 13-022, unless otherwise defined herein.

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

3. Occupancy for Medical Uses. Section 2 of the Restrictive Covenant shall be, and is hereby, amended to read as follows:

"2. No building occupancy shall be allowed for medical uses, except as follows:

a. Area Permitted. Up to and including 16,000 square feet of floor area for uses in Village SIC Code No. 8011.00 "Offices and Clinics of Doctors of Medicine," ("Medical Uses") may be located on the Property.

b. Number of Doctors. No more than five (5) physicians shall practice at anyone time within the Medical Uses area.

c. Hours of Operation. The hours of operation of the Medical Uses shall be limited to 8:00 a.m. to 9:00 p.m. Monday through Friday and Saturday from 8:00 a.m. to 1:00 p.m."

IN WITNESS WHEREOF, the Owner has executed and delivered this Fifth Amendment to Restrictive Covenant as of the day and year first above written.

LANDLORD:

400 SKOKIE BOULEVARD, LLC, a Delaware limited liability company

By: 400 Managers, LLC, a Delaware limited liability company, its manager

By: 400 Romanek Managers, LLC, an Illinois limited liability company, its manager

By: Romanek Properties Ltd., an Illinois corporation, its manager

By: _____
Print Name: MARVIN M. ROMANEK
Its: MANAGER

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

STATE OF ILLINOIS)
)SS
COUNTY OF COOK)

I, the undersigned, a Notary Public, in and for the County and State aforesaid, DO HEREBY CERTIFY that Mervin Lamick, the Manager of 400 SKOKIE BOULEVARD LLC, a Delaware limited liability company, personally known to me to be the same person whose name is subscribed to the foregoing instrument as such MR. appeared before me this day in person and acknowledged that MR signed and delivered the said instrument as MR own free and voluntary act as the free and voluntary act of said, 400 SKOKIE BOULEVARD LLC for the uses and purposes therein set forth.

Given under my hand and Notarial seal this 6 day of March, 2013

Notary Public

OFFICIAL SEAL
FRED W. TUCKER
Notary Public - State of Illinois
My Commission Expires Jun 21, 2015

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

PARCEL 1:

LOST 9, 10, AND 11 IN BLOCK 6 IN HUGHES-BROWN-MOORE CORPORATIONS RESUBDIVISION OF UNITED REALTY COMPANY'S DUNDEE ROAD SUBDIVISION IN THE SOUTHEAST ¼ OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

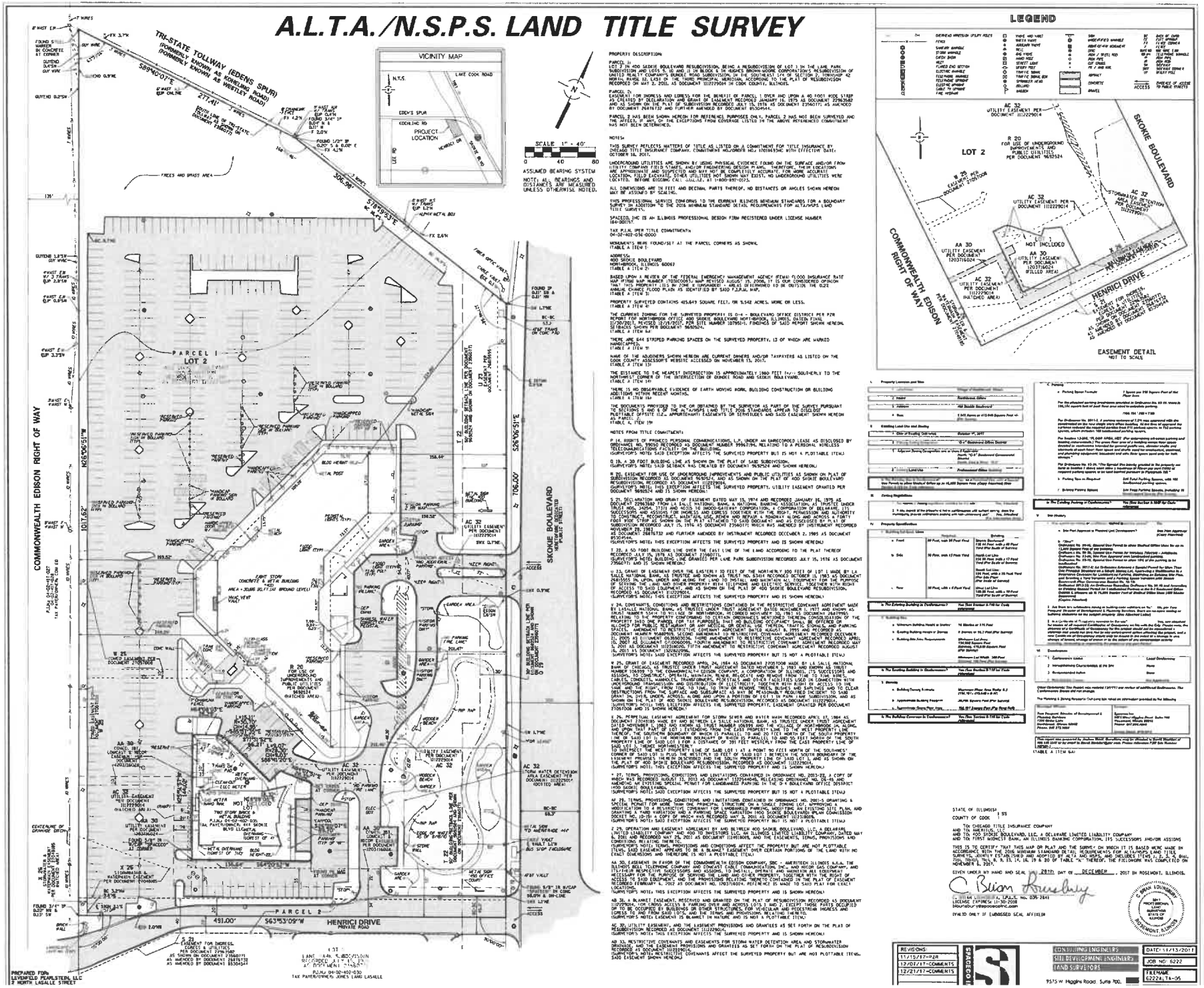
PARCEL 2:

LOT 1 IN LAKE PARK SUBDIVISION IN THE SOUTHEAST ¼ OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.

Commonly known as 400 Skokie Boulevard, Northbrook, Illinois.

P.I.N.: 04-02-402-029-0000
04-02-402-034-0000

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400



Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

1800901167D

Doc# 1800901167 Fee $48.00

RHSP FEE:$9.00 RPRF FEE: $1.00
KAREN A.YARBROUGH
COOK COUNTY RECORDER OF DEEDS
DATE: 01/09/2018 11:36 AM PG: 1 OF 6

PREPARED BY:

Thomas G. Jaros, Esq.
Levenfeld Pearlstein, LLC
2 North LaSalle Street
Suite 1300
Chicago, Illinois 60602

WHEN RECORDED RETURN TO:

Stephen R. Schuster, Esq.
Burke, Warren, MacKay & Serritella, P.C.
330 N. Wabash, 21st Floor
Chicago, IL 60611

(Above Space for Recorder's use only)

17018693WC 4 of 5 DI 1 of 3

SPECIAL WARRANTY DEED

On this 20th day of December, 2017, the GRANTOR, **400 SKOKIE BOULEVARD, LLC**, a Delaware limited liability company, whose address is c/o Syndicated Equities Group, LLC, 350 North LaSalle Street, Suite 800, Chicago, Illinois 60654, for and in consideration of TEN AND 00/100 DOLLARS, and other good and valuable consideration in hand paid, GRANTS, BARGAINS AND SELLS to **M-IV SKOKIE PROPERTY, LLC**, a Delaware limited liability company, whose address is 205 West Wacker Drive, Suite 700, Chicago, Illinois 60606, all of its right, title and interest in and to the tract of land (the "**Land**") in Cook County, Illinois, more fully described on **Exhibit A** hereto, together with all of its right, title, and interest in and to the improvements thereon, and all of its right, title and interest, if any, in and to all easements, rights-of-way, rights, and appurtenances appertaining thereto (collectively, the "**Property**"), hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Illinois.

This Special Warranty Deed is executed by Grantor and accepted by Grantee subject to those validly existing and enforceable rights, interests and estates set forth in **Exhibit B** hereto (the "**Encumbrances**").

TO HAVE AND TO HOLD the Property unto Grantee, its successors and assigns forever; and Grantor does hereby bind itself and its successors and assigns to WARRANT and FOREVER DEFEND all and singular the Property, subject to the Encumbrances, unto Grantee, its successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof by, through or under Grantor, but not otherwise.

PIN and Common Address: See **Exhibit A**

Box 400

S V
P 6
S N
SC Y
INT

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

IN WITNESS WHEREOF, Grantor has executed this Special Warranty Deed as of the date first set forth above.

GRANTOR:

400 SKOKIE BOULEVARD, LLC,
a Delaware limited liability company

By: 400 Managers, LLC,
a Delaware limited liability company,
its manager

By: 400 Syndicated Managers, LLC,
a Delaware limited liability company,
its Manager

By: _____
Name: Richard Kaplan
Title: Manager

STATE OF IL)
) ss.
COUNTY OF COOK)

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, do hereby certify that Richard Kaplan, the manager of 400 Syndicated Managers, LLC, a Delaware limited liability company, the manager of 400 Managers, LLC, a Delaware limited liability company, and the manager of 400 Skokie Boulevard, LLC, a Delaware limited liability company, who is personally known to me to be the same person whose name is subscribed to the foregoing instrument in as such capacity, appeared before me this day in person and acknowledged that he/she signed and delivered the said instrument as his/her own free and voluntary act and as the free and voluntary act of said entity, for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal, this 13 day of December 2017.

_____
Notary Public

(Seal)

My Commission Expires: 12/11/19

Send future real estate tax bills to:
M-IV Skokie Property LLC
205 West Wacker Drive, Suite 1300
Chicago, Illinois 60606

OFFICIAL SEAL
BIBIANA BARRERA
Notary Public - State of Illinois
My Commission Expires 12/11/2019

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

EXHIBIT A

LEGAL DESCRIPTION

LOT 2 IN 400 SKOKIE BOULEVARD RESUBDIVISION, BEING A RESUBDIVISION OF LOT 1 IN THE LANE PARK SUBDIVISION AND LOTS 9, 10 AND 11 IN BLOCK 6 IN HUGHES-BROWN-MOORE CORPORATION'S RESUBIDVISION OF UNITED REALTY COMPANY'S DUNDEE ROAD SUBDIVISION, IN THE SOUTHEAST ¼ OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF RESUBDIVISION RECORDED ON MAY 2, 2011 AS DOCUMENT 1112229014 IN COOK COUNTY, ILLINOIS.

PIN: 04-02-402-036-0000

COMMON ADDRESS: 400 SKOKIE BOULEVARD, NORTHBROOK, IL 60062

REAL ESTATE TRANSFER TAX 29-Dec-2017

COUNTY:	10,475.00
ILLINOIS:	20,950.00
TOTAL:	31,425.00

04-02-402-036-0000 | 20171201665225 | 1-825-514-528

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

EXHIBIT B

PERMITTED EXCEPTIONS

1. Taxes for the year 2017, and subsequent years, not yet due or payable.

2. All matters as may be disclosed by the current survey.

3. Existing unrecorded leases and all rights thereunder of the lessees and of any person or party claiming by through or under the lessees as disclosed on Seller's Title Certificate.

4. A 30 foot building line as shown on the Plat of said Subdivision. As shown on the Plat of Subdivision recorded July 15,1976 as document 23560771. (Affects underlying Lots 9, 10 and 11 in Block 6 in Hughes-Brown-Moore Corporation's Resubdivision).

5. Easement for use of underground improvements and public utilities as shown on Plat of Subdivision recorded as document 9692524, and as shown on the Plat of 400 Skokie Boulevard Resubdivision, recorded as document 1112229014.

6. Declaration and grant of easement dated May 15, 1974 and recorded January 16, 1975 as document 22963582 from La Salle National Bank, a National Banking Association, as Trustee under Trust Nos. 34254, 37371 and 40315 to imoco-gateway Corporation, a corporation of Delaware, its successors and assigns for Ingress and egress together with the right, permission and authority to construct, reconstruct, maintain, use, renew and repair a roadway along and across a forty foot wide strip as shown on the Plat attached to said document and as disclosed by Plat of Subdivision recorded July 15, 1976 as document 23560771 which was amended by instrument recorded November 28, 1983 as document 26876732 and further amended by instrument recorded December 2, 1985 as document 85304544. (affects underlying Lot 1 in Lane Park Subdivision).

7. A 50 foot building line over the East line of the Land according to the Plat thereof recorded July 15, 1976 as document 23560771. (Affects underlying Lot 1 in Lane Park Subdivision).

8. Grant of easement over the Easterly 10 feet of the Northerly 100 feet of Lot 1 made by La Salle National Bank, as trustee and known as trust No. 53414 recorded October 11, 1983 as document 26815555 in, upon, under and along the Land to install and maintain all equipment for the purpose of serving the Land and other property with telephone and Electric Service, together with right of access to said equipment, and as shown on the Plat of 400 Skokie Boulevard Resubdivision, recorded as document 1112229014.

9. Covenants, conditions and restrictions contained in the Restrictive Covenant Agreement made by Lasalle National Bank, as trustee under trust agreement dated November 1, 1977 and known as trust number 53414 to Village of Northbrook, recorded November 30, 1983 as document 26879965.

Amendment to Restrictive Covenant Agreement Dated August 8, 1995 and recorded as document number 95882919.
Second Amendment to Restrictive Covenant Agreement recorded December 21, 2005 as document 0535503036.
Third Amendment to Restrictive Covenant Agreement Recorded April 10, 2007 as document 0710060095.
Fourth Amendment to Restrictive Covenant Agreement Recorded May 3, 2011 as document 1112318020.
Fifth Amendment to Restrictive Covenant Agreement recorded August 16, 2013 as document 1322822096. (affects the Land and other property).

10. Grant of easement recorded April 24, 1984 as document 27057008 made by La Salle National Bank of Chicago, as trustee under trust agreement dated November 1, 1983 and known as trust number 106999 to the Commonwealth Edison Company, a corporation of Illinois, its successors and assigns, to construct, operate, maintain, renew, relocate and remove from time to time wires, cables, conduits, manholes, transformers, pedestals and other facilities used in connection with underground transmission and distribution of electricity, together with right of access to the same and the right, from time to time, to trim or remove trees, bushes and saplings and to clear obstructions from the surface and subsurface as may be reasonably required incident to said grant in, over, under, across, along and upon a portion of Lot 1 in Park Lane Subdivision, and as shown on the Plat of 400 Skokie Boulevard Resubdivision, recorded as document 1112229014.

11. Perpetual easement agreement for storm sewer and water main recorded April 17, 1984 as document 27048185 made by and between La Salle National Bank, as trustee under trust agreement dated November 1, 1983 and known as trust number 106999 and the Village of northbrook in, along, and upon that part of Lot 1 extending from the East property line to the West Property Line Thereof, the southern boundary of which is parallel to and 20 feet North of the South Property Line of Said Lot 1; the northern boundary of which is parallel to and 55 feet North of the South Property Line of said Lot 1 for a distance of 391 feet Westerly from the East Property Line of said Lot 1, Thence Northwesterly to Intersect the West Property Line of said Lot 1 at a point 90 feet North of the Southwest corner of Said Lot 1; plus the Westerly 10 feet of said Lot 1 between the South boundary of the easement premises therein described and the South Property Line of said Lot 1, and as shown on the Plat of 400 Skokie Boulevard Resubdivision, recorded as document 1112229014.

12. Terms, provisions, conditions and limitations contained in Ordinance No. 2013-22, a copy of which was recorded August 13, 2013 as document 1322544045, Releasing Ordinance No. 06-45 and amending an existing special permit for LandBanked parking in the O-4 Boulevard Office district 400 Skokie Boulevard. (Affects the Land and other property).

