

**THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA**
Monday, April 3, 2017 at 6:30 pm
City Hall Council Chambers

Honorable Mayor, Donald Schoenheider

Catherine Waldeck, Alderman First Ward	Stanford Tack, Alderman Third Ward
Prudence R. Beidler, Alderman First Ward	Jack Reisenberg, Alderman Third Ward
George Pandaleon, Alderman Second Ward	Michelle Moreno, Alderman Fourth Ward
Timothy Newman, Alderman Second Ward	Raymond Buschmann, Alderman Fourth Ward

MOTION TO APPOINT ALDERMAN PANDLEON AS ACTING MAYOR

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

A. Arbor Day Proclamation

A copy of the Proclamation can be found on **page 17**

2. COMMENTS BY CITY MANAGER

3. COMMENTS BY COUNCIL MEMBERS

4. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS
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5. ITEMS FOR OMNIBUS VOTE CONSIDERATION
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1. Approval of the March 20, 2017 City Council Meeting Minutes

A copy of the minutes can be found on **page 18**.

COUNCIL ACTION: Approval of the Minutes

2. Consideration of Approval Only of Executive Session Minutes

STAFF CONTACT: Margaret Boyer, City Clerk (847-810-3674)

PURPOSE AND ACTION REQUESTED: Staff requests approval only of reviewed Executive

Session minutes reviewed at the March 6, 2017 City Council meeting. These include the minutes of 12/7/2015, 1/19/2016, 2/1/2016, 3/7/2016, 4/4/2016, 6/16/2016, 9/6/2016, 11/7/2016, and 1/11/2017 meetings, as mandated by Section 2.06 of the Open Meeting Act. These executive session minutes will remain confidential until the need for confidentiality no longer exists and are approved for release by the City Council.

COUNCIL ACTION: Approval only of Executive Session minutes of the City Council to include the dates listed above.

3. Check Register for period February 25- March 24, 2017

Fund	Invoice	Payroll	Total
General	391,844	1,097,697	1,489,541
Water & Sewer	67,088	115,958	183,046
Parks & Recreation	165,986	284,866	450,852
Capital Improvements	101,025	0	101,025
Motor Fuel Tax	0	0	0
Cemetery	7,259	18,403	25,661
Senior Resources	14,713	18,470	33,183
Deerpath Golf Course	53,027	1,910	54,938
Fleet	70,882	33,282	104,164
Debt Funds	250	0	250
Housing Trust	0	0	0
Park & Public Land	0	0	0
All other Funds	341,097	138,369	479,466
	\$1,213,171	\$1,708,956	\$2,922,127

4. Approval of Contract for Annual Mowing Services in Parks FY18 Budget

STAFF CONTACT: Chuck Myers, Superintendent of Parks & Forestry (810-3565)

PURPOSE AND ACTION REQUESTED: City staff and the Parks & Recreation Board are seeking approval to enter into a one year contract with Landscape Concepts Management, Inc. to provide mowing services for multiple City-owned properties.

BACKGROUND/DISCUSSION: Annually, the Parks and Recreation Department researches opportunities to improve operational efficiencies and deliver services in the most cost effective manner. In 2011, the Parks section began outsourcing the mowing of many of the passive parks and miscellaneous parcels. We chose not to bid out all other park properties, such as the neighborhood parks, lakefront and community parks, due to the significant need to coordinate with ever-changing public use and athletic field schedules. The outsourcing of mowing has proven to be a beneficial fiscal approach by reducing labor expenses and long-term capital equipment replacement costs. For FY18, staff conducted an expansive bid request that included the mowing of the eleven City areas along with the mowing of twenty City right-of-ways and 136 cul-de-sacs. Similar to the selection rationale for outsourcing areas in 2011, the right-of-ways and cul-de-sacs are also desirable to outsource since they involve routine scheduling requirements. In addition, the Parks Section included 3-year bids with this year's bid process. Staff has the ability to extend the contract after the first season or rebid the contract for FY19.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Parks & Recreation Board	03/21/17	Recommended Approval

BUDGET/FISCAL IMPACT: Funding for the annual mowing contract is budgeted in the Parks Fund 220 operating budget. Staff received five (5) bids for the annual mowing service as detailed below.

FY18 Mowing Services Bid Data Overview:

	City Properties	City Cul-de-Sacs	City Right-of-Ways	TOTALS
KGI Landscaping Co.*	\$28,000.00	\$15,000.00	\$16,400.00	\$59,400.00
Landscape Concepts	\$30,833.00	\$36,267.00	\$28,900.00	\$96,000.00
Lizzette Medina & Co.	\$75,316.68	\$20,477.98	\$33,341.75	\$129,138.41
Langton Group	\$39,097.44	\$76,160.00	\$39,007.92	\$154,265.36
Fleck's Landscaping	\$102,117.00	\$30,478.00	\$100,671.00	\$233,266.00

After careful review of the bids by City staff, it was determined that due to inconsistent and unsatisfactory reference checks, the low bid was rejected. The bid should also be rejected based upon unknown performance of the low bidder with projects of this type*. City staff is recommending the selection of Landscape Concepts for a one year contract. Landscape Concepts has had a very successful record while having the landscape contract the past three years and City staff is very pleased with its work. It has excellent references for similar work with surrounding communities as well. Further, Landscape Concepts is very familiar with the City and has a complete understanding of the high standards level that must be maintained.

Below is an estimated summary of Project budget:

FY18 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Parks Operating Fund 220	\$100,000	\$96,000.00	Y

COUNCIL ACTION: Approval of Council to award a one year contract to Landscape Concepts Management in the amount of \$96,000 for FY18 for the mowing and grounds maintenance of City properties, cul-de-sacs, and right-of-ways.

5. Approval of South Park Playground FY18 CIP Project

STAFF CONTACT: *Chuck Myers, Superintendent of Parks & Forestry (810-3565)*

PURPOSE AND ACTION REQUESTED: City staff and the Parks & Recreation Board are seeking approval to award a contract to Landscape Structures to purchase replacement playground equipment and installation materials for the South Park Playground Capital Project.

BACKGROUND/DISCUSSION: South Park is one of six neighborhood parks in the City of Lake Forest and is located in the southeast portion of the City. The park has a playground designed for children 2-12 years of age, which is heavily used on a daily basis. The current playground was built in 1990 and has reached the end of its useful life. Some improvements have been made over the past ten years; however, replacement is needed to provide a safe and modern play structure for children.

In order to provide a consistent appearance of playgrounds in the parks, and because residents have communicated strong support for the recent playground designs and surfacing material at Townline, Everett and West Parks, City staff again worked with NuToys Leisure Products, the representative for Landscape Structures, to design a playground that would be well suited in scale for the South Park property. The proposed playground is designed with play elements that appropriately stimulate and encourage motor and cognitive play for young children, are in full compliance with current ADA standards, and has poured-in-place surfacing which reduces the weekly and annual maintenance needs.

City staff also worked to keep the cost of the project down, while at the same time ensuring that the highest quality standards were achieved. NuToys Leisure (Landscape Structures) is an approved vendor through HGACBuy, a national procurement service which competitively bids playground equipment to offer time and cost savings (8% discount on equipment) for governmental entities and is compliant with the City of Lake Forest purchasing policies and State of Illinois procurement statutes. In addition, costs for construction will be greatly reduced by having the playground installed by our trained City staff.

Upon approval by the City Council, the tentative schedule for this project will be the purchase of all equipment in May 2016, with pre-construction beginning in July, and installation starting later that month. The tentative completion date for this project is August 25, 2017.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Parks & Recreation Board	03/21/17	Recommended Approval
Public Meeting	03/15/17	Received feedback on design options
Parks & Recreation Staff	12/2016-03/2017	Staff worked with NuToys Leisure in design development

BUDGET/FISCAL IMPACT: The total cost for this project; including equipment, site work and Poured-in-Place rubber surfacing is \$230,000. Funding for the South Park Playground Project is budgeted in the FY' 18 CIP (Parks & Public Land Fund and the Special Recreation Fund).

Our estimated break down of costs is as follows:

Expense	Amount
Playground Equipment	\$102,528
Poured-in-Place Rubber Surfacing	\$80,384
Site Work	\$36,122
• Stone Installation (5282 Square Feet)	
• Woodchip Removal, Drainage and Misc. Site Work	
Contingency (5%)	\$10,966
Total Expense:	\$230,000

Below is an estimated summary of Project budget:

FY '18 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Parks & Public Land Fund	\$200,000	\$195,000	Y
Special Recreation Fund	\$35,000	\$35,000	Y

COUNCIL ACTION: Approval of Council to award contract to Landscape Structures for the purchase of playground equipment and surfacing, and the purchase of materials to complete installation of South Park Playground, not to exceed \$230,000.

6. Consideration of an Ordinance Approving a Recommendation from the Building Review Board. (First Reading and if Desired by the City Council, Final Approval)

*STAFF CONTACT: Catherine Czerniak,
Director of Community Development (810-3504)*

The following recommendation from the Building Review Board is presented to the City Council for consideration as part of the Omnibus Agenda.

270 E. Westleigh Road - The Building Review Board recommended approval of the demolition of the existing single family residence. No replacement residence is proposed at this time. The owners intend to market the 10 acre parcel for development. Letters were received from two neighboring property owners expressing concern about the loss of the house. Based on the consultant's report, the Board determined that the house, although designed by Stanley Anderson, was significantly modified over the years and no longer retains its original significance. (Board vote: 4-0, approved)

The Ordinance approving the petition as recommended by the Building Review Board, with key exhibits attached, is included in the Council packet beginning on **page 25**. The Ordinance, complete with all exhibits, is available for review in the Community Development Department.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinance approving the petition in accordance with the Building Review Board's recommendation.

7. Consideration of a Recommendation from the Plan Commission in Support of Tentative Plat Approval for a 4-Lot Subdivision, the Saunders Estates – Lake Forest Subdivision. (Approval by Motion)

*STAFF CONTACT: Catherine Czerniak,
Director of Community Development (810-3504)*

PURPOSE AND ACTION REQUESTED: Consideration of a recommendation from the Plan Commission in support of approval of the tentative plat of subdivision for the proposed Saunders Estates – Lake Forest Subdivision.

BACKGROUND/DISCUSSION: The parcel proposed for subdivision totals 5.47 acres and is located on the west side of Saunders Road, west of Conway Farms Drive, south of Route 60 and east of the Illinois Tollway.

The property proposed for subdivision was previously developed with a single family home and accessory buildings. The structures were removed from the property, while it was under a previous ownership, due to numerous Code violations. The property as it stands today is a vacant, developable property. The proposed lots comply with the requirements of the R-3 District with the exception of the lot to depth ratio. The Commission determined that the deeper lots are appropriate given the adjacency to the Tollway.

The Plan Commission held a public hearing on March 8, 2017, to consider this petition. Two neighboring property owners spoke in support of the petition. The Plan Commission voted 7 to 0 to recommend tentative plat approval to the City Council. The Plan Commission's report is included in the Council packet beginning on **page 37** along with the recommended tentative plat of subdivision.

COUNCIL ACTION: Approve a motion granting tentative plat approval for the Saunders Estates – Lake Forest Subdivision.

8. Consideration of a Request for an Extension of Approvals Previously Granted for the Westleigh Farm Planned Preservation Subdivision and the Associated Special Use Permit. (Approve by Motion)

*STAFF CONTACT: Catherine Czerniak,
Director of Community Development (810-3504)*

PURPOSE AND ACTION REQUESTED: The Council is asked to consider a request for a six month extension of the approvals previously granted for the Westleigh Farm Planned Preservation Subdivision and the associated Special Use Permit.

BACKGROUND/DISCUSSION: On April 18, 2016, the City Council granted approval of the final plat for the 34-lot, Westleigh Farm Planned Preservation Subdivision and the associated Special Use Permit. The Code requires that a final plat be recorded within 12 months of Council approval. Due to extended negotiations between the property owners and the developer, the land sale was delayed and as a result, the final plat of subdivision has not yet been finalized and recorded. Both parties, owners and the developers, report that negotiations are completed and the sale of the property is imminent. The parties jointly request a six month the extension of the approvals.

The subdivision is proposed on a 47 acre parcel which has been in the ownership of the Reilly Family for many decades. The property is located south of Route 60 and west of Ridge Road and was in agriculture use until just a few years ago. A single family house and several outbuildings are located on the property; some of these structures are planned for restoration and adaptive reuse as part of the development. Thirty-three new lots are proposed along with one additional lot which will be configured to support the existing residence which is planned for restoration and renovation. The new building lots range in size from about a third of an acre to just over an acre. Larger lots are proposed at the south end of the development, smaller lots on the northern half. The smaller lots ring a central open area which will be landscaped with low maintenance plantings and used for passive recreation. Ultimately, trail connections to the Lake Forest Open Lands' property to the south are planned.

The requested extension will allow the subdivision to proceed as recommended by the Plan Commission and as approved by the City Council. No changes to the plan are proposed as part of this request. With approval of the extension, staff will work with the developer to finalize the various plans and documents, consistent with the conditions of approval, in preparation for recording of the subdivision plat. Site work is anticipated to get underway later this year. A letter requesting the extension, signed by the property owners and the developer, is included in the Council packet beginning on **page 46**. A vicinity map, the final plat of subdivision and a site plan are also included as background information.