13. Terms, provisions, conditions and limitations contained in ordinance no. 2011-5 granting a special permit for more than one principal structure on a single zoning lot, approving a modification to a restrictive covenant for landbanked parking, modifying an existing site

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

pan, and granting a yard variation and a parking space variation (400 Skokie Boulevard) (Plan commission docket no. 10-15) a copy of which was recorded May 3, 2011 as document 1112318019. (affects the land and other property).

14. Operation and easement agreement by and between 400 Skokie Boulevard, LLC, a Delaware Limited Liability Company and 400 Td Investors LLC, an Illinois Limited Liability Company, dated May 6, 2011 and recorded May 25, 2011 as document 1114518019, and the easements, terms, provisions and conditions relating thereto. (affects the Land and other property).

15. Easement in favor of the Commonwealth Edison Company, Sbc - Ameritech Illinois A.K.A. The Illinois Bell Telephone Company and Comcast Cable Communication, Inc., and Nicor Gas Company, and its/their respective successors and assigns, to install, operate and maintain all equipment necessary for the purpose of serving the Land and other property, together with the right of access to said equipment, and the provisions relating thereto contained in the Plat of Easement recorded February 6, 2012 as Document No. 1203716024. Reference is made to said Plat for exact locations. (affects the Land and other property).

16. A blanket easement, reserved and granted on the Plat of Resubdivision recorded as document 1112229014, for Cross Access & Parking over and across Lots 1 and 2, except those parts occupied or to be occupied by buildings or other structures, for vehicular and pedestrian ingress and egress to and from said Lots, and the terms and provisions relating thereto.

17. Utility easement, and the easement provisions and grantees as set forth on the Plat of Resubdivision recorded as document 1112229014.

18. Restrictive covenants and easements for storm water detention area and stormwater drainage, and the easement provisions and grantees as set forth on the Plat of Resubdivision recorded as document 1112229014.

Attachment: A - 400 Skokie - Applicant Submittal (6828 : An Ordinance Repealing Ordinance 2013-22 Pertaining to Landbanked Parking at 400

MEMORANDUM
VILLAGE OF NORTHBROOK
DEVELOPMENT AND PLANNING SERVICES

TO: CARA PAVLICEK, VILLAGE MANAGER

FROM: JONATHAN MENDEL, DIRECTOR OF DEVELOPMENT & PLANNING SERVICES

DATE: September 12, 2023

SUBJECT: COOK COUNTY CLASS 6B PROGRAM REQUEST - 3075-3085 COMMERCIAL AVE

Introduction

For the Board of Trustees preliminary consideration is a request by 3075-3085 Commercial Realty Associates, LLC (the "Applicant") as the contract purchaser of the property commonly known as 3075-3085 Commercial Avenue (the "Subject Property") of a Class 6b tax incentive.

The Applicant plans to purchase the Subject Property to rehabilitate and partially occupy the existing 39,039 square foot building with their company ResinTech, Inc. The total estimated cost of the project is $1,105,000 for improvements and $2,825,000 for purchase price.

The Applicant is also known as ResinTech Inc., was founded in 1986 in New Jersey, and is a nationwide wide company requesting this tax incentive as part of their Illinois expansion from their current Lyons, IL location.

The Subject Property was built in 1978, needs improvements/modernizing, and has been unoccupied and on the market since June 2022.

The Applicant seeks preliminary Board comments on the feasibility of Village support for a Class 6b tax incentive. Attached are the application materials submitted by the Applicant, as well as relevant background material assembled by Village Staff concerning the property and the Cook County 6b program.

Note, the following proposed exception for this 6b application request:

- The Applicant asks for relief from the Village's prohibition on appealing a property assessment during the 12-year 6b period that would result in a property value less than the first-year valuation of the Class 6b schedule.
    - This is a substantive deviation from the Village's standard practice and long-standing 6b policy. The Applicant states that they are concerned this would be a complete forfeit of its rights to appeal a future assessment.

Property/Building Description

Key information concerning the property is summarized below:

- The Subject Property has been 100% unoccupied and has been actively marketed as available for sale and lease for approximately 14 months.

- The 39,039 sq ft building is 45 years old and primarily a flexible light industrial/office one-story building.

- The Subject Property is zoned I-1 Restricted Industrial and not within the floodplain.

- The Comprehensive Plan Future Land Use Map designates the Subject Property and immediately surrounding properties to the north, east, south and west as *General Industrial, Warehouse & Office*.

- The property is located in Elementary School District 27 and High School District 225.

The 6B Program

The Cook County Class 6b program reduces the overall property tax bill for industrial and warehouse buildings over the course of 12 years. Under the program, properties are assessed based on the following schedule:

- at 10% of market value for the first 10 years,

- 15% in the 11th year, and

- 20% in the 12th year.

- **In year 13, the property reverts to the normal assessed value of 25% of market value**.

Real estate is eligible for Class 6b status if it is used primarily for "industrial purposes" and is either:

(a) new construction,

(b) substantial rehabilitation of a building, or

(c) occupation of an "abandoned" property.

The below summarizes the overall impact over the 12-year span of the 6b program (2024-2035) assuming if the 6b was approved, not approved but occupied by the applicant, and the property tax savings for the applicant if the 6b was approved:

Estimated Taxes Paid over 12 Years New Building with the Class 6b - $846,832

Estimated Taxes Paid over 12 years New Building without the Class 6b - $1,881,849

Estimated Savings in Property Taxes over 12 years - $1,035,017

Village Procedures for Processing Class 6b Applications

The guidelines consist of three basic categories:

1. Economic & Fiscal Impacts of the Business on the Community (50% consideration)

2. Conditions of Existing Building/Site and Private Financial Contribution Compared to Public Assistance (30% consideration)

3. Quality of Jobs Created (20% consideration)

In addition, bonus consideration of up to 5% can be awarded due to environmental features of the proposed business. When the Village Board established these eligibility guidelines, they were adopted as general guidelines as a way for the Board to evaluate requests.

Parallel with the Board's preliminary review of this request, staff is routing the application and supporting materials to School Districts 27 and 225, the Northbrook Park District, and the Northbrook Public Library. Up to 30 days is available for comment prior to scheduling the Board's final action on a resolution of support.

Summary

Staff suggests the Board of Trustees focus on the following questions when reviewing this request:

- Does the Applicant's Class 6b request satisfy the general Cook County criteria for the approval of a Class 6b incentive for the rehabilitation of an existing building?

- Does the Applicant's 6b proposal satisfy the general Village criteria for the approval of a 6b incentive, given the requested relief:

    - Relief from the Village's bar on appealing property assessment during the 12-year 6b period?

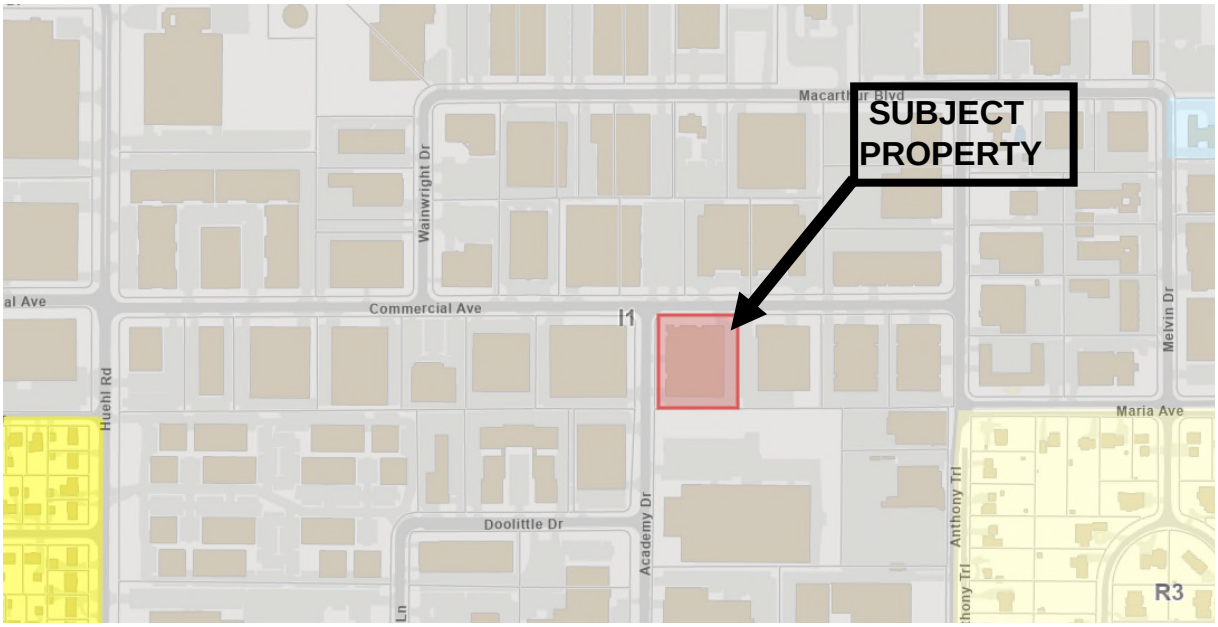
- Is the incentive appropriate to encourage the rehabilitation of the existing unoccupied 39,039 sq ft building for a new tenant/business for the Village of Northbrook?

The Applicant and staff will be present at the September 12, 2023 meeting to answer any questions from the Board.

PRELIMINARY REVIEW
COOK COUNTY 6B PROGRAM REQUEST: 3075-3085 COMMERCIAL AVE
APPLICATION SUMMARY

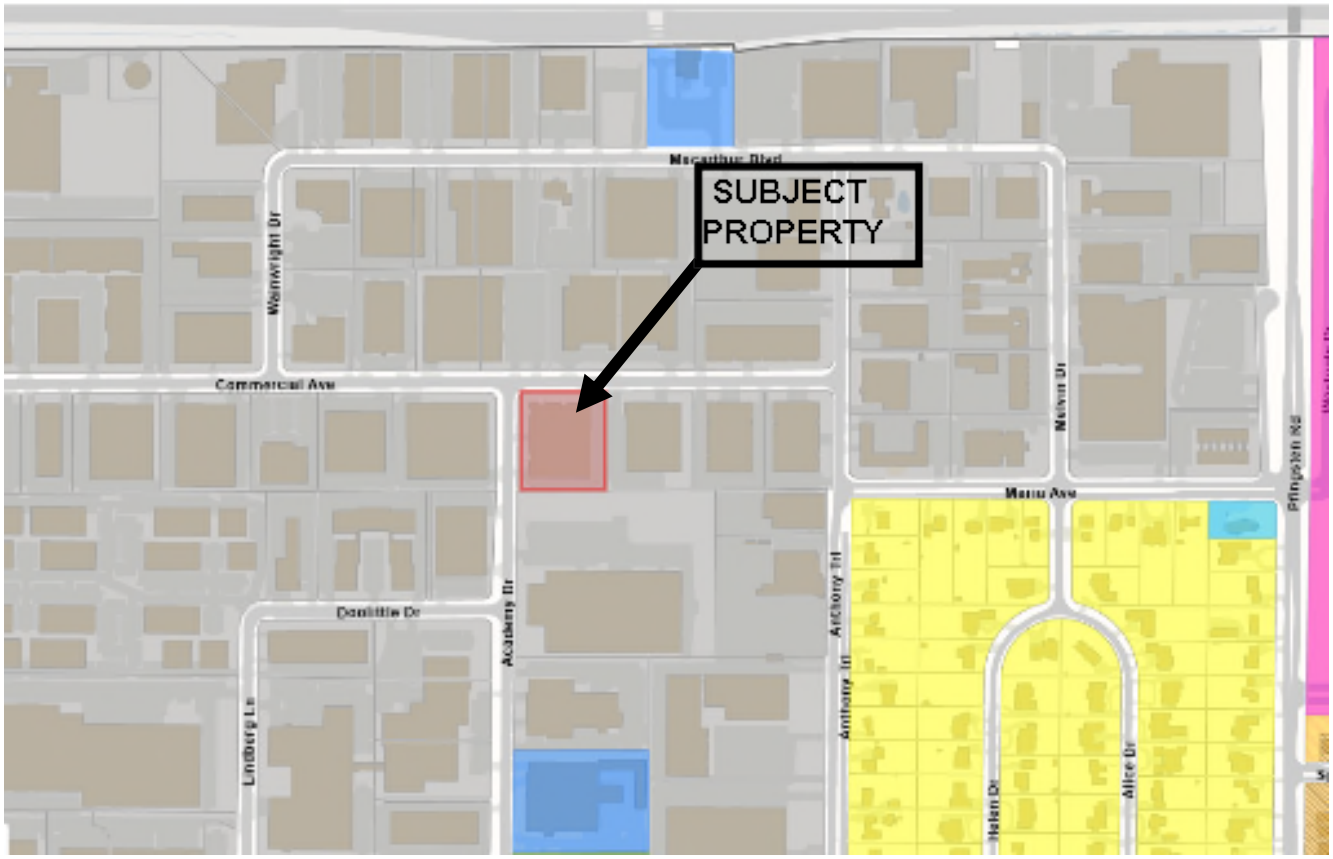
Applicant:	3075-3085 Commercial Realty Associates, LLC
Site Location:	3075-3085 Commercial Avenue
Requested Action:	Resolution supporting and consenting to a Cook County Class 6b incentive
Proposal:	Resolution from the Village of Northbrook supporting and consenting to a Class 6b tax incentive for New Construction.
Existing Zoning & Land Use:	I1 – Vacant Industrial Building
Surrounding Zoning & Land Use:	North: I-1 Restricted Industrial South: I-1 Restricted Industrial East: I-1 Restricted Industrial West: I-1 Restricted Industrial
Comprehensive Plan Designation:	General industrial, warehouse &office

ZONING MAP



Attachment: 1 - 3075-3085 Commercial Ave - Application Summary, Aerials Site Photos (6856 : Cook County Class 6B Program request - 3075-

COMPREHENSIVE PLAN MAP



Legend

- Open Space & Outdoor Recreation
- Single Family
- Single Family Large Lot
- Multi-Family up to 6 DUA
- Multi-Family 6-9 DUA
- Multi-Family 9-15 DUA
- Multi-Family over 15 DUA
- Senior or Special Residential
- Government Facility
- Institutional Facility
- Neighborhood Office
- Neighborhood Edge 1
- Neighborhood Edge 2
- Office - Professional
- Office - Corporate/Corridor
- Community Retail
- Major Retail
- Industrial & Commercial Service
- General Industrial, Warehouse & Office
- Major Industrial/Distribution
- Transportation, Comm. & Utilities
- Village Center Mixed Use
- Techny Area Multi-Use
- Major Corridor Multi-Use
- Techny Area

Attachment: 1 - 3075-3085 Commercial Ave - Application Summary, Aerials Site Photos (6856 : Cook County Class 6B Program request - 3075-

AERIAL MAP



Attachment: 1 - 3075-3085 Commercial Ave - Application Summary, Aerials Site Photos (6856 : Cook County Class 6B Program request - 3075-

Street view from Commercial Ave Looking South



Attachment: 1 - 3075-3085 Commercial Ave - Application Summary, Aerials Site Photos (6856 : Cook

Street view from Academy Dr. Looking Northeast



Attachment: 1 - 3075-3085 Commercial Ave - Application Summary, Aerials Site Photos (6856 : Cook

EUGENE L. GRIFFIN & ASSOCIATES, LTD.
LAW OFFICES

29 NORTH WACKER DRIVE, SUITE 650
CHICAGO, ILLINOIS 60606-3215
(312) 855-5050

FACSIMILE
(312) 855-5048
WRITER'S DIRECT DIAL NUMBER

855-5012

August 21, 2023

VIA FEDERAL EXPRESS
Via Email (Jonathan.Mendel@northbrook.il.us)
Jonathan Mendel
Director of Development and Planning Services
Village of Northbrook
1225 Cedar Lane
Northbrook, IL 60062

Re: **Class 6b Property Tax Incentive Application**
Applicant: 3075-3085 Commercial Realty Associates, LLC, d/b/a ***ResinTech, Inc.***
Address: 3075-3085 Commercial Avenue, Northbrook
Northfield Township
PIN: 04-05-203-043-0000

Dear Mr. Mendel,

Enclosed please find the application and attachments for a Class 6b Property Tax Incentive ("the Incentive") on behalf of 3075-3085 Commercial Realty Associates, LLC d/b/a ***ResinTech, Inc.*** (hereinafter "ResinTech" or "Applicant"). The subject property is located at 3075-3085 Commercial Avenue in Northbrook and identified by permanent index number 04-05-203-043-0000. The property contains a divisible approximately 39,093 square foot industrial building situated on approximately 1.75 acres of land. With approval from the Village of Northbrook, Applicant will move forward with the purchase and occupation of the subject property.