COUNCIL ACTION: Approve a motion extending the approval of the Westleigh Farm Planned Preservation Subdivision for six months, until October 18, 2017.

9. Consideration of an Ordinance Amending Section 150.384, titled "Sewage and Sewage Disposal" of the City Code (Final Approval)

STAFF CONTACT: *Victor Filippini, City Attorney*

PURPOSE AND ACTION REQUESTED: On March 6, 2017, the City Council granted first reading of an ordinance amending Section 150.384 relating to the use of on site septic systems for sewage disposal. The Council requested further revisions to the Code language prior to final consideration by the Council.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	3/15/17	Reviewed and Approved
City Council Workshop	2/13/17	Discussed, no formal action taken
Public Works Committee	1/4/17	Reviewed
Public Works Committee	12/5/16	Reviewed

BACKGROUND/DISCUSSION: Over the past several months, the Public Works Committee discussed the City Code as it relates to properties served by private, on site septic systems. Most properties in the City are connected to the public sanitary sewer system however; there are approximately 85 properties in the community that are served by on-site septic systems.

Currently, the City Code requires properties to be connected to the public sanitary sewer if the sewer is accessible which, as defined by the Code, means that the public sewer is located within 500 feet of residential properties or, 1,000 feet of non-residential properties. The City Code specifies that if a public sewer becomes accessible, a property must be connected to the public sewer within six months. The City's long held goal of connecting all properties within the city limits to public sewer is intended to support orderly development, a sustainable environment and the overall health and welfare of residents in the community.

The proposed amendments are intended to achieve the following:

- Update and clarify the language of the Section.
- Align the City Code with the requirements of the Lake County Code recognizing that the County is responsible for issuing permits for septic systems.
- Establish a certification program requiring owners of properties with septic systems to submit documentation to the City, on a regular basis, of regular maintenance, proper operation, and confirmation that no health or environmental hazard exists.
- Specify conditions under which interim use of an existing septic system may continue.
- Establish conditions under which connection to the public sewer system is "triggered" and may be required by the City.
- Raise awareness and set realistic expectations for owners and potential buyers of properties currently served by on site septic systems relating to requirements for connection to the public sanitary sewer.

As noted above, the Council previously granted first reading of an ordinance approving the proposed amendments subject to final revisions. The Ordinance, with a blackline version of the Code Section reflecting amendments made since first reading, is included in the Council packet beginning on **page 54**. A clean copy of the Code Section incorporating all of the proposed amendments is also included in the packet.

COUNCIL ACTION: Grant final approval of an Ordinance amending Section 150.384, titled "Sewage and Sewage Disposal" of the City Code.

10. Award of Bid for the Interior Improvements for the East Train Station Improvement Project

STAFF CONTACT: *Mike Strong, Assistant to the City Manager (810-3680)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee is recommending City Council award a bid for the interior improvements to the East Side Train Station, to MAG Construction, Inc. A portion of the contract will be funded through remaining Illinois Transportation Enhancement Program ("ITEP") grant funds.

BACKGROUND/DISCUSSION: Since 2012, the City has been undergoing extensive restoration and renovation efforts to stabilize and restore the Metra/Union Pacific North Line commuter station in downtown Lake Forest. To assist in funding this work, the City applied for, and was granted, ITEP grants totaling over \$2.07 million. The ITEP program offers an 80/20 grant, meaning the City is reimbursed 80% for every dollar that is spent on projects funded by the program. Due to costs associated with this project, the City has pursued the project in a phased approach. With the second phase (exterior restoration) being completed in fall 2016, the City is prepared to undergo the final phase of the project.

Earlier this year, on January 17, 2017, the City Council considered and approved a contract with GeWalt Hamilton & Associates for the phase III construction engineering services for the final phase of the project. The final phase of the project will include a relocation and expansion of the public restrooms. Specifically, the scope of work will include the relocation and expansion of the restrooms to the south tenant space, reconstructing the floor and structural members, installing new mechanical and plumbing infrastructure, and laying historically-accurate tile flooring.

Because this work will take place in a non-public area, no closures of the existing facilities or platform are anticipated. Additionally, City Staff and the Contractor will work with Metra and Union Pacific officials to ensure that all staging of materials and dumpsters are done so in a manner that minimizes impact to patrons and commuters.

The anticipated starting date of construction will be in mid-to-late May, and substantial completion of the project is planned for the end of August.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	April 3, 2017	Reviewed and Approved
Public Works Committee	January 4, 2017	Reviewed, Phase III Engineering Contract Approved
Finance Committee	November 14, 2016	Reviewed with Capital Plan

BUDGET/FISCAL IMPACT: Bid packages were prepared and competitive bids solicited for this project. Sealed bids were received from two contractors and opened on March 23, 2017. The lowest bid received was from MAG Construction, Inc. in the amount of \$364,344.05. The bids are summarized in the table below.

Company Name	Dollar Amount Bid
MAG Construction, Inc.	\$364,344.05
Boller Construction	\$435,056.94

Similar to the exterior stage of this project, the City received very few qualified competitive bids. In speaking with prospective bidders (those that downloaded contract documents but

did not submit), some stated they did not have enough time to review and complete the bid items, there was confusion over the unit-based costing methodology, or felt the level of insurance requirements necessary for the scope was unreasonable or unattainable for their subcontractors. Similar concerns and issues were raised during the exterior restoration stage of the project, a previous contract that only received two qualified bids.

The lowest qualified bidder in this case, MAG Construction, Inc., has been commissioned for work by the City in the past. They have demonstrated an ability to manage this type of work in an acceptable manner, and recently were awarded a contract to complete the exterior restoration stage of this project. Their familiarity with the ITEP program and Illinois Department of Transportation ("IDOT") requirements also help achieve greater efficiency in this project. To this end, the Public Works Committee is recommending that MAG Construction, Inc. be awarded this project.

In addition to the contract amount, staff is requesting a \$30,000, or approximately an 8.2%, contingency for any unforeseen for construction or engineering services related to the project.

Below is an estimated summary of Project budget:

FY2017 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
FY2017 – Capital Fund	\$363,418.51	\$363,418.51	Y
FY2018 – Capital Fund	\$80,000.00	\$30,925.54	Y

GRANT FUNDING ASSESSMENT:

Estimated Project Cost	(ITEP) Remaining Balance (80%)	CIP Funding		Metra Funding
		Local Share (20%)	Additional Budgeted Funds	
\$394,344.05	\$213,435.61	\$53,358.90	\$97,549.54	\$30,000.00

As shown in the table above, the current remaining ITEP balance available for this project will only cover \$213,435.61 toward the balance. Additional budgeted CIP funding and contributions from Metra have been allocated to cover the remaining balance.