Some of the items requested in both the Village's application and County's application are not currently available as the real estate transaction has not yet closed. Further, Applicant is waiting on certain materials from the seller and, despite repeated attempts to obtain said items, they have not been furnished. Applicant will promptly supplement this application as those materials are received.

Exhibit List

A. Cook County Class 6(b) Eligibility Application
   A1. Vacancy Affidavit
   A2. Affidavit of Economic Disclosure
B. ResinTech Company Profile published in EDM Today Summer 2021
C. "ResinTech, Inc., Recognizing the Responsibility to Give Back" published in SJmagazine.net in February 2022

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

D. "Newsmaker Interview with Jeffrey Gottlieb" published in Water Technology Magazine December 2013
E. "CCI Community Wins" Brochure published by New Jersey Economic Development Authority
F. Letter of Intent to Purchase Subject Property
G. Real Estate Tax Impact Table
H. 2021 Second Installment Real Estate Tax Bill

Incentive Eligibility

Applicant's project is eligible for the Incentive as industrial reutilization of an abandoned building. The subject property has been unoccupied for not less than 12 consecutive months (since June 2022) and therefore qualifies as "abandoned" under the Cook County Code of Ordinances. See Vacancy Affidavit attached hereto as Exhibit A1.

Profile of Applicant

ResinTech is a water treatment company, founded in 1986, and currently a global leader in ion exchange water purification. With facilities throughout the globe, ResinTech provides water purification products and services for use in every market from large-scale industrial operations to mid-size commercial facilities and residential end users. The demand for ResinTech's products is non-seasonal, non-cyclical, and driven by favorable long-term demand factors. Increased government mandates have also resulted in an increased demand for ResinTech water purification products and services. ResinTech provides purified water through a variety of applications including ion exchange resin, granular activated carbon, filter cartridges, high purity water systems, lab testing and services, and resin regeneration. Additional information can be found by visiting their website at www.resintech.com.

ResinTech currently occupies an industrial facility in Lyons, Illinois. If the Incentive is granted, Applicant would purchase the subject property for use as an expansion of that facility.

The Subject Property

The subject property, located at 3075-3085 Commercial Avenue in Northbrook, was last occupied in June 2022 by Consumer Electronics Distributors, Inc. and since then, has been vacant and abandoned. Applicant has provided a Letter of Intent to purchase the Subject Property, however **if the Village does not consent to the Incentive, Applicant will *not* move forward with the purchase of the subject property**. Applicant's plans for the property include significant capital expenditures which will not be possible without the tax savings generated by the incentive.

If the Incentive is granted, ResinTech will utilize the subject property as its Midwest manufacturing/distribution hub. The facility will be used for packaging, mixing, blending,

shipping and receiving ion exchange resins used for purification. Raw materials will be processed at the subject site then shipped to Camden, New Jersey for testing before ultimately being shipped to customers. ACM Technologies, a subsidiary of ResinTech, will also occupy a portion of the facility for processing smaller scale products. Salespeople will also periodically use the facility's office space. All products handled at the facility are non-hazardous.

ResinTech's initial plan is to retrofit excess interior office space for industrial use and immediately occupy approximately 24,000 square feet of the subject's 39,000 square feet. ResinTech will, in the short term, plan to lease out the additional 15,000 square feet to a well-established industrial tenant. However, if ResinTech is unable to immediately find a tenant then they will occupy the entire subject property. In the long term, ResinTech plans to occupy the entire 39,000 square feet for its manufacturing process.

Need for the Incentive

Applicant's project, as described herein, is entirely contingent on their ability to make capital improvements to the property. Their ability to do so is contingent on realizing the financial benefit of the Incentive.

This project includes: the purchase of the subject property, purchase of machinery and equipment, purchase or lease of vehicles, improvements needed at the property, hiring of new employees, purchasing of insurance, purchase and installation of solar roof mount systems, among other expenses. In whole, the project requires a massive financial commitment which is likely to exceed the capital expenditures listed herein. Applicant needs the Incentive in order to make the full financial commitment. Without the incentive, **Applicant will not be able to move forward with the project as planned and will *cancel* their offer to purchase the property**. Applicant has outgrown its current space in Lyons, Illinois and is in need of additional local space. If the Applicant cannot purchase the subject property, they will have no choice but to look for facilities in other nearby municipalities.

Applicant is dedicated to providing a sustainable and vibrant business at the subject site, just as Applicant has done at its other facilities (including locally in Lyons, Illlinois). Applicant's reoccupation will lead to increased tax revenue at a site which, for the time being and due to its vacancy, is only generating minimal real estate tax revenue.

ResinTech will boost local businesses by partnering with them for construction needs, raw materials, shipping needs, financial needs, or otherwise. Further, ResinTech is reoccupying an abandoned building and eradicating the potential negative effect that vacant, unoccupied buildings often have of spreading vacancy to neighboring businesses.

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

Village of Northbrook Class 6B Application

Per the Village's request, Applicant has provided the following information responsive to the Village's Incentive Application:

Economic & Fiscal Impacts of Business on the Community

1. ***Provide the North American Industry Classification System (NAICS) code(s) for the business to occupy the subject property. Describe the potential for future growth of the business and of the industry the business is in.***

RESPONSE: NAICS code: *325613*.

ResinTech is a water treatment company which has been serving the municipal, residential, and industrial market segments since 1986. The Company provides products and services used in industrial and residential end-markets and applications that are non-seasonal, non-cyclical and driven by favorable long-term demand factors. Steady increases in demand have been driven by increased regulatory mandates, increased demand for high purity water, a decreasing supply of quality drinking water and the need to meet EPA wastewater effluent guidelines. Ion exchange resins are a consumable component of water filtration and purification systems used in a variety of end markets including boilers, power plants, and various other clean water production applications. High purity water (similar to electricity) is a mission critical component in the operations of many businesses and is typically a mandatory, non-discretionary component of their operating budget. Ion exchange resins must consistently be replaced every 3-5 years therefore there is a continual demand. The combination of all these factors has created significant and increasing demand for ResinTech's products.

2. ***If an existing business, provide information regarding the business' current operations, such as locations, size of current facilities, and number of current employees. Also explain why the business is relocating or expanding to Northbrook.***

RESPONSE: ResinTech is a family owned and operated business founded in 1986 and currently operates in New Jersey, Maryland, California, Illinois, Florida, and New Hampshire. In total, ResinTech owns and operates more than 500,000 square feet of manufacturing, production, and distribution space throughout North America. ResinTech also operates outside the US serving Europe, South America, Canada,

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

and Asia through a dedicated team of sales personnel. ResinTech currently employs approximately 480 people (330 full-time and 150 part-time).

Over the past 10 years ResinTech has outgrown its facility in Lyons, Illinois, and is looking to expand its operations at the subject property in Northbrook. As described above, Applicant will occupy the subject property as its Midwest manufacturing hub while continuing its operations at the Lyons facility. The Midwest is a critical location in the water treatment market which makes Illinois a necessary and critical location for expansion of ResinTech's operation.

3. ***Do any Northbrook businesses provide services or supplies to the business that will be locating on the subject property? If so, please list the businesses and describe the services/supplies they would provide?***

RESPONSE: ResinTech is not aware of any Northbrook businesses which currently provide supplies. However, they anticipate that if they move into the subject property, they will be sourcing numerous supplies and items from within the community.

4. ***Does the business that will be locating on the subject property provide services or supplies to Northbrook businesses? If so, please list the businesses and describe the services/supplies that would be provided to them.***

RESPONSE: ResinTech is a major supplier of ion exchange resins to the Culligan International Company. To the extent any water treatment firms exist in Northbrook they likely have used or presently utilize ResinTech's products and services.

5. ***Explain by how much the proposed construction of building additions or other significant improvements to the site would increase the assessed value of the property.***

RESPONSE: According to publicly available information on the Cook County Assessor's website, the property's most recent assessment (2022) reflected a reduction for partial occupancy. Therefore, merely by occupying the subject property, Applicant will be increasing the assessment.

As a reoccupation of abandoned property, Applicant must first address necessary repairs and improvements including: Installation of new roof, interior demolition of excess office space to increase industrial capabilities, solar panel installation to increase building efficiency, landscaping, and an overall facility cleanup. These immediate improvements will make the property more attractive to a tenant, thereby increasing the property's value and increasing the assessment. It is difficult to opine as to how much this will increase the subject property's assessment as it

involves understanding the Assessor's methods of mass appraisal. Additionally, the subject property will be reassessed in 2025.

6. ***Will the project require the Village to invest in public infrastructure improvements? If so, what percentage of the costs of those improvements will the business/developer contribute?***

RESPONSE: Applicant does not believe its occupation of the subject property will require the Village to invest in public infrastructure improvements.

7. ***Will the project generate new local sales tax? If so, how much would be annually generated?***

RESPONSE: ResinTech is a business-to-business supplier and therefore will not generate new local sales tax from the sales of their products or services to other businesses. However it is very likely that ResinTech will be generate local sales tax from its purchase of products from various businesses. ResinTech plans to lease the additional 40% of the subject property to an industrial user. Said tenant may also be operating in a way which will generate new sales tax.

8. ***Is the business a start-up company or an expansion of an existing Northbrook operation?***

RESPONSE: Neither. ResinTech has been operating since 1986. The occupation of the subject property would be an expansion of their existing operation in Lyons, Illinois.

Applicant has enclosed a company profile published in EDM Today's Summer 2021 issue, attached hereto as Exhibit B, which explains the nature of Applicant's business.

9. ***Describe the business' history of contributing to its community through volunteer work, financial contributions or other means. If a new start-up business, please demonstrate the business' commitment to becoming involved in the community.***

RESPONSE: "Giving Back" is at the core of ResinTech's mission. Applicant has attached two articles which detail ResinTech's efforts to give back to the communities in which they work. *See "ResinTech, Inc., Recognizing the Responsibility to Give Back,"* SJMagazine.net (February 2022), attached hereto as Exhibit C, and *"Newsmaker Interview with Jeffrey Gottlieb,"* Water Technology (December 2013), attached hereto as Exhibit D.

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

Applicant has also provided a brochure from the New Jersey Economic Development Authority highlighting the community benefits of ResinTech's Camden facility. *See "CCI Community Wins" Brochure,* attached hereto as Exhibit E.

Conditions of Existing Building/Site and Private Financial Contribution Compared to Public Assistance

10. If purchasing the property, provide documentation from the current property owners that they have made a reasonable effort to market the property, including a description of those efforts. Provide a chronological detail of those efforts.

RESPONSE: Applicant has requested this information from the Seller through the Seller's Broker but has not yet been provided with a response. Please note that the purchase contract has not yet been signed and therefore Seller is likely sensitive about providing such information to Applicant. Only Seller can credibly answer this question.

Applicant does however know that this property has been on the market for approximately 445 days and marketed by CBRE. According to Co-star Real Estate Services the current vacancy rate for North Cook County industrial properties is only 1.4%. Such a low vacancy rate combined with a long marketing period is evidence of this property's deficiencies.

11. Has the current owner of the subject property filed a vacancy appeal with the County within the last two years? If so, please provide a copy of the appeal and details of how the appeal has affected the assessed value of the property.

RESPONSE: Yes. Based on the information publicly available on both the Cook County Assessor and Cook County Board of Review's websites, the two year appeal history is as follows:

2022: Vacancy appeal filed at Cook County Assessor (Assessed value reduced from $619,459 to $527,538); Unknown as to whether or not a 2022 appeal was filed with the Board of Review. Applicant has requested this information from the Board of Review through the Freedom of Information Act but has not yet received a response.

2021: No appeal filed at the Cook County Assessor. While the Board of Review's website indicates that a 2021 appeal was filed there is no indication that appeal was based on vacancy. Nevertheless, the Board of Review did not grant any relief.

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

12. Submit a tax impact table showing the projected property taxes that would be paid if the 6b is granted over the life of the 6b and the property taxes that would be paid if the property is reused without the 6b (A suggested format is available in a Microsoft Excel worksheet).

RESPONSE: See Real Estate Tax Impact Table, attached hereto as Exhibit G.

13. Submit copies of the property tax bill for the subject property for the past three years.

RESPONSE: Applicant has attached hereto as Exhibit H a copy of the only property tax bill currently available (2021 Second Installment Bill). Applicant has requested copies of the 2019 and 2020 Real Estate Tax Bills from the current property owner but has not yet received said bills.

14. Provide an explanation and documentation for why the site in question is difficult to lease or sell due to age, size, condition, or unique characteristics of the building.

RESPONSE: The Subject Property was built in 1978 and since that time has had little done in deferred maintenance, capital improvements, or overall modernization. The roof, docks, and parking lot are all in need of repair or replacement. The subject also has excessive office space which is not currently in-demand for industrial users. Said office space will need be remodeled for industrial use. Additionally, the subject property's 18' ceiling heights are considered obsolete in the current industrial market (32' ceiling heights preferred).

15. If purchasing the property, provide a copy of a certified appraisal of the property or other documentation demonstrating that the property's purchase price is not the reason for needing a Class 6b incentive.

RESPONSE: Applicant is not in possession of a recent appraisal. Applicant has detailed their reasons for needing the incentive in response to question number 19 of this application. It is Applicant's opinion that the subject purchase price is fair and reasonable for a property of this type. It is not the reason for needing the incentive.

16. Provide documentation indicating that deferred maintenance issues are not the reasons for needing the 6b incentive.

RESPONSE: While the 6b incentive will allow Applicant to repair deferred maintenance issues, it is not the reason for needing the 6b incentive. Applicant's plans for improvement of the subject property which includes renovation of excess office space, solar roof mount systems (also to provide a Community Solar benefit), and equipment purchases are only possible with the benefits of the incentive. The Subject's

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

excessive office space, obsolete ceiling heights, and lack of solar capabilities are not issues of deferred maintenance (see answer to question #14).

17. Provide details regarding the amount of investment the applicant and the business planning to occupy the subject property plan to invest in the property.

RESPONSE: Applicant plans to make the following capital improvements:

Item	Estimated Cost
Roof replacement	$240,000
Demolition/Renovation of Excess office space.	$25,000
Interior Construction/Build Out	$50,000
Dock Repairs	$75,000
Landscaping	$15,000
Solar Roof Mount System	$700,000
TOTAL	**$1,105,000**

18. What is the purchase price of the real property on the subject property? Provide support documentation, such as a copy of the purchase contract.

RESPONSE: See attached Letter of Intent to purchase the subject property for $2,825,000, attached hereto as Exhibit F.

19. Submit a narrative and supporting documents indicating the need for the 6b incentive.

RESPONSE: Applicant's project, as described herein, is entirely contingent on their ability to make capital improvements to the property. Their ability to do so is contingent on realizing the financial benefit of the Incentive.

This project includes: the purchase of the subject property, purchase of machinery and equipment, purchase or lease of vehicles, improvements needed at the property, hiring of new employees, purchasing of insurance, among other expenses. In whole, the project requires a massive financial commitment which is likely to exceed the capital expenditures listed herein. Applicant needs the Incentive in order to make the full financial commitment. Without the incentive, **Applicant will not be able to move forward with the project as planned and will *cancel* their offer to purchase the property**. Applicant has outgrown its current space in Lyons, Illinois and is in need of additional local space. If the Applicant cannot purchase the subject property, **they will have no choice but to look for property in other nearby municipalities**.

Applicant is dedicated to providing a sustainable and vibrant business at the subject site, just as Applicant has done at its other facilities (including locally in Lyons, Illlinois). Applicant's reoccupation will lead to increased tax revenue at a site which, for the time being and due to its vacancy, is only generating minimal real estate tax revenue.

ResinTech will boost local businesses, by partnering with them for construction needs, raw materials, shipping needs, financial needs, or otherwise. Further, ResinTech is reoccupying an abandoned building and eradicating the potential negative effect that vacant, unoccupied buildings often have of spreading vacancy to neighboring businesses.

Quality Jobs to be Created

20. Provide the projected number of employees that will be located at the Northbrook facility and the average wage for those employees.

RESPONSE: Applicant projects that 5 to 6 employees will be located at the Northbrook facility at a wage of $18.00 per hour.

21. Provide a break down between full-time, part-time, and seasonal employees at the Northbrook facility.

RESPONSE: Applicant anticipates there will be 5 to 6 full-time employees. There will be no part-time or seasonal employees.

22. Provide a breakdown between current employees, if any, that will transfer from the business' existing facilities and new employees from the local area.

RESPONSE: Approximately 3 employees will be transferred from the Lyons facility to the subject property and all additional employees will be hired from the local area.

23. Provide the projected total annual payroll for the Northbrook facility.

RESPONSE: Applicant estimates the Northbrook facility's total annual payroll will be approximately $240,000.

Environmental Impact

24. Please describe if the business has implemented any of the recommendations of the CAP, including for example:

a. Comprehensive energy and resource efficiency programs, including green buildings (e.g. LEED certification, binding energy efficiency commitments, etc.)

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

RESPONSE: Yes. Applicant's Camden, New Jersey, facilities are all LEED GOLD certified.

b. Comprehensive waste reduction, waste exchange, and recycling programs.

RESPONSE: Yes. All of applicant's facilities recycle where available and Applicant intends to install a baler at the Northbrook facility. Additionally, Applicant's ACM Technology business recycles ion exchange resins for reuse. In fact, the nature of Applicant's business it to reduce waste and water consumption to create a cleaner environment.

c. Products/services that expand markets for recycled materials.

RESPONSE: Applicant's Ion Exchange resins and Resin Regeneration services expand markets for recycled materials.

d. Development of renewable energy resources or products that conserve energy.

RESPONSE: ResinTech invests substantially in solar/green energy and operates more than 3.5 megawatts of solar energy systems across its New Jersey and Maryland properties. ResinTech plans to invest in a solar rooftop system on this facility which will be approximately 300kw with 51% to be designated for sale to Northbrook residents at a 10% discount.

Class 6b General Requirements & Standards

25. Does the proposal satisfy all applicable Cook County criteria for the approval of a Class 6b incentive?

RESPONSE: Yes.

26. Does the applicant agree to develop, operate, and maintain the Subject Property in compliance with all codes and ordinances of the Village of Northbrook?

RESPONSE: Yes.

27. Does the applicant acknowledge that the Village shall not renew a Class 6b incentive after the initial 12-year Class 6b assessment time period has expired?

RESPONSE: Yes.

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

28. Does the applicant agree to tie the property tax relief from the Class 6b classification to a specific business(es) locating and remaining on the subject property for length of the 12-year Class 6b assessment time period?

RESPONSE: Applicant plans to occupy a portion of the subject property as an extension of the ResinTech Lyons facility and plans to do so well past the duration of the 12-year incentive. Applicant also plans to occupy the remaining portion of the subject property with a well-established corporate tenant. As ResinTech expands its Northbook operation it plans to occupy this additional space.

If ResinTech is unable to immediately secure a tenant for the additional space at the subject property then ResinTech will plan to immediately occupy the entire subject property.

29. Does the applicant agree that during the life of the Class 6b schedule, the applicant shall agree not to seek a property tax protest that would result in a property value less than the fair market value set by the Cook County Assessor's Office during the first year of the Class 6b schedule.

RESPONSE: Applicant has expressed concern over this requirement and has requested additional conversations with the Village on this item. While Applicant does not intend to seek relief which would undermine the Village's long term pecuniary interests, Applicant is also concerned about a complete forfeit of its rights to appeal a future assessment which is clearly erroneous. Applicant reserves the right to have good faith and productive conversations with the Village regarding this item.

30. The applicant must acknowledge that it must enter into an agreement with the Village setting the terms and conditions for the Village's support and consent to the Class 6b classification.

RESPONSE: Yes, subject to Applicant first reviewing the agreement in full and consulting with counsel, if necessary.

Enclosed please find the exhibits referenced herein as well as a check in the amount of $5,000 in satisfaction of the Village's application fee. We appreciate the Village's consideration of this request for a class 6(b) incentive. With Village approval, Applicant will close on the purchase of the subject property and immediately begin necessary improvements as laid out herein. Applicant looks forward to being a member of the Northbrook community.

Sincerely,

Kevin A. Griffin
Attorney at Law

Eugene L. Griffin & Associates, Ltd.
29 North Wacker Drive, Suite 650
Chicago, IL 60606
312-855-5012
kagriffin@griffinlaw.com

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

COOK COUNTY ASSESSOR
FRITZ KAEGI

COOK COUNTY ASSESSOR'S OFFICE
118 NORTH CLARK STREET, CHICAGO, IL 60602
PHONE: 312.443.7550 FAX: 312.603.6584
WWW.COOKCOUNTYASSESSOR.COM

CLASS 6B
ELIGIBILITY APPLICATION

Carefully review the Class 6B Eligibility Bulletin before completing this Application. For assistance, please contact the Assessor's Office, Development Incentives Department (312) 603-7529. This application, ***a filing fee of $500.00***, and supporting documentation *(except drawings and surveys)* must be filed as follows:

This application must be filed **PRIOR TO** the commencement of New Construction or **PRIOR TO** the commencement of Substantial Rehabilitation Activities or **PRIOR TO** the commencement of Reoccupation of Abandoned Property.

Applicant Information

Name: 3075-3085 Commercial Realty Associates, LLC d/b/a ResinTech, Inc. Telephone: (856) 768-1516

Company: ResinTech, Inc.

Address: 1801 Federal Street

City: Camden State: NJ Zip Code: 08105

Email: jgottlieb@resintech.com

Contact Person (if different than the Applicant)

Name: Kevin A. Griffin Telephone: (312) 855-5012

Company: Eugene L. Griffin & Associates, Ltd.

Address: 29 North Wacker Drive, Suite 650

City: Chicago State: IL Zip Code: 60606

Email: kagriffin@griffinlaw.com

Property Description (per PIN)

If you are applying for more than three different PINs, please submit the additional PIN information in an attachment.

Street Address: (1) 3075-3085 Commercial Avenue

Permanent Real Estate Index Number: 04-05-203-043

(2) _____

Permanent Real Estate Index Number: _____

(3) _____

Permanent Real Estate Index Number: _____

City: Northbrook State: IL Zip Code: 60062

Township: Northfield Existing Class: 5-93

EXHIBIT A

Attach legal description, site dimensions and square footage and building dimensions and square footage.

Applicant has not yet closed on the property and is still in the process of gathering the legal description, site dimensions, and building dimensions. The site is approximately 1.75 acres and the building is approximately 39,000 square feet.

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

Identification of Person Having an Interest in the Property

Attach a complete list of all owners, developers, occupants and other interested parties *(including all beneficial owners of a land trust)* identified by names and addresses, and the nature and extent of their interest.

See attached.

Industrial Use

Attach a detail description of the precise nature and extent of the intended use of the subject property, specifying in the case of the multiple uses the relative percentages of each use.

See attached cover letter.

Include copies of materials, which explain the occupant's business, including corporate letterhead, brochures, advertising material, leases, photographs, etc.

See attached cover letter.

Employment Opportunities

How many construction jobs will be created as a result of this development? Approximately 10 to 16

How many new permanent full-time and part-time employees do you now employ in Cook County?

Full-time: 3 Part-time: 2

How many new permanent full-time jobs will be created by this proposed development? Approximately 5-6

How many new permanent full-time jobs will be created by this proposed development? Approximately 5-6

Nature of Development

Indicate nature of proposed development by checking the appropriate space:

[ ] New Construction **(Read and Complete Section A)**

[ ] Substantial Rehabilitation **(Read and Complete Section A)**
Incentive only applied to the market value attributable to the rehabilitation

[☑] Occupation of Abandoned Property - No Special Circumstance
(Read and Complete Section B)

[ ] Occupation of Abandoned Property - With Special Circumstance
(Read and Complete Section C)

[ ] Occupation of Abandoned Property - **(CEERM Supplemental Application)**
(Read and Complete Section C)

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

SECTION A (NEW CONSTRUCTION/SUBSTANTIAL REHABILITATION)

If the proposed development consists of *New Construction* or *Substantial Rehabilitation*, provide the following information:

Estimated date of construction commencement *(excluding demolition, if any)*: _____

Estimated date of construction completion: _____

Attach copies of the following:

1. Specific description of the proposed *New Construction* or *Substantial Rehabilitation*
2. Current Plat of Survey for subject property
3. 1st floor plan or schematic drawings
4. Building permits, wrecking permits and occupancy permits *(including date of issuance)*
5. Complete description of the cost and extent of the *Substantial Rehabilitation* or *New Construction (including such items as contracts, itemized statements of all direct and indirect costs, contractor's affidavits, etc)*

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

SECTION B (ABANDONED PROPERTY WITH NO SPECIAL CIRCUMSTANCE)

If the proposed development consists of the reoccupation of abandoned property, purchased for value, complete (1) and (2) below:

1. Was the subject property vacant and unused for at least 12 continuous months prior to the purchase for value?

   [☑] YES [ ] NO

   When and by whom was the subject property last occupied prior to the purchase for value?

   The subject property was last occupied by Consumer Electronics Distributors, Inc. who abandoned the property in June 2022.

   Attach copies of the following documents:

   (a) Sworn statements from person having personal knowledge attesting to the fact and the duration of vacancy and abandonment See attached.

   (b) Information *(such as statements of utility companies)* which demonstrate that the property was vacant and unused and indicate duration of such vacancy Applicant has requested this information from the seller but the seller has not yet provided said information. However, Applicant has attached a vacancy affida

2. Application must be made to the Assessor prior to occupation:

   Estimated date of reoccupation: Approximately January 1, 2024
   Date of Purchase: Undetermined at present; anticipated November or December 2023
   Name of purchaser: 3075-3085 Commercial Realty Associates, LLC.
   Name of seller: Paulson Thariath- Living Trust & Avery Baron- Living Trust
   Relationship of purchaser to seller: None

   Attach copies of the following documents:

   (a) Sale Contract
   (b) Closing Statement
   (c) Recorded Deed
   (d) Assignment of Beneficial Interest
   (e) Real Estate Transfer Declaration

   None of the above requested documents are currenlty availble as Applicant has not yet purchased the subject property. Applicant will supplement this answer once said documents are made available. See Letter of Intent to Purchase attached hereto.

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

SECTION C (SPECIAL CIRCUMSTANCES)

If the applicant is seeking special circumstances to establish that the property was abandoned for purposes of the Incentive where there was a **purchase for value**, but the period of ***abandonment prior to purchase was less than 12 months***, complete section (1).

If the applicant is seeking special circumstances to establish that the property was abandoned for purposes of the Incentive where there was **no purchase for value**, but the period of **abandonment prior to the application 12 continuous months or greater**, complete section (2).

1. How long was the period of abandonment prior to the purchase for value? _____

   When and by whom was the subject property last occupied prior to the purchase for value?

   _____

   _____

   Attach copies of the following documents:

   (a) Sworn statements from persons having personal knowledge attesting to the fact and the duration of the vacancy and abandonment

   (b) Information *(such as statements of utility companies)* which demonstrate that the property was vacant and unused and indicate duration of vacancy

   (c) Include the finding of special circumstances supporting "abandonment" as determined by the municipality, or the County Board, if located in an unincorporated area. *Also include the ordinance or resolution from the Board of Commissioners of Cook County stating its approval for less than 12-month abandonment period.*

   Application must be made to the Assessor prior to the commencement of reoccupation of the abandoned property.

   Estimated date of Reoccupation: _____
   Date of purchase: _____
   Name of purchaser: _____
   Name of seller: _____
   Relationship of purchaser to seller: _____

   Attach copies of the following documents:

   (a) Sale Contract
   (b) Closing Statement
   (c) Recorded Deed
   (d) Assignment of Beneficial Interest
   (e) Real Estate Transfer Declaration

2. How long has the subject property been unused?

   [ ] 12 or greater continuous months *(Eligible for Special Circumstance)*

   [ ] 3 continuous months and maintain/create 250 Employees *(Eligible for Special Circumstance under CEERM)* - **Complete CEERM Supplemental Application**

   [ ] **Not Eligible for Special Circumstance if No purchase and less than 12 continuous months** ***vacant, or not a CEERM***

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

When and by whom was the subject property last occupied prior to the filing of this application?

_____

_____

Attach copies of the following documents:

(a) Sworn statements from persons having personal knowledge attesting to the fact and the duration of the vacancy and abandonment

(b) Information *(such as statements of utility companies)* which demonstrate that the property was vacant and unused and indicate duration of vacancy

(c) Include the finding of special circumstances supporting "abandonment" as determined by the municipality, or the County Board, if located in an unincorporated area. Also include the ordinance or resolution from the Board of Commissioners of Cook County stating its approval for lack of a purchase for value.

Application must be made to Assessor prior to the commencement of reoccupation of the abandoned property.

Estimated date of reoccupation: _____

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

CEERM SUPPLEMENTAL APPLICATION

(This form will ONLY be utilized for applicants who specifically elect for CEERM)

This supplemental eligibility application is for properties that have been abandoned (due to special circumstances) where there has been no purchase for value and the buildings and other structures have been vacant and unused for at least three continuous months and applicant has provided sufficient documentation to establish that such applicant will create or maintain at least 250 jobs for employees at the subject location.

The CEERM Program shall be limited to the party who is the initial applicant of the Class 6B Incentive under the CEERM Program and the subject of the municipal Resolution or Ordinance.

*Under the **CEERM** Program, qualifying industrial real estate would be eligible for the Class 6B level of assessment from the date of substantial re-occupancy of the abandoned property. Properties receiving Class 6B will be assessed at 10% of market value for the first 10 years, 15% in the 11th year and 20% in the 12th year.* ***The terms of this program are Not Renewable.***

I _____ applicant/representative hereby specifically elect to submit this **Supplemental Application** for the **CEERM** program.

Further affiant sayeth not.

_____ Agent's Signature

_____ Agent's Name & Title

_____ Agent's Mailing Address

_____ Agent's Telephone Number

_____ Applicant's Name

_____ Applicant's Mailing Address

_____ Applicant's e-mail address

Subscribed and sworn before me this _____ day of _____, 20 _____

_____ Signature of Notary Public

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

LOCAL APPROVAL

A certified copy of a resolution or ordinance from the municipality in which the real estate is located *(or the County Board, if the real estate is located in an unincorporated area)* should accompany this Application. *The ordinance or resolution must expressly state that the municipality supports and consents to this Class 6B Application and that it finds Class 6B necessary for development to occur on the subject property.* If a resolution is unavailable at the time the application is filed, a letter from the municipality or the County Board, as the case may be, stating that a resolution or ordinance supporting the incentive has been requested may be filed with this application instead. If the applicant is seeking to apply based on the reoccupation of abandoned property and will be seeking a finding of "special circumstances" from the municipality, in addition to obtaining a letter from the municipality confirming that a resolution or ordinance supporting the incentive has been requested, the applicant must file a letter from the County Board confirming that a resolution validating a municipal finding of special circumstances has been requested. If, at a later date, the municipality or the County Board denies the applicant's request for a resolution or ordinance, the applicant will be deemed ineligible for the Class 6B incentive, whether or not construction has begun. In all circumstances, the resolution must be submitted by the time the applicant files an "Incentive Appeal".

FINALIZING THE INCENTIVE PROCESS

In order to finalize the class change you will need to file an **Incentive Appeal** with supporting documentation (including **Proof of Occupancy**) in the year that the property has been substantially occupied. It is advised that you access our website *(www.cookcountyassessor.com)* to determine the allowable filing dates for such action.

When filing an appeal requesting an Incentive Class Change, a $100.00 filing fee (made out to the Cook County Assessor) must be included. The property cannot receive Class 6B designation until you file an Incentive Appeal Form, AND this office grants reclassification for the parcel(s).