It should be noted that total City contributions will account for \$556,030 of the \$2,990,041 project once the project is complete. A summary of total cost and funding allocation by source for the project has been attached on **page 69**.

While The City is positioned to close out the ITEP grant portion of this project, there are still areas of the train station The City and Lake Forest Preservation Foundation will seek to restore as funds become available in the future. This includes the expansion of the lobby area, restoration of the original wainscoting and plaster repair, installation of historically-accurate flooring, and other mechanical, electrical and plumbing upgrades within the main depot building. A list of the unfunded improvements has been attached on **page 70**.

COUNCIL ACTION: If determined to be appropriate by the City Council:

1. Award a contract with MAG Construction, Inc. to complete the interior improvements for the east train station improvement project in an amount of \$364,344.05.
2. For any unforeseen circumstances for engineering or construction services, a \$30,000 "non-contractor specific" contingency to be approved for use with either MAG Construction, Inc. or Gewalt Hamilton & Associates related to this project.

11. Request for City Council Approval of an Agreement for Professional Design Services for the Old Elm - Timber to Green Bay Storm Sewer Project

STAFF CONTACT: *Robert W. Ells, Superintendent of Engineering (847-810-3555)*

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council approval to enter into an agreement with Baxter & Woodman to perform Professional Design Services for the Old Elm – Timber to Green Bay Storm Sewer Project.

BACKGROUND/DISCUSSION: In 2014, Baxter & Woodman performed a comprehensive storm water drainage study for The City of Lake Forest. Computer models of the drainage system were used to identify problem areas and deficient sewers. The report identified thirteen locations to address needed storm sewer improvements.

The highest priority project was identified and is being constructed this summer. The next highest priority project, Old Elm – Green Bay to Timber, the report identified that the existing storm sewer needs to be enlarged to meet the minimum requirements of the Lake County Watershed Development Ordinance in order to handle a 10-year storm event. The modeling for this study area showed the existing sewer having a capacity for a 5-year event. By enlarging the storm sewer along Old Elm, the depth of flooding on Forest Hill Road west of Timber Lane will be reduced.

Based upon Baxter & Woodman's past involvement in multiple storm water studies and their extensive knowledge of the City's storm water system, staff is recommending that an exception be made to the RFP process (Section 8.5 D1 of the City's purchasing procedures) and the firm be utilized for design of this project.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Finance Committee	11/5/14	Reviewed Stormwater Improvement Study

BUDGET/FISCAL IMPACT: Staff is recommending approval of design services this evening so the design can be completed and an engineer's estimate can be created. The FY2018 capital budget allocates \$107,000 for design services.

Beginning on **page 71** of the packet is a copy of the design services agreement.

Below is an estimated summary of Project budget:

FY2018 Funding Source	Account Number	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital	311-0050-417-67-42	\$110,000	\$107,000	Y

COUNCIL ACTION: Acknowledge the exception noted in Section 8.5 D1 of the City's Purchasing Directive and approve an agreement with Baxter & Woodman for Professional Design Services for the Old Elm – Timber to Green Bay Storm Sewer Project in the amount of \$107,000.

12. Award of contract for The City of Lake Forest to Joint the MPI Crack Sealing

Contract for 2017.

STAFF CONTACT: *Robert Ells, Superintendent of Engineering (847-810-3555)*

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council approval for The City of Lake Forest to join the Municipal Partnership Initiative (MPI) Joint Crack Sealing contract, and enter into a contract with Patriot Pavement Maintenance.

BACKGROUND/DISCUSSION: Cracks in pavements allow moisture to penetrate the surface causing premature pavement material failure. To minimize the water infiltrating the pavement base, crack sealing with a hot sealant is required. Crack sealing is a practical and cost effective measure and is an essential part of a good pavement maintenance program.

City staff has previously briefed the City Council on MPI, a program that takes advantage of economies of scale, for securing low bid prices, among neighboring municipalities who bid similar projects each year. This year, the City will join forces with nine other neighboring communities to take part in the MPI Crack Sealing contract for 2017. In 2017, the City plans to do approximately 50,000 feet of crack sealing.

BUDGET/FISCAL IMPACT: The MPI Joint Crack Sealing Partnership Contract has been in place since 2016 and is renewable for three years. The City of Lake Forest is joining the MPI Joint Crack Sealing contract in its second year. The bid price consists of bid quantities that are to be completed by the nine partners of this project as part of their respective crack sealing program.

The contractor for the partnership, Patriot Pavement Maintenance, has considerable crack sealing experience and is IDOT Certified to perform this type of work.

If awarded, work on this project is expected to be completed in one week's time. Upon award of the contract, The City will meet with the contractor to develop a schedule for the execution of work. Engineering staff will provide daily oversight and inspections of the crack sealing. The City's website will also provide details of the work schedule.

Below is an estimated summary of the project budget:

FY2018 Funding Source	Account Number	Account Budget	Amount Requested	Budgeted? Y/N
Capital Fund	311-0050-417-67-23	\$30,000	\$30,000	Y

COUNCIL ACTION: Staff recommends City Council award the 2017 MPI Crack Sealing contract to Patriot Pavement Maintenance in the amount of \$30,000.

13. Award of Lake Forest portion of the 2017 Joint Concrete Sidewalk and Curb Replacement Contract.

STAFF CONTACT: *Robert W. Ells, Superintendent of Engineering (847-810-3555)*

PURPOSE AND ACTION REQUESTED: Staff recommends awarding the Lake Forest portion of the 2017 Municipal Partnership Initiative (MPI) Joint Concrete Sidewalk and Curb Replacement Program Contract to Schroeder & Schroeder, Inc.

BACKGROUND/DISCUSSION:

The Sidewalk Replacement program is an annual program that replaces hazardous and deteriorated sections of sidewalk and curb and gutter.

Based on the City Sidewalk Survey and requests for replacement of concrete sidewalk and curb from residents and businesses, the Engineering staff prioritizes the locations for replacement based on the severity of their condition on an annual basis.

City Staff has previously briefed the Council on MPI, a program that takes advantage of economies of scale for securing low bid prices. This year, the City will join forces with The City of Highland Park for the 2017 Joint Sidewalk and Curb Replacement Program. The City of Highland Park competitively bid a multiyear sidewalk and curb replacement contract in 2016 under the MPI program.

BUDGET/FISCAL IMPACT: By joining the Highland Park MPI contract, the City of Lake Forest will realize a savings of \$24,000 compared to our estimated cost for the FY 2018 Replacement Program. This savings will be used to replace additional sidewalk and curb identified by staff or requested by residents for replacement.

Schroeder & Schroeder, Inc. has worked in Lake Forest on previous contracts with satisfactory results.

If awarded, work on this project is expected to begin in June and be completed by the end of August. Upon award of the contract, municipalities will meet with the contractor to get a tentative schedule for each community. The Lake Forest property owners living near the vicinity of the construction work will be notified in advance of the start of construction.

Each municipality will be responsible for inspecting their own Concrete Curb and Sidewalk Replacement program. The City's Engineering staff will provide oversight through daily inspections for Lake Forest portion of the contract.

Below is an estimated summary of Project budget:

FY2018 Funding Source	Account Number	Account Budget	Amount Requested	Budgeted? Y/N
Capital Fund	311-0050-417-67-12	\$122,000	\$122,000	Y

COUNCIL ACTION: Staff recommends awarding the Lake Forest share of the 2017 Joint Concrete Sidewalk and Curb Replacement Program contract to Schroeder & Schroeder, Inc. for a not-to-exceed amount of \$122,000.00.

14. Award of Contract for the Old Elm Road – Ridge Road Watermain Replacement Project

STAFF CONTACT: *Robert W. Ells, Superintendent of Engineering (847-810-3555)*

PURPOSE AND ACTION REQUESTED: Staff recommends City Council reject the apparent low bidder, Maneval Construction, for the Old Elm Road – Ridge Road Watermain Replacement Project and award the project to the second lowest bidder, RA Mancini. Soon after the bid opening, staff requested Maneval Construction to submit its performance record, per Article 3.01F of the project bid specifications, that specifies the description, location, and telephone numbers of all comparable water main projects constructed in the last five years by the bidder. Maneval Construction's multiple responses to staff's request did not provide any comparable water main projects that it constructed. Staff is concerned that Maneval lacks the experience to perform the work required under this contract. Therefore, staff recommends awarding the contract for the Old Elm Road – Ridge Road Watermain Replacement Project to the 2nd lowest bidder, RA Mancini.

BACKGROUND/DISCUSSION: The overall project involves replacing an existing aged watermain located on Old Elm Road from Estes to Ridge. The project involves replacing the existing 6" cast iron watermain with a standard 8" PVC watermain. This represents the second Phase of the watermain replacement along Old Elm Road. The proposed contractor, RA Mancini, Inc. performed the Phase I installation last year (Estes west to drainage ditch).

Each year, as part of the City's Capital Improvement Program, staff evaluates the condition of existing watermain infrastructure in terms of age, capacity, watermain breaks, and other capital improvement projects scheduled on that street. Based on these factors, staff develops a schedule to replace the City's water distribution system at an optimum functional level.

A majority of the Old Elm Road watermain will be installed utilizing a trenchless, directional drilling technique, thereby creating less excavation and disturbance in the construction area.

The preparation of plans and specifications, including performing field surveys and design, were prepared by in-house Engineering staff thereby allocating design savings to other CIP projects. The Engineering staff will also provide daily inspectional services for this project.

BUDGET/FISCAL IMPACT: Bids for the Old Elm Road – Ridge Road Watermain Replacement Project were received and opened on March 23, 2017. The City received a total of eight bids.

The following is a summary of the bids received:

BIDDER	BID AMOUNT (Old Elm: Estes to Ridge)
Maneval Construction	\$494,916.50
RA Mancini, Inc.	\$524,979.50

RJ Underground, Inc.	\$530,749.00
Campanella & Sons, Inc.	\$569,119.00
Berger Excavating Contractors, Inc.	\$658,260.00
Archon Construction Co. Inc.	\$671,225.00
DiMeo Bros.	\$692,749.00
Joel Kennedy Construction Corp	\$783,665.00
Engineer's Estimate	\$590,175.00

In addition to conducting last years watermain project along Old Elm Road, the 2nd low bidder, RA Mancini, Inc. has previously worked in The City of Lake Forest on several comparable water main projects in the City over the last five years. The projects have been completed on time and the work was satisfactory to Engineering's staff.

If approved by City Council, the project would commence on or about June 5th and be completed by the end of August. Upon confirming the start date of the project, a letter will be sent to the residents within the limits of the project two weeks prior to start of construction. The City's website will also provide details on the construction schedule. During construction, Old Elm will be closed for local traffic only. Motorists wanting to travel through the area will use Everett and Ridge as the detour.

Below is an estimated summary of project budget:

FY2018 Funding Source	Account Number	Amount Budgeted	Amount Requested	Budgeted? Y/N
Water and Sewer Fund	508-0001-440-75-01	\$610,000	\$577,478	Y

COUNCIL ACTION: Staff recommends awarding the contract for the Old Elm Road – Ridge Road Watermain Replacement Project to RA Mancini, Inc. in the amount of \$524,979.50. In addition, staff is requesting that City Council authorize to expend, if necessary, an additional amount not to exceed 10% of the contract award for unforeseen change orders that may occur during the administration of this project. Therefore, the total contract cost is not expected to exceed \$577,478.00.

COUNCIL ACTION: Approval of the fourteen (14) Omnibus items as presented

6. ORDINANCES

7. ORDINANCES AFFECTING CODE AMENDMENTS

8. NEW BUSINESS

9. ADDITIONAL ITEMS FOR COUNCIL DISCUSSION

10. ADJOURNMENT

Office of the City Manager

March 29, 2017

The City of Lake Forest 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 the meeting or the facilities, are required to contact City Manager Robert R. Kiely, Jr., at (847) 234-2600 promptly to allow the City to make reasonable accommodations for those persons.



PROCLAMATION

WHEREAS, Arbor Day will be officially observed in the State of Illinois on Friday, April 28, 2017, by proclamation of the Governor and the planting of trees on Arbor Day is a traditional activity throughout the State and The City of Lake Forest, and

WHEREAS, Lake Forest, with its environment of natural areas, is particularly dedicated to the observance of this day and has consistency throughout its history enacted ordinances to preserve its trees and other natural assets, and

WHEREAS, citizen groups, garden clubs, and private and public institutions have actively supported preservation efforts and the renewal of natural areas through tree planting and landscape projects, and

WHEREAS, the celebration of Arbor Day 2017 in Lake Forest will include the distribution of Oak seedlings to students in public and private elementary schools, and Arbor Day 2017 will be celebrated throughout the day in programs at schools and other locations; and at Sheridan School (located at 1360 N. Sheridan Rd., Lake Forest), on Friday, April 28th at 10:00 a.m., where the City's official Arbor Day trees, one Tulip tree, will be planted, and

WHEREAS, trees in our City, wherever they are planted, increase property values, enhance our business and residential areas, beautify our community, and are a source of joy to gladden the hearts and promote the environmental well-being of present and future generations, and

WHEREAS, The City of Lake Forest has been recognized as Tree City USA for thirty-four consecutive years by the National Arbor Day Foundation,

NOW, THEREFORE, I, Donald P. Schoenheider, Mayor of The City of Lake Forest, do hereby proclaim Friday, April 28, 2017, as ARBOR DAY in The City of Lake Forest, and I urge all citizens to support efforts to protect our trees and woodlands, to support our City's forestry program, to plant trees on this day, and to join in the celebration ceremonies.