I, the undersigned, certify that I have read this Application and that the statements set forth in this Application and in the attachments hereto are true and correct, except as those matters stated to be on information and belief and as to such matters, the undersigned certifies that he/she believes the same to be true.

Signature

08/21/2023
Date

Kevin Griffin
Print Name

Attorney for Applicant
Title

4/1/2022

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

Identification of Persons Having an Interest in the Property Attachment

If the Incentive is granted and the Applicant moves forward with the purchase of the subject property, the owners, developers, occupants and other interested parties are as follows:

Owners

- Jeffery H. Gottlieb
  1801 Federal Street, Camden, NJ 08105

- Lawrence F. Gottlieb
  1801 Federal Street, Camden, NJ 08105

- Gottlieb Family Realty Associate, LLC
  1801 Federal Street, Camden, NJ 0815

Occupants

- ResinTech, Inc.
  1801 Federal Street, Camden, NJ 08105

- ACM Technologies, Inc.
  344 Granary Road, Forest Hill, MD 21050

- *Unidentified potential third tenant—see application*

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

State of Illinois)
)
County of Cook)

AFFIDAVIT

I, PAULSON THARIATH, being first duly sworn on oath state as follows:

1. That I am a manager of 3075 Commercial, owner of the property located at 3075-3085 Commercial Avenue in Northbrook, Illinois (PIN: 04-05-203-043-0000);
2. That the prior occupant of the Subject Property was Consumer Electronics Distributors, Inc./Next Level Distribution;
3. That in June 2022, Consumer Electronics Distributors, Inc./Next Level Distribution vacated the Subject Property;
4. That since June 2022, Affiant has personal knowledge that the Subject Property has been continuously 100% vacant, unused and non-income producing.

Further Affiant sayeth not.

X _____

Date: 8-21-2023

SUBSCRIBED and SWORN TO BEFORE ME
This 21st day of August, 2023.

Esperanza Nambo
Notary Public

ESPERANZA NAMBO
Official Seal
Notary Public - State of Illinois
My Commission Expires Sep 29, 2026

EXHIBIT
A1

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

State of Illinois)
) SS
County of Cook)

AFFIDAVIT IN SUPPORT OF ECONOMIC DISCLOSURE

Affiant, Jeffrey Gottlieb, being first duly sworn on oath states as follows:

1. I am a manager and duly authorized agent of ResinTech, Inc. and I will be a manager and duly authorized agent of any and all assignee or subsidiary corporations which will be formed to purchase the property located at 3075-3085 Commercial Avenue in Northbrook, Illinois and identified by PIN 04-05-203-043-0000 (subject property).

2. An application has been made to the Village of Northbrook, and the Cook County Assessor, to obtain a Class 6b property tax incentive for the subject property.

3. Pursuant to the Economic Disclosure Statement requirements, I do not individually own any real estate located in Cook County.

4. ACM Realty Associates, LLC., a subsidiary of ResinTech, Inc., owns the following real estate, located in Cook County:

    a. 8425 West 45th Street, Lyons, Illinois 60534

5. I am not aware of any other real estate, located in Cook County, which is owned by ResinTech, Inc. or any of its subsidiaries.

Further Affiant sayeth not.

Jeffrey Gottlieb

Jeffrey Gottlieb, Manager of ResinTech, Inc.

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

EXHIBIT A2 tabbies

10.B.1.b



ResinTech® Inc.
INNOVATIONS IN ION EXCHANGE

When I was a little boy, I remember my mother using a filter filled with blue beads to purify tap water before she used it to fill her steam iron. Unbeknownst to me at the time, this was a deionizer, and the beads were ion exchange resins. Fast forward from the mid-fifties to 1975, when I bought my first Wire EDM, and suddenly I would again be acquainted with ion exchange resin. Deionized water is the most commonly utilized dielectric medium in Wire EDM, as well as Small Hole EDM, and plays a crucial part in the efficacy and reliability of the process. Deionizing resin makes that happen.

ResinTech is America's foremost producer of ion exchange deionizing resin. I recently traveled to Camden, New Jersey to visit their new facility, and I'd like to share their remarkable success story with you.

EXHIBIT
tabbies
B

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

Packet Pg. 650

Let's Begin with Some History:

Michael Gottlieb, the company's founder, graduated from Newark College of Engineering (now known as NJIT - the New Jersey Institute of Technology) with a degree in chemical engineering in 1963. His first job in the deionizing resin business was with a company called Permutit. In 1965, he became the youngest senior consultant at Betts Laboratories. Later, he joined a company called Crystal Lab. (Coincidentally, this was the company that produced those blue crystal steam iron deionizers that my mother used.) In 1973, he took a position at Ionac, which was subsequently acquired by Sybron. In 1986, he decided to start his own business, importing ion exchange resins working out of his basement, and ResinTech was born. The timeline below tracks ResinTech's history and remarkable growth from that point in time.

1986 – Michael Gottlieb founds ResinTech in the basement of his home in Cherry Hill, NJ

1990 – Jeff Gottlieb, one of Mike's two sons, joins ResinTech

1991 – ResinTech moves from basement to a small building with a lab and pilot plant in Cherry Hill, NJ

1993 – Larry Gottlieb joins ResinTech

1999 – ACM Technologies entity formed in Wilmington, DE

1999 – ResinTech acquires Vaponics

2000 – ResinTech relocates to West Berlin, NJ and Aries Filterworks entity formed

2003 – ResinTech acquires Hydrocomponents

2005 – ResinTech acquires Aqua Wholesale, and expands distribution to Sarasota, FL

2007 – ACM plant constructed in Forest Hill, MD

2009 – ACM acquires Ameriwater

2010 – First 345Kw ground mount solar farm installed at NJ location

2011 – ACM/ResinTech facility opens in Lyons, IL

2013 – ResinTech opens new manufacturing facility in Gardena, CA

2015 – ResinTech acquires Atlantic Metal Craft

2017 – ACM opens West Coast facility in Gardena, CA

2021 – ResinTech constructs mega-campus in Camden, NJ



ResinTech Today

The ResinTech family of companies includes a number of entities:

ResinTech – Manufacturer of ion exchange resin, activated carbon and specialty media

Aries Filterworks - A residential and laboratory filtration solution and systems provider

ACM Technologies – A resource recovery service and systems provider

ResinTech Lab Services – A world class ion-exchange laboratory

VMX Technologies – An IT company providing technology based solutions and managed services

ActionPack – A sister company engaged in contract manufacturing, packaging and supply chain solutions

Aquawholesale – An OEM providing residential and commercial water treatment equipment

As deionizing resin and resin regeneration are most directly related to EDM, let's explore these operations in detail.

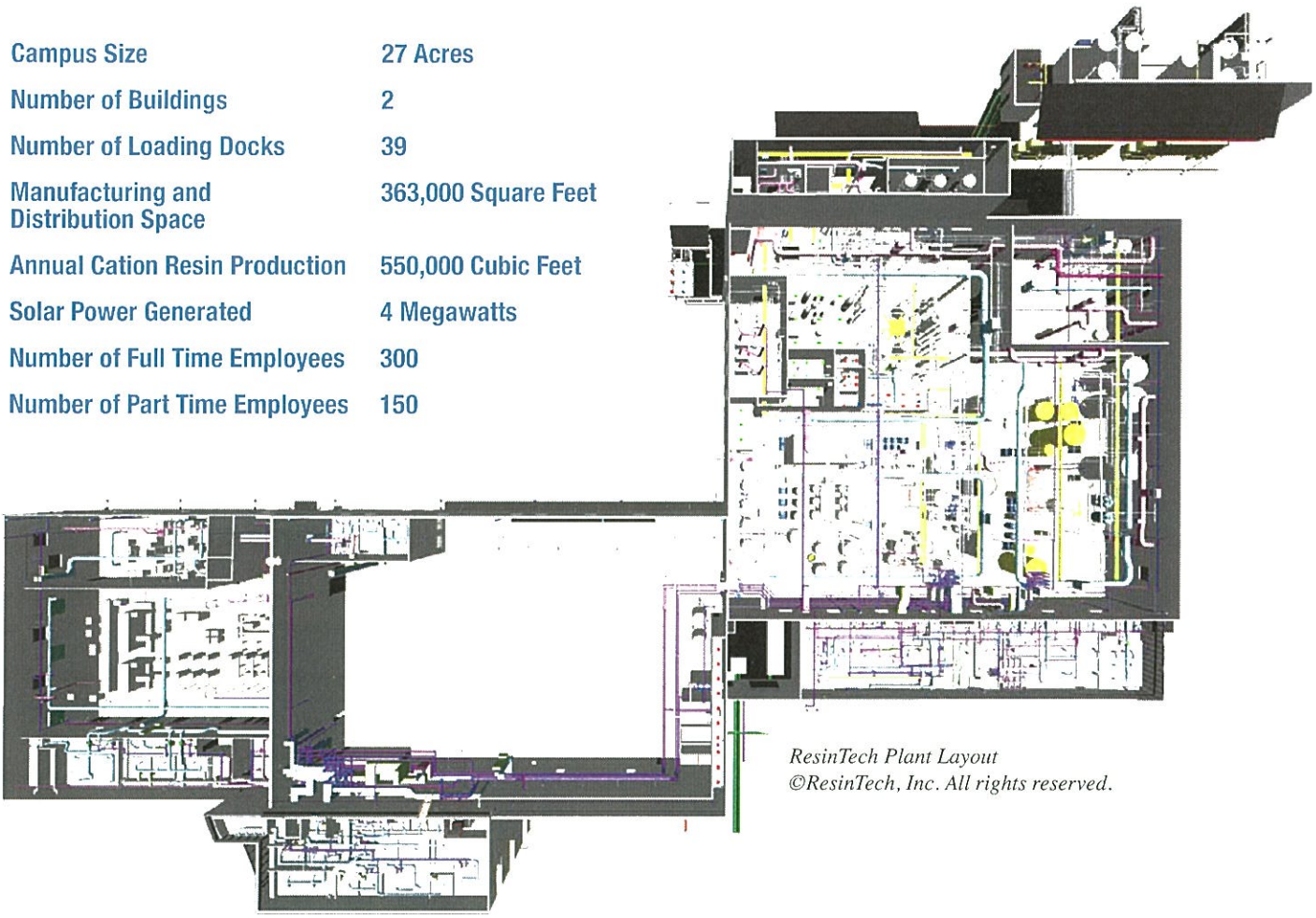
[Editor's note: The deionizing marketplace is a huge one, of which ion exchange resin for EDM is only a small portion. A few of the more notable industries that utilize ion exchange resin are: power generation, potable water treatment, water softening, pharmaceutical manufacturing, metal finishing and waste water treatment.]

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

ResinTech

First, some facts and figures about the brand new ResinTech campus:

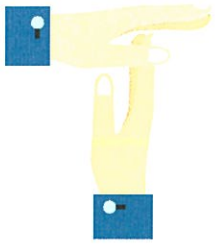
Campus Size	27 Acres
Number of Buildings	2
Number of Loading Docks	39
Manufacturing and Distribution Space	363,000 Square Feet
Annual Cation Resin Production	550,000 Cubic Feet
Solar Power Generated	4 Megawatts
Number of Full Time Employees	300
Number of Part Time Employees	150



ResinTech Plant Layout
©ResinTech, Inc. All rights reserved.

This massive facility is the first new resin manufacturing plant constructed in the U.S. in over three decades and represents a 140 million dollar investment in a clean sheet design for maximum efficiency, safety and environmental compatibility. At peak capacity, this facility will efficiently produce well over a half-million cubic feet a year of DCE-free cation resin — 100% made in the USA. The plant has been designed for a 50% expansion with minimal investment.

An EDM Today Time Out is Called



A number of cation suppliers import the resin they sell from overseas, oftentimes reprocessing the imported resin to bring it up to American quality standards. With its new facility, ResinTech has taken the bold step to manufacture the cation resin in-house.

In addition, some resin manufacturers utilize the chemical DCE (ethylene dichloride) as a solvent in their resin manufacturing process. The EPA has found that long term exposure to DCE has the potential to cause liver, circulatory and nervous system damage if traces of the chemical are not removed from the resin.

ResinTech, when designing their new cation production facility, chose a production process that does not utilize DCE.

The Time Out has Expired

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)



Jacketed reactor vessels control the extreme temperatures necessary to combine monomers into polymer, a precursor to functionalized ion exchange resin. ©ResinTech, Inc. All rights reserved.



ResinTech's resource recovery division (d/b/a ACM Technologies) regenerates much of the mixed bed resin used throughout the EDM industry. ©ResinTech, Inc. All rights reserved.



A cement mixer on steroids, ResinTech's "V blender" combines cation and anion resins at the ideal ratio to create thousands of cubic feet of mixed bed and other specialty medias. This is just one type of mixing utilized at ResinTech's new facility. ©ResinTech, Inc. All rights reserved.

The photo gallery that follows will give you a small glimpse of this remarkably complex, state-of-the-art resin production facility.



Glass-lined sulfonation tanks weighing over 30,000 pounds each help ResinTech turn virgin polymer into the company's newest flagship product — non-solvent, sodium form cation resin. ©ResinTech, Inc. All rights reserved.



Nearly eighty vessels and over ten miles of pipe combine to make up ResinTech's cutting-edge factory in Camden, New Jersey. ©ResinTech, Inc. All rights reserved.



A dozen human machine interfaces (HMIs) help automate production while allowing engineers to monitor operations from anywhere on the 70,000 ft2 production floor. ©ResinTech, Inc. All rights reserved.

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

ResinTech Sustainable Manufacturing

ResinTech is dedicated to the environmental stewardship of its activities. The new ResinTech campus is a LEED® Silver certified facility, fueled by solar power. The total solar generating capacity of all ResinTech facilities and locations will soon reach a total of 4.6 megawatts. In addition, ResinTech's state-of-the-art wastewater treatment facility assures that no harmful discharges emanate from their facility.

ResinTech Lab Services



ResinTech's campus includes a world class, university level laboratory to support its manufacturing and research and development activities.

Laboratory capabilities include:

Standard Tests

Standard tests are those needed to determine if a resin is suitable for use. Standard tests are performed with resins in their "reference" ionic forms and are used to judge the resin's physical and chemical condition as well as a qualitative evaluation of any fouling that may be present.

- Total capacity
- Salt splitting capacity
- Moisture content
- Visual Inspection
- Percentage ratio
- Photography

Regenerated Resin Tests

Testing of regenerated resins is used to determine how well the customer's regeneration procedure is able to convert a resin into a specific ionic form. Regenerated resins may or may not include a health check.

Specialty Tests

Specialty tests are those used to troubleshoot a resin's performance, to identify specific foulants, to find out what if any cleaning procedures might be effective to remove contaminants, and to determine how a resin is likely to perform under a specific operating condition by means of bench scale column exhaustions and regenerations. Specialty tests generally take more time and effort and increase the cost of the analysis, therefore, they are not commonly performed unless there is a specific need to do so.

- Screen size distribution
- Organic extractables
- Friability
- Inorganic impurities
- Rinse requirement
- Kinetic tests
- Column capacity
- Oxidative stability
- Osmotic shock test
- Apparent density
- Void volume
- Specific gravity
- Identification of foulants
- Cleaning tests
- Ash analysis
- Percent volume change

ResinTech Social Responsibility

ResinTech is especially proud of the role they are playing in helping to revitalize the City of Camden. This community has struggled for well over a half-century. Their multi-million-dollar development project, along with similar investments from other recognizable brands like Subaru of America, Campbell's Soup, and American Water, are helping to turn things around for this once great city.

In addition, ResinTech supports a number of local service organizations:

Cathedral Kitchen enrolls 60 students each year in its culinary and baking arts programs and provides graduates with job placement upon completion. CK also served over 100,000 nutritious, table-side meals (no soup lines) for impoverished residents of Camden last year.

The Boys & Girls Club of Camden County offers a wide range of youth programming designed to ensure that each child reaches his or her full potential as a productive, caring, and responsible citizen.

ACM Technologies

ACM (which stands for Anion Cation Mixed Bed) is the ResinTech company dedicated to regenerating deionizing resin. A national leader in this critical, environmentally responsible activity, ACM has production facilities located in the Northeast, Midwest and West coast. ACM, working through its authorized distributers, provides EDM'ers with the assurance that their exhausted resin will be efficiently and economically regenerated in such a manner that they will not have any future possible liability as a result of improper regeneration practice or waste disposal. One of the by-products of the regeneration process is the concentrated contaminants that have been removed from the resin in the form of filter cake. While some regenerators send this hazardous waste to secure landfills, ACM completely recycles the filter cake material, avoiding any landfill deposits.

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)



Another EDM Today Time Out is Called

Most EDM'ers only concern themselves with the conductivity capabilities of regenerated resin. However, there is an additional measure of regenerated resin quality that is equally as important: resin capacity. That is, how much ion load can the bottle/bag accept and still maintain the required conductivity. The resin capacity determines how long a resin bottle will last in specific application. ACM verifies the capacity of each regenerated batch and maintains traceability for each resin bottle.

Another factor that determines the life of deionizing resin in EDM applications is the anion-cation ratio in the mixed bed resin. ACM adjusts this ratio specifically for the EDM application.

The Time Out has Expired

The successful transfer and subsequent growth of a business enterprise from one generation to the other is a rare occurrence. The fact that ResinTech has prospered under its second generation leadership team is a tribute to the American entrepreneurial spirit and the business sense, technical expertise and dedication of this wonderful family.



The ResinTech family and leadership team L-R: Jeffrey Gottlieb, Michael Gottlieb, Lynne Gottlieb, Larry Gottlieb, Mike Warner

I'd like to take this opportunity to thank Jeffrey Gottlieb, Chief Executive Officer; Larry Gottlieb, President; Mike Warner, President Resource Recovery (ACM); and David Chesnick, Director of Global Marketing, for the gracious hospitality afforded to me during my visit to their remarkable facility.

ResinTech
www.resintech.com

ACM Technologies
www.acmix.com

EDM

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

10.B.1.b

ResinTech Inc.

Recognizing the responsibility to give back

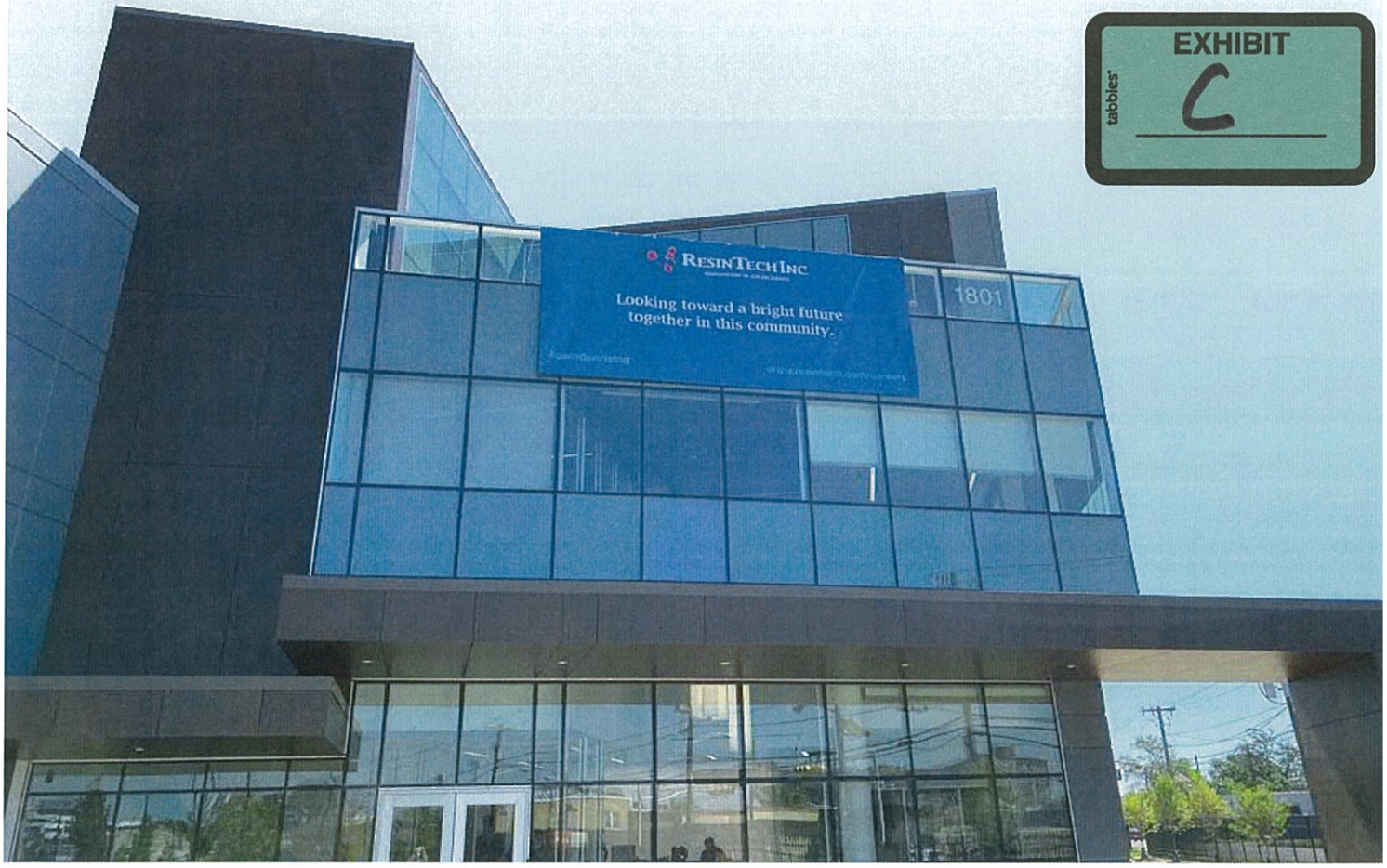


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FOR JEFFREY GOTTLIEB, CEO OF RESINTECH, giving back isn't something special a company does every now and then – it is part of their mission and something integral in what they look to do each and every day in the communities they serve.

ResinTech is a global leader in the manufacture and sales of water treatment products and services. In 2018, it made a strategic decision to build a $140M headquarters, factory and distribution plant in Camden. ResinTech views its responsibility in moving to Camden to continue and expand upon Gottlieb's and ResinTech's long-standing tradition of regional community engagement and philanthropy. The company has contributed time and money to local Camden-based community projects and organizations big and small, such as nonprofits like Cathedral Kitchen, The Boys & Girls Club of Camden County, UrbanPromise, The Kroc Center and its neighbors at Ablett Village, in an effort to play a role in Camden's continued revitalization.

Personally, Gottlieb has been involved in philanthropic giving in the South Jersey Jewish community for decades, chairing the JCC Pro Am, a golf event to raise money for Open Heart Open Doors, a program which serves the special needs community, and by serving in various roles within the Federation of Southern New Jersey, including as the president of the Katz Jewish Community Center.

"As for ResinTech, in the beginning, our focus was solely on creating a thriving, sustainable, growing business," says Gottlieb. "Then, about 20 years ago, a long-time friend and mentor said to me, 'Jeffrey, you are very fortunate. God has blessed your family with health, success and a wonderful business. I think it's time you get involved in philanthropy and give back to help others.'"

This interaction was a wakeup call for Gottlieb. He started by giving various small donations to multiple local organizations.

"I didn't find this approach particularly rewarding," he says. "I didn't feel connected to these organizations where I was giving and supporting." This led him to seek a more active role within these organizations to attempt to make change from within.

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That, he says, is when he really started to feel "directly connected to the impact and the outcome in making a positive difference." He later realized that the more connected he felt, the more time and money he was happy to give to local projects, charities and organizations.

His family saw this change and got involved as well.

"My wife, Laura, became passionately involved with 'Bookmates,' an interfaith literacy program supporting low and middle-income youth," Gottlieb says. "My brother Larry serves on the board of Jewish Federation's Senior Housing as well as having served as president of Jewish Community Properties, the real estate arm of the Federation of Southern New Jersey. The desire to give back has become a part of who we are as a family."

"Now, we have this unique opportunity to be an active part of Camden, which has so much rich history and so much potential," he continues. "Our goal is to help make a lasting, meaningful, positive impact within Camden. It is going to take hard work, heart and dedication along with local investment, local business creation and living wage Camden-based jobs. ResinTech wants to be an integral part of that."

"Our goal is to help make a lasting, meaningful, positive impact within Camden. It is going to take hard work, heart and dedication along with local investment, local business creation and living wage Camden-based jobs. ResinTech wants to be an integral part of that."

RESINTECH INC
INNOVATIONS IN ION EXCHANGE
resintech.com



Jeffrey, Mike and Larry Gottlieb

ResinTech's new headquarters, located in Cramer Hill, roughly a mile from the waterfront, was developed on more than 27 acres of land that was formerly littered with abandoned industrial buildings which had previously been used decades ago as an incinerator, cement factories, and even a junkyard. ResinTech removed and remediated decades worth of contamination that existed on the land.

"We're extremely proud of having constructed more than 363,000 square feet of world class, new manufacturing in Cramer Hill," says Gottlieb. "At last count, we have provided living wage jobs to well over 100 residents from Camden city, and that's just the beginning."

As he looks to the future, Gottlieb has high hopes and aspirations of developing the land adjacent to the ResinTech headquarters for a ResinTech warehouse expansion, including a 2 megawatt solar parking array as well as retail shops along the front of the property where local businesses that have Camden residents as workers can open and thrive.

One of the most exciting projects that has continued to shape and mold Gottlieb's view of the upside potential for Camden is his committee work on helping to create a "Transformation Plan for Cramer Hill," centered on the redevelopment of Ablett Village, a 306-unit public housing site. The ResinTech headquarters investment in Cramer Hill was used in the plan to show HUD that Cramer Hill had outside investment by businesses and could support additional housing investments.

"To play a small part and witness firsthand the residents of Ablett Village receiving a $35 million federal grant from the Secretary of Housing and Urban Development to revitalize and rebuild their neighborhood was truly inspirational," says Gottlieb.

Gottlieb tries to never lose sight of the fact that ResinTech is, at its core, a family business, he says.

"We never want to forget that there is a crucial, personal, human element to business, and that it is our responsibility as leaders of the company to maintain a positive work environment for our employees where they are provided with the time and resources and a culture of being able to help others in our community," says Gottlieb. "As the company grows, our commitment grows with it."

Over the holidays, ResinTech's employees organized their 2nd annual food drive for Cathedral Kitchen. A team of employees went to The Boys and Girls Club and packed food for distribution to over 100 families and, together with ActionPak, the company ensured that each child living in Ablett Village received toys or gift cards for the holiday. They are hopeful and committed that, as Covid-19 restrictions lessen, they can safely begin to re-engage in person with the community and significantly increase their employee in-person participation.

As ResinTech continues to expand its local involvement and charitable endeavors in Camden, they view it as a long-term investment in the community rather than a short term PR picture for the paper.

"The partnership of ResinTech with the community should not stop simply because the ribbon has been cut," says Gottlieb. "The more involved we are in our surrounding community on an ongoing basis, the more successful that partnership is likely to be and the greater the dividend for everyone – for ourselves, for our employees, for our city and for the people of our community. We want to and will be part of the positive change happening in Camden." ■

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

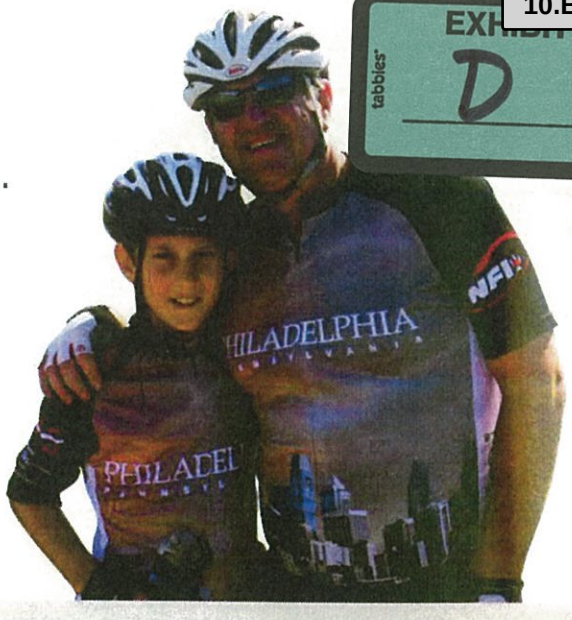
10.B.1.b

EXHIBIT D tabbies

Water Technology® talks with . . .

Jeffrey Gottlieb

See how a leader in the water treatment industry makes time to give back.



It's always great to hear of a company in the POU/POE water treatment industry doing something to give back outside of their everyday business. Jeffrey Gottlieb, executive vice president and CFO of ResinTech Inc., has participated in the Cherry Hill Bike MS: City to Shore Ride fundraiser for multiple sclerosis for several years with his family in New Jersey. This year was special for Gottlieb, however, because he participated with his son, nephew, brother and father, representing three generations of his family.

"My father, who founded ResinTech in 1986, was so excited about this event," says Gottlieb. "He had faced a difficult year after undergoing heart bypass surgery in August of 2012 followed by several months of recovery. This event was a personal goal that he always wanted to do with all of us."

In total, the team the Gottliebs participated with raised $67,594.18, and their group of seven (including Jeffrey's brother's fiancé and her son) raised $3,055. We caught up with Gottlieb after this year's Bike MS event to find out what the event is all about, why he keeps coming back every year and how it felt to participate with three generations of his family.

Water Technology: *Can you provide some background on the Bike MS: City to Shore Ride?*

Jeffrey Gottlieb: The MS 150 (now Bike MS) is organized by the National Multiple Sclerosis Society. The MS Society runs these riding events nationally. The event is a bike ride; not a race, but rather a tour. The rides can be as short as three miles to as long as 150 miles over two days. While some riders prefer the two day ride, we prefer the one day. Our ride is called the City to Shore: MS 150. We rode a total of about 80 miles. In order to participate in the ride, each person is required to raise a minimum of $300 in sponsorships. In our case, the seven of us who rode together as a family group raised money for Team NFI (National Freight Industries). I, personally, have been participating at some level in the event for the past 10 years. Some years I have raised upwards of $5,000 while in other years I've just made the minimum contribution. In 2010, my son David raised $1,500 and was recognized as a VIP by the MS Society.



Jack (left), 12, and Brett Gottlieb, 13, rest at the first Bike MS rest stop, 20 miles into their ride. Both boys participated in the event as a Mitzvah project as part of their Bar Mitzvah year.

WT: *Why do you keep participating year after year in this event?*

JG: It's for an important cause. Sadly, I have family and friends who are affected by this disease and to help raise awareness and money for a cure, we participate. I originally started riding with friends but then it became something I did with my oldest son, Stephen, who's now 19. Then the next year my son David, who is now 16, and my father rode while Jack (then 11) and I completed only the last 20 miles. My father moved to Florida a few years ago and became an avid rider, riding between 60 to 80 miles a week. This led to his hope that he could do the event with his youngest grandchildren, which are my son Jack, who's 12, and my brother Larry's son Brett, who's 13. He really wanted to finish

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10.B.1.b



Larry (far left) and Jeffrey (second from right) Gottlieb stand with their sons Brett (second from left), 13, and Jack (far right), 12, at the Bike MS event.

the ride with them. We thought it would be very special if we did the ride with the kids and my dad as a group of three generations. It was a unique opportunity. My dad is 73 years old and not many men at 73 can actually ride a bike for 80 miles. Never knowing what the future holds, we thought it was a great opportunity for a great cause and a chance to spend quality time together now while everyone was able, willing and healthy.