IN WITNESS HEREOF, I have hereunder set my hand and have had the Seal of The City of Lake Forest affixed this 3rd day of April, 2017.

Donald P. Schoenheider
Mayor

The City of Lake Forest
CITY COUNCIL
Proceedings of the Monday, March 20, 2017
City Council Meeting - City Council Chambers, 6:30 p.m.

CALL TO ORDER AND ROLL CALL: Honorable Mayor Schoenheider called the meeting to order at 6:32 pm, and City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Schoenheider, Alderman Waldeck, Alderman Beidler, Alderman Pandaleon, Alderman Newman, Alderman Tack, Alderman Reisenberg, Alderman Moreno and Alderman Buschmann.

Absent: None

Also present were: Robert Kiely Jr., City Manager; Catherine Czerniak, Director of Community Development, Elizabeth Holleb, Director of Finance; Victor Filippini, City Attorney; Michael Thomas, Director of Public Works; Karl Walldorf, Chief of Police; Pete Siebert, Fire Chief; Mike Strong, Assistant to the City Manager along with other members of City Staff.

There were approximately 100 persons present in the Council Chamber.

CALL TO ORDER AND ROLL CALL 6:32 pm

PLEDGE OF ALLEGIANCE was recited by all those present in the Chamber.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

A. 2017-2018 Board & Commission Appointments

ELAWA FARM COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Nicholas Peters	APPOINT	3

CROYA

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Megan Engelberg	APPOINT	4

COUNCIL ACTION: Approve the Mayor's Appointments

Alderman Reisenberg made a motion to approve the Mayors appointments, seconded by Alderman Beidler. Motion carried unanimously by voice vote

**B. Deer Path Art League, Emerging Artists Awards
- Jillian Chapman, Creative Director**

Mayor Schoenheider introduced Ms. Chapman who introduced and invited each of the Emerging Artists up to the dais. Mayor Schoenheider presented each award and photos were taken.

COMMENTS BY CITY MANAGER

A. Update on March 15 Train Derailment

City Manager Robert Kiely stated that staff was unable to find information on any train derailment in the history of the City of Lake Forest. He introduced Fire Chief Pete Siebert and Police Chief Karl Walldorf, who gave a timeline review of the entire incident. The existing partnership between Lake Forest City Departments (Police, Fire & Public Works) functioned smoothly and lead to a successful resolution of the incident.

- The systems in place to increase responses according to the scale of the incident are very well organized.
- The safety features in modern rail cars did their job of keeping the products inside the rail cars that derailed.
- The Union Pacific Railroad was extremely cooperative with our command staff and first responders.
- The City of Lake Forest Police and Fire Departments were kept well informed throughout the incident. Union Pacific quickly brought in a large amount of resources to quickly mitigate the incident.

Adrian Guerrero, Director of Public Affairs for the Union Pacific Railroad, also gave a review of the incident from the Railroads Hazard Materials Management Group perspective. The HMM Group is part of Union Pacific's Railroad Safety Department. Its primary focus is the safety of all UP employees, the residents of the communities where the trains are operated. Mr. Guerrero noted that all the information that he presented is available at www.up.com and encouraged residents to visit the site. The City Council had a lengthy discussion about the incident.

COMMENTS BY COUNCIL MEMBERS

PUBLIC WORKS COMMITTEE

1. Consideration of an Ordinance Amending Section 150.384, titled "Sewage and Sewage Disposal" of the City Code (First Reading)

Catherine Waldeck, Chairman Public Works Committee reported that the Public Works Committee is recommending approval of first reading of an Ordinance amendment to the City Code concerning the requirements and conditions for connecting residential and non-residential properties to City sanitary sewer.

The current City Code requires residential and non-residential properties to connect to public sanitary sewer when they are located within 500 feet or 1,000 feet of an existing or new sanitary sewer. Additionally, the City Code requires that these private connections be made within six months of the availability of the sewer. The intent of providing access to sanitary sewers and requiring efficient connections is to provide both development benefit and affect the long term public health and welfare of the community. The City has additional legal and legislative requirements it is obligated to follow as it relates to private sewer connections.

The amendment to the City Code will achieve the following:

- Aligns the City Code with the requirements of the Lake County Code requiring connection to public sewer if it is adjacent to the property or within 250 feet of any property line;
- Establishes a certification program requiring owners of properties with septic systems to submit documentation to the City, on an annual basis or semi-annual basis if they have an existing connection to a storm sewer, of regular maintenance, proper operation, and confirmation that no health or environmental hazard exists;
- Sets conditions under which interim use of an existing septic system may continue to be used; and

- Establishes conditions under which connection to the public sewer system may be “triggered” or required by the City.

The intent of the amendment is to update the language based on policy recommendations provided by City Council and to clarify expectations and requirements for connecting to the City’s sanitary sewer.

Members of the City Council had discussions on regulations, enforcement of the ordinance, economic hardship and financial support.

COUNCIL ACTION: Approve first reading of an ordinance amending Section 150.384, titled “Sewage and Sewage Disposal” of the City Code

Mayor Schoenheider asked if there was anyone from the public who would like to comment. Seeing none, he asked for a motion.

Alderman Waldeck made a motion to approve first reading of an ordinance amending Section 150.384, titled “Sewage and Sewage Disposal” of the City Code, seconded by Alderman Pandaleon. The following voted “Aye”: Aldermen Waldeck, Beidler, Pandaleon, Newman, Tack, Reisenberg, Moreno and Buschmann. The following voted “Nay”: None. 8- Ayes, 0 Nays, motion carried.

2. Discussion Relating to a Special Service Area Proposed for the Installation of Sanitary Sewer in the Winwood Drive Neighborhood

Victor Filippini, City Attorney, reported that after conducting a formal public hearing, as well as holding a follow-up discussion with neighbors and the Public Works Committee on January 4, 2017, the City Council adopted a Resolution which re-opened the public hearing to a date to be determined and extended the objection period, thereby allowing more time for City Council, the Public Works Committee and City staff to meet with residents to address their concerns and determine if suitable alternatives for the project may exist.

The purpose of the discussion is to review various options the City Council may consider relating to the proposed Special Service Area on Winwood Drive.