WT: *How did that feel to have all your family participating with three generations?*

JG: It was great. It was a tremendous accomplishment. For my father to be there with his grandchildren and to watch them complete the full 80 miles on the bike was just wonderful. He was and is so proud. Riding from just outside of Philadelphia to the Jersey Shore has its challenges. As you get closer to the shore, the winds pick up making the last 30 miles much more difficult. At the very end you're riding into a severe headwind and you've got to navigate two mammoth bridges — one is called the Ocean City-Longport Bridge, and the other the Ocean City Bridge. By the time you've done 75 miles on the bike and you get to the bridges facing a 10 to 20 mile per hour headwind, it's not easy. Many riders can't make it and opt to walk their bikes to the top. I think for the kids to be able to make it, and to be there with my dad, and for him to be able to make it, coupled with the excitement of crossing the finish line and ending up on the boardwalk in Ocean City, is a memory we will always cherish.

WT: *Why is MS an important cause for you and*

(Continued on page 18)

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Circle 215

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Good water, Diamond life

Circle 214

Packet Pg. 659

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(Continued from page 17)

your family?

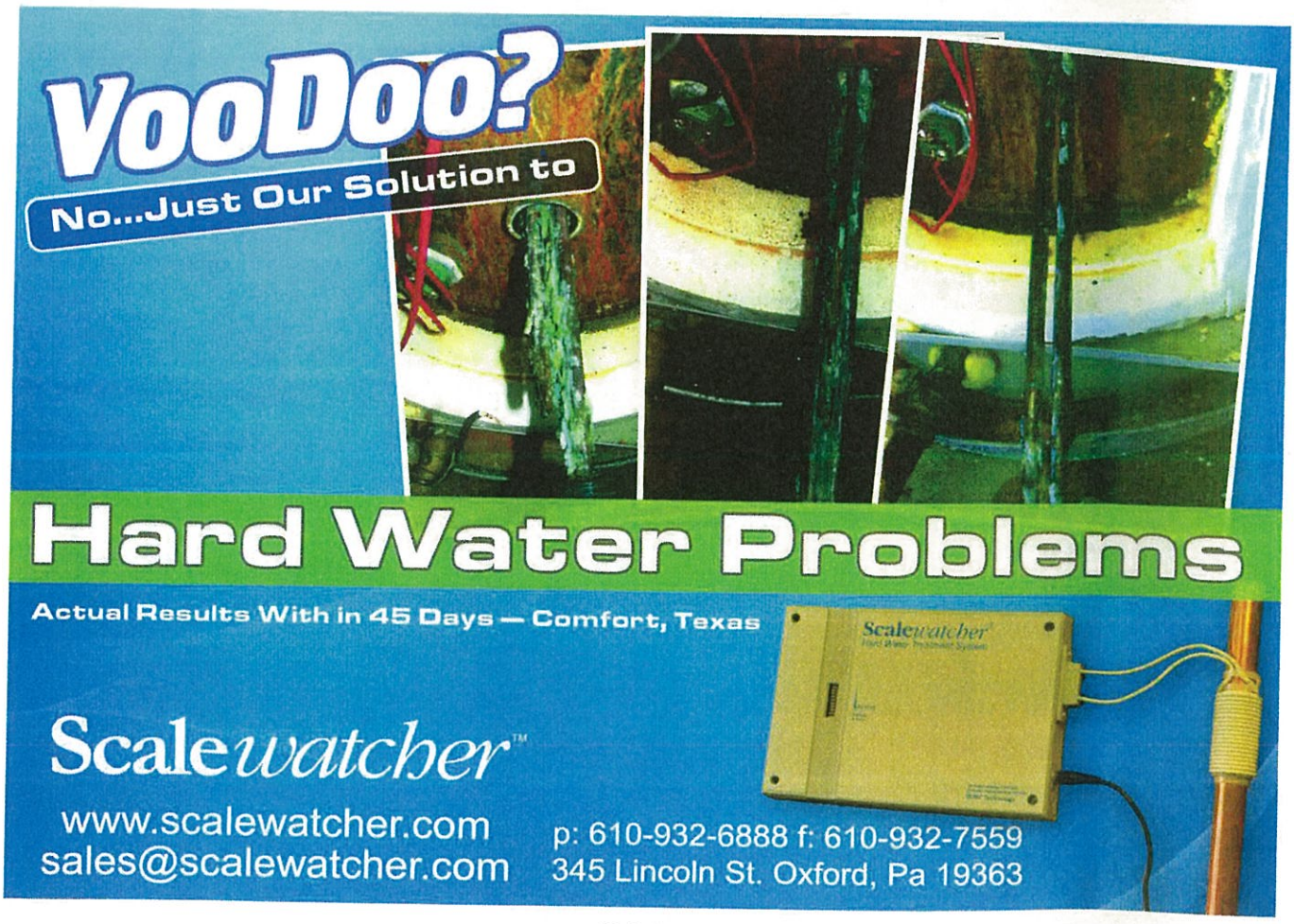
JG: To complete the ride and help raise money for people affected by MS are the primary reasons we participate in the MS Ride. As a family we believe strongly in being charitable, both personally and professionally. We make a concentrated effort to support a variety of charities in Southern New Jersey. Both my brother and I serve on a number of local boards and invest our time, energy and resources and give back to the community as much as possible. We believe our commitment to helping others has played a large part in our success at ResinTech. As for "why this event," we chose it because it is a good cause and we were able to create a special family tradition while raising money. In addition, we are Jewish and both boys, Brett and Jack, are having Bar Mitzvahs this year. As part of becoming a Bar Mitzvah, which in the Jewish faith means becoming an adult, there's a requirement that each child performs special projects known as Mitzvah projects. As part of doing something special for a good cause, the boys decided this would be a perfect event for them to participate.



The Gottlieb family team after finishing 80 miles for the Bike MS: City to Shore Ride. Back row, from left: Jeff Gottlieb, Mike Gottlieb, Kelly Wechsler (Larry's fiancé), Gavin Wechsler (Kelly's son), Larry Gottlieb; front row, from left: Jack Gottlieb, Brett Gottlieb.

***WT**: Did ResinTech sponsor you in the event? How does this tie into your work?*

JG: Yes, ResinTech sponsored all of us to ride. I don't see a direct connection to ResinTech, however, we believe it's important to set an example for our employees in giving back. **WT**



Circle 222

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

CCI Community Wins:

Camden



Through the **Community Collaborative Initiative (CCI)**, the New Jersey Economic Development Authority (NJEDA) and the New Jersey Department of Environmental Protection (NJDEP) are helping communities across New Jersey work on their environmental challenges, including **transforming vacant, contaminated properties into valuable new assets** that create jobs, introduce new recreation opportunities, and drive economic growth.

In Camden, CCI staff facilitated the revitalization of 27 acres of vacant, contaminated brownfield properties into **new world headquarters for ResinTech and ActionPak**. These projects, and planned expansions, will bring **more than 500 new jobs to Camden**, and the companies have committed to hiring from the local community.



These projects, and planned expansions, will bring **more than 500 new jobs** to Camden





BEFORE: Contaminated and Dangerous

Until June 2020, the abandoned lots the 27-acre plot of land that is now home to the ResinTech world headquarters and ActionPak manufacturing facility were **vacant and contaminated**. Contamination from the site's former use as a WHAT IT WAS put the surrounding community at risk, and the vacant site was an eyesore and notorious location for illicit activities.

Residents in the surrounding community had been seeking to have the site remediated and revitalized for years, but the costs of redeveloping a brownfield site and navigating the regulatory hurdles associated with that complex revitalization had made it difficult to find a business willing to step up to the challenge.

EXHIBIT 5 tabbies

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)



> *"ResinTech/ActionPak exemplify social corporate responsibility. From the companies' commitment to employing Camden residents to supporting community centered investments, these two entities rank among the best in the city."*
>
> **- Kris Kolluri** | President and CEO, Camden Community Partnership

AFTER: Clean and Green Job Creation

Thanks to financial support from the NJEDA and the CCI team's hands-on guidance throughout the regulatory process, the **former brownfield sites have been transformed** into two new world headquarters for resin manufacturing company ResinTech and packaging company ActionPak.

This is a huge economic and environmental win for Camden. Current plans for the new facilities will create 400 new jobs in Camden, and planned expansions will add another 200, for a total of **600 good-paying jobs in the city**. Many of these jobs do not require any previous experience, and the Camden CCI liaison is **working with PowerCorps Camden to place local residents in open positions**.

In addition to the economic benefits, **the project also advances important environmental equity measures in Camden**. Beyond simple brownfield remediation, **the new buildings are both LEED certified** and expected to receive DEP Environmental Stewardship Certification. The ResinTech facility also includes **solar power capable of generating 1 megawatt of clean energy**. The planned expansions will revitalize additional brownfield sites and meet the same environmental standards.







The ResinTech facility also includes **solar power capable of generating 1 megawatt of clean energy**



THE CCI IMPACT

This project would not have happened without the CCI. The NJEDA's award of tax incentives made the project economically feasible, and **CCI staff's hands-on work with ResinTech and ActionPak was critical to ensuring the project successfully navigated the regulatory process**. The CCI team worked cooperatively with the facility's site remediation and land development teams and the various NJDEP regulators to ensure that all permitting and environmental approvals for the project were completed efficiently and to connect Camden residents with new job opportunities the project created.

NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION

NJEDA
ECONOMIC DEVELOPMENT AUTHORITY

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

Jones Lang LaSalle Americas, Inc.
8755 West Higgins Road, Suite 750, Chicago, IL 60631
tel +1 773 304 4100 fax +1 773 304 4101

SENT VIA ELECTRONIC MAIL: sam.badger@cbre.com

Buyer Best & Final 7/10/23

Sam Badger
Senior Vice President
CBRE – Oakbrook, IL

RE: **Letter of Intent for Purchase 3075-3085 Commercial Ave, Northbrook, IL**
Dear Sam:

Please accept this letter for ResinTech or its designated assignee ("Purchaser") as a summary of the basic business terms for the purchase of the Property referenced above and it shall serve as the basis upon which a final real estate Purchase and Sale Agreement will be negotiated by both parties. The purchase of the Property shall be upon the following terms and conditions, which shall be incorporated into the Purchase and Sale Agreement:

1) **Property**: +/-39,093. At Closing, Purchaser will receive fee simple ownership, with special warranty deed, released of all liens and judgments, and quiet enjoyment of same.

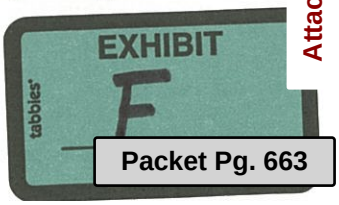
2) **Seller**: **Paulson Thariath- Living Trust**

Avery Baron- Living Trust

3) Purchase Price: The Purchase Price for the Property shall be $2,825,000

4) **Purchase Money Deposit**: Within three (3) businesses days of the execution of a Purchase and Sale Agreement, Purchaser shall deposit Seventy-five Thousand 00/100 Dollars ($75,000.00) (the "Deposit") into a strict joint escrow account with a title company ("Title company"). In the event Purchaser terminates the Purchase and Sale Agreement prior to expiration of the Due Diligence Period (as hereinafter defined) the Deposit shall be fully refundable without further action required by Purchaser. The Deposit shall be applied to the Purchase Price at Closing.

5) **Due Diligence Period**: The Purchaser shall have forty-five (45) days from the date a Purchase and Sale Agreement is executed by Purchaser and Seller to complete any and all inspections Purchaser deems necessary for its evaluation of the Property (the "Due Diligence Period"). Within five (5) days of execution of the Purchase and Sale Agreement, Seller will deliver to Purchaser all reports and records in Seller's possession pertaining to the property to include: certificates of occupancy, ALTA survey, environmental reports, equipment warranties, copy of Seller's title insurance, easements, etc. that Purchaser may deem necessary to their evaluation of the Property. The Purchaser shall have full and immediate access to the Property during the



Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

Due Diligence Period for its investigations and will immediately restore any damage caused by such investigations. If Purchaser, in Purchaser's absolute sole discretion, is not satisfied with its findings, Purchaser may terminate the Purchase and Sale Agreement with written notice to Seller at any time prior to the expiration of the Due Diligence Period, in which case the Deposit shall be returned to Purchaser without further action required. Such notice shall be deemed acceptable if received electronically.

6) **Closing:** The Closing shall occur no later than thirty (30) days after expiration of Due Diligence Period.

7) **Closing Costs:** The Seller will pay its own attorneys' fee, Grantors tax, brokerage fees, pro rata share of real estate tax, and any other expenses customarily paid by the Seller. The Purchaser will pay for its own attorneys' fees, title insurance, survey, recording fees, pro-rata share of real estate taxes, state and local transfer taxes and any other expenses customarily paid by the Purchaser.

8) **Title:** At Closing, Seller shall transfer title to Purchaser by Special Warranty Deed showing good and marketable title, free and clear of any and all encumbrances, liens, restrictions and easements, except for those approved in writing by Purchaser.

9) **Contract**: A Purchase and Sale Agreement to be provided by Seller, will be negotiated by the parties immediately after full execution of this Letter of Intent.

10) **Exclusivity:** During the term of this LOI, the term of the Purchase Agreement (if executed), and for so long thereafter as the parties continue to negotiate the Purchase Agreement, Seller and Seller's Broker shall remove the Property from the market and shall not solicit, entertain, accept, negotiate or otherwise pursue any offer for the sale, purchase, lease or ground lease of all or any portion of the Property. Seller and/or Seller's Broker will immediately notify Purchaser regarding any contact between Seller, Seller's Broker, or their respective representatives and any other person regarding any such offer. Seller and Purchaser agree that this Exclusivity section is a present, binding and enforceable agreement between the parties, effective upon the execution hereof by Seller and Purchaser.

11) **Brokerage Fees**: Each party represent and warrant to the other broker in the Agreement of Sale that neither has dealt with or engaged any broker, agent, realtor or finder in connection with the transaction contemplated other than CBRE and Jones Lang LaSalle Midwest, LLC ("The Brokers"). All brokerage commission with respect to the sale of the Property shall be paid by Seller. Brokerage fee to be further defined per separate agreement.

12) **Authority:** The individuals signing this Letter of Intent warrant that they have lawful authority to execute this agreement.