Mr. Filippini reported that on March 15, 2017, the Public Works Committee discussed and considered various options related to the disposition of the proposed SSA, and according to Resolution 2017-01, the City Council may consider the following options, as next steps:

- Option A: Proceed under the authority of Resolution 2017-01, and direct staff to schedule a final public hearing to consider the Proposed Special Service Area No. 41. Under this option, the City Council would have to allow appropriate time for noticing and scheduling of the Public Hearing in accordance with the Special Service Area Tax Law, 35 ILCS 200/27-5 et seq. (“SSA Tax Law”). Therefore, the timeline of events would be as follows:

ITEM	DATE
Public Hearing Notice Published/Mailed	March 30, 2017
Hold Public Hearing	April 17, 2017
End of 60-Day Objection Period	June 16, 2017
City Council Consideration – Establishing Ordinance (1 st Reading)	June 19, 2017
City Council Consideration – Establishing Ordinance (Final Reading)	July 17, 2017

While this option extends deliberation, and ultimate consideration by City Council on the Proposed SSA, it would allow for the formal SSA process to be completed, including the requirement of an objection to be filed with the City Clerk.

Mr. Filippini noted that, if a legally sufficient objection is filed, the City Council will have no authority to consider an establishing ordinance. Additionally, the City could not include any property included in an objecting petition within a similar special service area for at least two years.

If no legally sufficient objection is filed, the City would have the right to establish the proposed SSA, but only in accordance with the parameters set forth in the SSA Proposing Ordinance. However, the City Council would have the right not to establish a special service area if it did not desire to proceed based on the parameters set forth in the SSA Proposing Ordinance.

- Option B: An alternative approach the City Council may consider taking is consideration of an Ordinance rescinding the Winwood SSA Proposing Ordinance and terminating the continuation of the SSA process. This option would require the following sequence of events:

ITEM	DATE
City Council Consideration – Rescinding Ordinance (1 st Reading)	April 3, 2017
City Council Consideration – Establishing Ordinance (Final Reading)	April 17, 2017

This option would preserve the right for the City Council to pursue in the future the possible establishment of an SSA in the Winwood Drive neighborhood to provide sanitary sewer improvements without the restriction of a two-year mandatory waiting period as defined in the SSA Tax Law. However, it would terminate the SSA process from continuing on at this point, and would not require any follow up action, including scheduling of public hearing, or requirement to submit any formal objection by property owners and electors within the proposed SSA area.

The City Council had discussion on the value of using the process of the SSA, fairness to all previous SSA's, resident wants and needs, and the petition process and the public vote that is part of that process.

Mayor Schoenheider asked if there was anyone from the public who wanted to comment.

Susan Briggs, 1106 Winwood, offered her opinion to the City Council.

COUNCIL ACTION: Discussion Only- No action was taken by the City Council

3. Approval of a Design and Monitoring Agreement for Forest Park Bluff

Catherine Waldeck, Chairman Public Works Committee, stated that at the December 5, 2016 City Council meeting, an agreement with AECOM was approved to provide an update of the 2009 analysis for the remaining portion of the bluff that was *not* evaluated this past summer (Spring Lane to the North Beach Access Road). While this area is unrelated to the shallow slope failure on the South Beach Access Road, the intent was to provide a comprehensive analysis and the condition of the entire Forest Park bluff system prior to making decisions regarding repairs or future monitoring.

To oversee the update and analysis being performed by AECOM, a workgroup was established consisting of two Aldermen and various residents with related knowledge and interest in bluff and ravine repairs. The workgroup met from December to March and reviewed areas of the bluff's slope movement, various repair

options, and recommended next steps to the Public Works Committee. The Public Works Committee met on March 15, 2017 and concurred with the workgroup's recommendations for design and monitoring. Alderman Waldeck stated that option 2 included lowering the road by approximately five to eight feet, removing the fill, and flattening the steep slopes below the road. Not only is this option less expensive, but it is superior in terms of the degree of slope stabilization that can be accomplished and reduces future slope maintenance.

Mayor Schoenheider asked if there was anyone from the public who would like to comment. Seeing none, he asked for a motion.

COUNCIL ACTION: Acknowledge the exception noted in Section 9.0-K of the City's Purchasing Directive, and approve an agreement with AECOM to provide design documents and monitoring services for the Forest Park Bluff in the amount of \$219,400.

Alderman Waldeck made a motion to acknowledge the exception noted in Section 9.0-K of the City's Purchasing Directive, and approve an agreement with AECOM to provide design documents and monitoring services for the Forest Park Bluff in the amount of \$219,400, seconded by Alderman Pandaleon. The following voted "Aye": Aldermen Waldeck, Beidler, Pandaleon, Newman, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS

There were no comments from the audience members.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approval of the March 6, 2017 City Council Meeting Minutes**
2. **Approval of a First Amendment to the Water Tower and Ground Lease Agreement between The City of Lake Forest and AT&T Wireless Services**
3. **Authorization to Issue Reimbursement for City Work Costs Related to Clean-up of the City's Former Municipal Services Site.**
4. **Consideration and Approval of a Resolution as part of a Grant Request for Greenest Region Compact 2, Relating to the Replacement of Outdated Equipment**
5. **Consideration of an Ordinance Amending Section 77, schedule III of the City Code Related to the Traffic as Recommended by the Traffic Safety Coordinating Committee (TSCC).**
6. **Consideration of an Ordinance Approving the Vacation of Unused Right-of-Way, a Portion of Tiverton Road. (First Reading and if Desired by the City Council, Final Approval)**
7. **Consideration of Ordinances Approving Recommendations from the Building Review Board. (First Reading and if Desired by the City Council, Final Approval)**
8. **Consideration of an Ordinance Approving a Recommendation from the Historic Preservation Commission. (First Reading and if Desired by the City Council, Final Approval)**
9. **Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals. (First Reading, and if Desired by the City Council, Final Approval)**

COUNCIL ACTION: Approval of the nine (9) Omnibus items as presented

Mayor Schoenheider asked members of the Council if they would like to remove any item or take it separately. Mayor Schoenheider asked for a motion to approve the nine Omnibus items as presented.

Alderman Beidler made a motion to approve the nine Omnibus items as presented, seconded by Alderman Tack. The following voted "Aye": Aldermen Waldeck, Beidler, Pandaleon, Newman, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

Information such as Purpose and Action Requested, Background/ Discussion, Budget/ Fiscal Impact, Recommended Action and a Staff Contact as it relates to the Omnibus items can be found on the agenda.