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

8/21/2023

Class 6B Tax Impact Table
ResinTech
PIN: 04-05-203-043

							Wihtout Class 6B			With Class 6B			
INCENTIVE YEAR	Tax Year		Estimated Market Value	2021 Tax Rate	2021 Equalization Factor	2021 Equalized Tax Rate	Estimated Assessed Value Without Incentive	Assessment Level	**Estimated Tax Without Incentive**	Estimated Value with Incentive	Assessment Level	**Estimated Tax With Incentive**	Building Square Feet
				8.431%	3.0027	25.3158%							
1	2024		$2,477,836			**25.3158%**	**$619,459**	**25%**	**$156,821**	**$247,784**	**10%**	**$62,728**	**39,093**
2	2025		$2,477,836			**25.3158%**	**$619,459**	**25%**	**$156,821**	**$247,784**	**10%**	**$62,728**	**39,093**
3	2026		$2,477,836			**25.3158%**	**$619,459**	**25%**	**$156,821**	**$247,784**	**10%**	**$62,728**	**39,093**
4	2027		$2,477,836			**25.3158%**	**$619,459**	**25%**	**$156,821**	**$247,784**	**10%**	**$62,728**	**39,093**
5	2028		$2,477,836			**25.3158%**	**$619,459**	**25%**	**$156,821**	**$247,784**	**10%**	**$62,728**	**39,093**
6	2029		$2,477,836			**25.3158%**	**$619,459**	**25%**	**$156,821**	**$247,784**	**10%**	**$62,728**	**39,093**
7	2030		$2,477,836			**25.3158%**	**$619,459**	**25%**	**$156,821**	**$247,784**	**10%**	**$62,728**	**39,093**
8	2031		$2,477,836			**25.3158%**	**$619,459**	**25%**	**$156,821**	**$247,784**	**10%**	**$62,728**	**39,093**
9	2032		$2,477,836			**25.3158%**	**$619,459**	**25%**	**$156,821**	**$247,784**	**10%**	**$62,728**	**39,093**
10	2033		$2,477,836			**25.3158%**	**$619,459**	**25%**	**$156,821**	**$247,784**	**10%**	**$62,728**	**39,093**
11	2034		$2,477,836			**25.3158%**	**$619,459**	**25%**	**$156,821**	**$371,675**	**15%**	**$94,092**	**39,093**
12	2035		$2,477,836			**25.3158%**	**$619,459**	**25%**	**$156,821**	**$495,567**	**20%**	**$125,457**	**39,093**
	Totals								**$1,881,849**			**$846,832**	

Packet Pg. 665
EXHIBIT G
Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)
10.B.1.b

TOTAL PAYMENT DUE

$0.00

By 09/01/2023

2021 Second Installment Property Tax Bill - Cook County Electronic Bill

Property Index Number (PIN)	Volume	Code	Tax Year	(Payable In)	Township	Classification
04-05-203-043-0000	131	25076	2021	(2022)	NORTHFIELD	5-93

IF PAYING LATE, PLEASE PAY	09/02/2023 - 10/01/2023	10/02/2023 - 11/01/2023	11/02/2023 - 12/01/2023	LATE INTEREST IS 1.5% PE MONTH, BY STATE LAV
	$0.00	$0.00	$0.00	

TAXING DISTRICT BREAKDOWN

Taxing Districts	2021 Tax	2021 Rate	2021 %	Pension	2020 T
MISCELLANEOUS TAXES					
Northwest Mosq Abatement Dist Wheeling	138.06	0.011	0.13%		134.
Metro Water Reclamation Dist of Chicago	4,794.59	0.382	4.53%	527.15	5,093.
Northbrook Park District	5,748.49	0.458	5.43%	276.12	5,753.
Miscellaneous Taxes Total	**10,681.14**	**0.851**	**10.09%**		**10,981.**
SCHOOL TAXES					
Oakton College Dist Skokie Des Plaines	3,162.93	0.252	2.99%		3,058.
Glenbrook HS District 225 (Glenview)	28,993.48	2.310	27.40%	1,016.65	28,079.
Northbrook School District 27	40,641.08	3.238	38.41%	1,204.92	39,693.
School Taxes Total	**72,797.49**	**5.800**	**68.80%**		**70,831.**
MUNICIPALITY/TOWNSHIP TAXES					
Northbrook Library Fund	4,317.64	0.344	4.08%	326.33	4,190.
Village of Northbrook	10,354.81	0.825	9.79%	4,794.59	10,307.
Road & Bridge Northfield	690.32	0.055	0.65%		660.
General Assistance Northfield	100.41	0.008	0.09%		94.
Town of Northfield	313.78	0.025	0.30%		296.
Municipality/Township Taxes Total	**15,776.96**	**1.257**	**14.91%**		**15,548.**
COOK COUNTY TAXES					
Cook County Forest Preserve District	727.97	0.058	0.69%	25.10	781.
Consolidated Elections	238.47	0.019	0.23%		0.
County of Cook	3,049.99	0.243	2.88%	1,104.51	3,664.
Cook County Public Safety	1,644.22	0.131	1.55%		1,778.
Cook County Health Facilities	903.69	0.072	0.85%		660.
Cook County Taxes Total	**6,564.34**	**0.523**	**6.20%**		**6,885.**
(Do not pay these totals)	**105,819.93**	**8.431**	**100.00%**		**104,246.**

TAX CALCULATOR

2020 Assessed Value	418,000
2021 Assessed Value	418,000
2021 State Equalizer	X 3.0027
2021 Equalized Assessed Value (EAV)	1,255,129
2021 Local Tax Rate	X 8.431%
2021 Total Tax Before Exemptions	105,819.93

2021 Total Tax Before Exemptions	105,819.93
Homeowner's Exemption	.00
Senior Citizen Exemption	.00
Senior Freeze Exemption	.00
2021 Total Tax After Exemptions	105,819.93
First Installment	57,335.78
Second Installment +	48,484.15
Total 2021 Tax (Payable in 2022)	105,819.93

IMPORTANT MESSAGES

PROPERTY LOCATION

405 ACADEMY DR
NORTHBROOK IL 60062 2416

MAILING ADDRESS

PAULSON THARIATH
2825 WALTERS AVE
NORTHBROOK IL 600624368

*** *Please see 2021 Second Installment Payment Coupon next page* ***

EXHIBIT H

Attachment: applicant submittal_class 6b request_20230821 (6856 : Cook County Class 6B Program request - 3075-3085 Commercial Ave)

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2021 Second Installment Property Tax Bill

Cook County Payment Coupon

Pursuant to Cook County Ordinance 07-O-68, if you are a mortgage lender, loan servicer, or agent of any entity within the meaning of 35 ILCS 200/20-12, you may not pay using a downloadable tax bill unless you pay the $5 duplicate bill fee.

CUT & INCLUDE WITH PAYMENT

TOTAL PAYMENT DUE	IMPORTANT PAYMENT MESSAGES	
$0.00 By 09/01/2023 If paying later, refer to amounts above.	Cook County eBill Click to pay online Click to update Mailing Name/Address	Property Index Number (PIN) 04-05-203-043-0000
Internal use only	SN 0020210200 RTN 500001075 AN (see PIN) TC 008911	T3LG Volume 131 Amount Paid $

00202102001040520304300002008911200000000000000000000000000000000000000000000000000000

This is an Official Downloadable Tax Bill Payment Coupon.
Please process this coupon along with payment presented.

COOK COUNTY TREASURER
PO BOX 805438
CHICAGO IL 60680-4116

040520304300000/0/21/F/00000000

MEMORANDUM
VILLAGE OF NORTHBROOK
VILLAGE MANAGER'S OFFICE

TO: BOARD OF TRUSTEES

FROM: CARA PAVLICEK, VILLAGE MANAGER

DATE: September 12, 2023

SUBJECT: DISCUSSION RELATED TO 2002 WALTERS AVENUE - THE CIVIC BUILDING

On August 22, 2023, the Village Board held a discussion as part of the Regular Meeting of the Village Board about 2002 Walters Avenue, also known as the Civic Building, which is owned by the Village of Northbrook. The Village entered into conversations in 2022 with the Civic Foundation and Chamber to determine the interest of these organizations in purchasing the property.

At the August 22nd meeting, there was concurrence that staff prepare a Request for Proposals (RFP) and present a draft of the document with the Village Board of Trustees to ensure an open process of seeking a purchaser for the property. It was emphasized at the Village Board meeting that the Village is undertaking consideration of the potential sale of 2002 Walters with input and ongoing discussion with both the Civic Foundation and Chamber of Commerce who are valuable community partners supported by the Village. It is recognized that Civic and the Chamber have interest in long term ownership of the property, and that an open process to determine whether other entities have interest in use of the property it fiscally responsible.

Subject to review of the draft RFP, which is attached to this agenda item, it is anticipated issuance of the RFP will occur on or before September 15, 2023 with responses due in October.

Following receipt and review of proposals by Village staff, some or all of the proposers may be requested to present their concepts to staff for the purpose of establishing a more complete picture of the options. In the event there is more than one viable purchaser, is identified, Village staff will make a recommendation to the Village Board as to next steps and provide an analysis criteria which may include the following:

- The type of use proposed and zoning requirements;
- The Proposer's overall experience with the type of use proposed;
- The Proposer's financial ability to operate and maintain the building;

- In the event adaptive re-use or redevelopment is propose, the Proposer's financial ability to complete the project;
- The Proposer's quality of design standard that will result in a project that enhances the quality of the site;
- The project's overall economic impact and compatibility with neighboring and adjacent property;
- The offered purchase price and terms;
- Acknowledgement that any sale of the property would be in its current condition or "as is".
- Benefits to the village, including both quantitative and qualitative factors;
- The Proposer's ability to demonstrate specific tenants (if applicable);
- Project schedule

It is anticipated that the Village Board discussion of proposals will be scheduled prior to the end of the calendar year.

The Civic Building is located on a parcel that is approximately 14,495 square feet and located on the NE corner of the Walters Avenue and 1st Street intersection. The existing single story office building houses the Northbrook Civic Foundation and Northbrook Chamber of Commerce and Industry.

The Northbrook Historical Society's book entitled the *Fabric of our History* notes that the Village purchased the property at Walters and First in 1908. The building which exists today was constructed nearly two decades later as the home for the second Northbrook Village Hall and Fire Station opening in 1928. The first Village Board meeting was held in the building on February 3, 1928. The Civic Association donated $7,000 from fund raising during Northbrook Days to help build the new structure (Civic notes that this amount would translate to $124,000 in 2023 dollars). In recognition, the Village Hall was named the Civic Building, which remains the common name for the property today.

In 1950, wall space in the building was approved by the Village Board to be used for shelving library books in the Village Hall. The property remained the home of the public library until 1954. In 1983, the Village leased the Civic Building to the Civic Foundation as a Community Center, including recreation and social facilities. The lease included authority to sub-lease and the Civic current has such an arrangement with the Northbrook Chamber of Commerce. The property currently operates under the 1983 lease which has remained unchanged.

The property façade has been substantially altered since the building was constructed in the 1920s. From 1999 through 2019, the Village expended over $66,500 on property repairs and improvements. In 2020, the Village identified

approximately $300,000 in in needed capital improvements, including tuck-pointing, roof replacement, HVAC, window and door replacement. On an annual basis the Village expended $10,000 per year expenditures by the Village (above in-kind services) for operating and maintenance costs.

The property is not conductive to a Village government use and with significant facility needs at Fire Station 11, the Fleet Maintenance Garage and Police Station, it is challenging for the Village to allocate tax dollars to a property which does not directly support core services delivered by the Village. As a result, the Village is considering that it may fiscally responsible for the Village to sell the property.

northbrook

The Village Northbrook
The Civic Building

Village Owned Parcel
2002 Walters Avenue, Northbrook Illinois

Proposal Due Date

Wednesday, October 18, 2023
3 p.m.
Insert a building picture

About the Site

2002 Walters Avenue is located at the gateway to the central downtown business district in the Village of Northbrook ("Village") and offers great proximity to the Metra Milwaukee North Line stop in Northbrook, area shopping and dining. The Village owned parcel totals approximately 14,495 square feet and is located on the NE corner of the Walters Avenue and 1st Street intersection. The Village considers this to be a unique opportunity to renovate and repurpose the existing single story office building or redevelopment of the property with a use that compliments its residential neighbors through either continued use by a community based organization or a new use that will rejuvenate a property that has been used for various local government and civic activities since at least the 1920s.

Location	2002 Walters Avenue, Northbrook
Land Area	Approximately 14,495 SF
Zoning	IB (Institutional Buildings District)
Traffic Count	TBD
Demographics	Pop. Density: 2,660/sq. mi. Median HH Income: $128,333

As noted above, the property is zoned IB - INSTITUTIONAL BUILDINGS DISTRICT under Article 8-401 of the Village's zoning code. The Institutional Buildings District is established to accommodate existing and future public buildings and buildings having purposes and impacts similar to public buildings. Properties contiguous and adjacent are zoned R5 Single Family Residential and R8 Multi-Family Residential.

Attachment: Draft RFP 2002 Walters 09-12-2023 (6855 : Discussion Related to 2002 Walters Avenue - The Civic Building)



About Northbrook

Located just 25 miles north of downtown Chicago, Northbrook is one of the most vibrant communities on Chicago's North Shore and an ideal place to live, work, shop and play. The Village is graced with a vivacious and diverse business community, top-rated schools, outstanding recreational facilities and civic-minded residents who work tirelessly to bring together world class amenities while maintaining the area's small-town charm.

About The Civic Building

The existing single story office building houses the Northbrook Civic Foundation and Northbrook Chamber of Commerce and Industry.

The Northbrook Historical Society's book entitled the *Fabric of our History* notes that the Village purchased the property at Walters and First in 1908. The building which exists today was constructed nearly two decades later as the home for the second Northbrook Village Hall and Fire Station opening in 1928. The first Village Board meeting was held in the building on February 3, 1928. The Civic Association donated $7,000 from fund raising during Northbrook Days to help build the new structure. In recognition, the Village Hall was named the Civic Building, which remains the common name for the property today.
In 1950, wall space in the building was approved by the Village Board to be used for shelving library books in the Village Hall. The property remained the home of the public library until 1954. In 1983, the Village leased the Civic Building to the Civic Foundation as a Community Center, including recreation and social facilities. The lease included authority to sub-lease and the Civic current has such an arrangement with the Northbrook Chamber of

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Commerce. The property currently operates under the 1983 lease which has remained unchanged.

The property façade has been substantially altered since the building was constructed in the 1920s. From 1999 through 2019, the Village expended over $66,500 on property repairs and improvements. In 2020, the Village identified approximately $300,000 in in needed capital improvements, including tuck-pointing, roof replacement, HVAC, window and door replacement. On an annual basis the Village expended $10,000 per year expenditures by the Village (above in-kind services) for operating and maintenance costs.

Proposal Requirements

Proposal Components

Purchaser: Individual or corporate name, address, email and phone.

Project Team: Description of the roles and experience of all development team members.

Concept plan: Concept plans must include the following:

- A narrative specifying the intended uses/tenants and overall vision for the site
- Required zoning for such intended uses/tenants
- Description(visual or narrative) of anticipated improvements/modifications to the property, including any adjacent property for which ownership control may be evidenced. Both site plans and building elevation schematics are desirable
- Project schedule expectations

Financial: Submit highest and best offers for purchase in Letter of Intent (LOI) format outlining expected terms and key dates.

Proposal Deadline

Wednesday, October 18, 2023 at 3 p.m. CST

Proposal Requirements

Response package must be submitted electronically.

Submit Proposals To

Village of Northbrook
Village Manager's Office
Attn: Cara Pavlicek, Village Manager
1225 Cedar Lane
Northbrook, Illinois 600625
cara.pavlicek@northbrook.il.us

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Review Process

The Village staff will review proposals that are complete and received by the due date. Some or all of the proposers may be requested to present their concepts to staff. Upon completion of the review process, Village staff will make a recommendation to the Village Board as to the proposer that best meets the evaluation criteria with the goal of gaining approval from the Village Board of Trustees to proceed with preferred development designation for the Village property.

Evaluation Criteria

The following list of criteria (order of list is without regard to importance or priority and is not inclusive) is representative of what the Village of Northbrook will use to evaluate proposals:

- The Proposer's overall experience with the type of use proposed
- The Proposer's financial ability to complete the project
- The Proposer's quality of design standard that will result in a project that enhances the quality of the site
- The project's overall economic impact and compatibility with neighboring properties and proposed zoning
- The offered purchase price and terms;
- Acknowledgement that any sale of the property would be in its current condition or "as is"
- Benefits to the village, including both quantitative and qualitative factors
- The Proposer's ability to demonstrate specific tenants (if applicable) and the project's impact on revitalizing, reusing or redeveloping the site
- Project schedule

Property to be sold AS IS

The Village is selling the property in its current condition and will not entertain proposals that require public subsidies or financial participation in the form of economic incentives.

Questions or Clarifications

Questions or clarifications related to the RFP may be directed in writing, via email to:

Cara Pavlicek, Village Manager
cara.pavlicek@northbrook.il.us
All inquiries must be received on or before 3 p.m. CST on October 12, 2023.

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Inspections

Interior property tours will be scheduled upon request at the discretion of the Village. Please direct requests to tour the property in writing, via email to:

Kelly Hamill, Public Works Director
kelly.hamill@northbrook.il.us
All requests must be received on or before 3 p.m. CST on September 27, 2023.

Reservation of Rights

To protect the Village's interests, the Village reserves the right to waive proposal irregularities and informalities, including the right to accept or reject any and all proposals determined to be in the best interest of the Village as well as remove the property from the market at any time.

Development Goals

The additional information provided below is intended to assist prospective respondents to the RFP in framing their response and developing their concept and plans. It is not intended to be prescriptive, directive or hinder creativity.

Vision: The Village is seeking a progressive, distinctive, forward looking use of the property.

Parking and Loading: The Village expects that any proposed property use accommodate parking and loading necessary to serve the proposed use.

Reuse: The Village expects the existing building, if it is retained as part of the redevelopment, to be restored with a high quality of materials which are compatible with the architectural design of the existing structure. Incorporating sustainable features and/or practices is highly desirable. Designs which enable the building (including the parking) to co-exist but not clash with the existing adjacent buildings will receive greater consideration—especially if the overall final design integrates the various uses in both a functional and visually outstanding manner.

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