ORDINANCES AFFECTING CODE AMENDMENTS

NEW BUSINESS

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION

1. EXECUTIVE SESSION

- pursuant to 5ILCS 120/2, (21), The City Council will be discussing, annual review of the minutes mandated by Section 2.06 of the Open Meetings Act and 5ILCS 120/2 (c), (5), The City Council will be discussing the consideration of Land Acquisition and (6) The City Council will be discussing Land Disposition

Alderman Beidler made a motion to adjourn into executive session pursuant to 5ILCS 120/2, (21), The City Council will be discussing, annual review of the minutes mandated by Section 2.06 of the Open Meetings Act and 5ILCS 120/2 (c), (5), The City Council will be discussing the consideration of Land Acquisition and (6) The City Council will be discussing Land Disposition, seconded by Alderman Tack. The following voted "Aye": Aldermen Waldeck, Beidler, Pandaleon, Newman, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

Adjourn into Executive Session at 9:10pm.

Mayor Schoenheider announced there will be no further business following executive session.

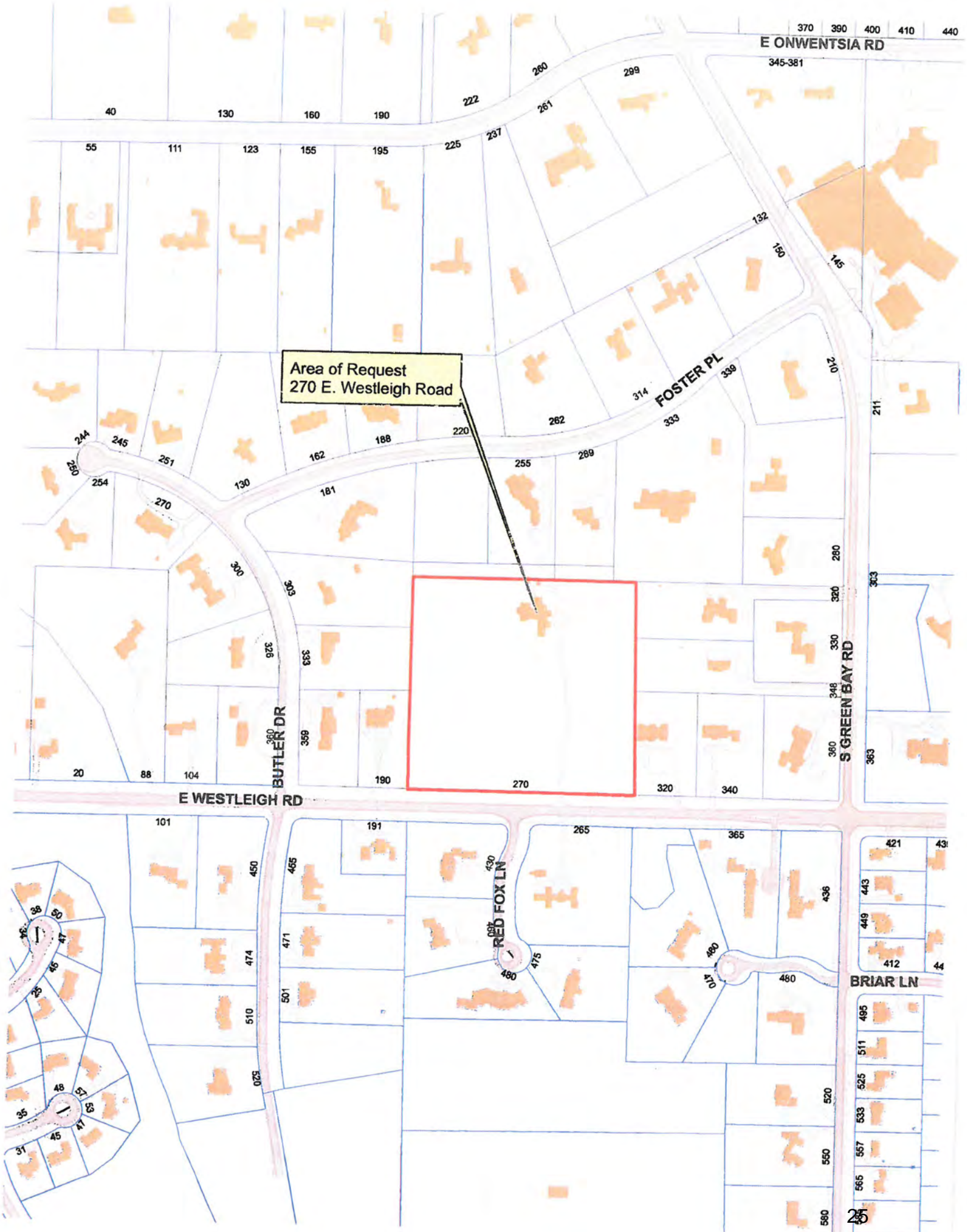
ADJOURNMENT

There being no further business. Alderman Pandaleon made a motion to adjourn, seconded by Alderman Moreno. Motion carried unanimously by voice vote at 9:45 p.m.

Respectfully Submitted
Margaret Boyer

A video of the City Council meeting is available for viewing at the Lake Forest Library and on file in the Clerk's office at City Hall. You can also view it on the website by visiting www.cityoflakeforest.com. Click on I Want To, then click on View, then choose Archived Meetings Videos.

Area of Request
270 E. Westleigh Road



THE CITY OF LAKE FOREST

ORDINANCE NO. 2017- ____

AN ORDINANCE APPROVING THE DEMOLITION OF A SINGLE FAMILY RESIDENCE
LOCATED AT 270 E. WESTLEIGH ROAD

WHEREAS, Robert and Gail Spiel ("**Owners**") are the owners of that certain real property commonly known as 270 E. Westleigh Road, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-4, Single Family Residence Zoning District; and

WHEREAS, the Owners desire to demolish the existing structure ("**Improvements**") as depicted on the site plan attached hereto as Group Exhibit B ("**Plans**"); and

WHEREAS, the Owners submitted an application ("**Application**") to permit the demolition and were required to present the request to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

WHEREAS, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on March 1, 2017; and

WHEREAS, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the R-4, Single Family Residence District under the City Code,
2. the existing structure is not architecturally or historically significant due to numerous alterations over the course of several decades,

3. the evidence presented indicates that the demolition, if undertaken in conformity with the recommended conditions, will meet the requirements of Section 150.148 of the City Code,

and recommended that the City Council approve the Application and the Plans, subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council, having considered Owners' Application to construct the Improvements on the Property, and the findings and recommendations of the BRB, have determined that it is in the best interests of the City and its residents to grant approval to the Application, subject to the terms and conditions hereinafter set forth;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION TWO: Approval of Application. Pursuant to Section 150.148 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the demolition of the existing structures on the Property, as more fully depicted on the Plans.

SECTION THREE: Conditions on Approval. The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the

discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owner will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owner shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

- F. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on Exhibit C, Notice of Action – Board Recommendation, attached hereto.

SECTION FOUR: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owners have not (i) executed and (ii) thereafter filed with the City Clerk, within 60 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit D and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein.

PASSED THIS __ DAY OF _____, 2017.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2017.

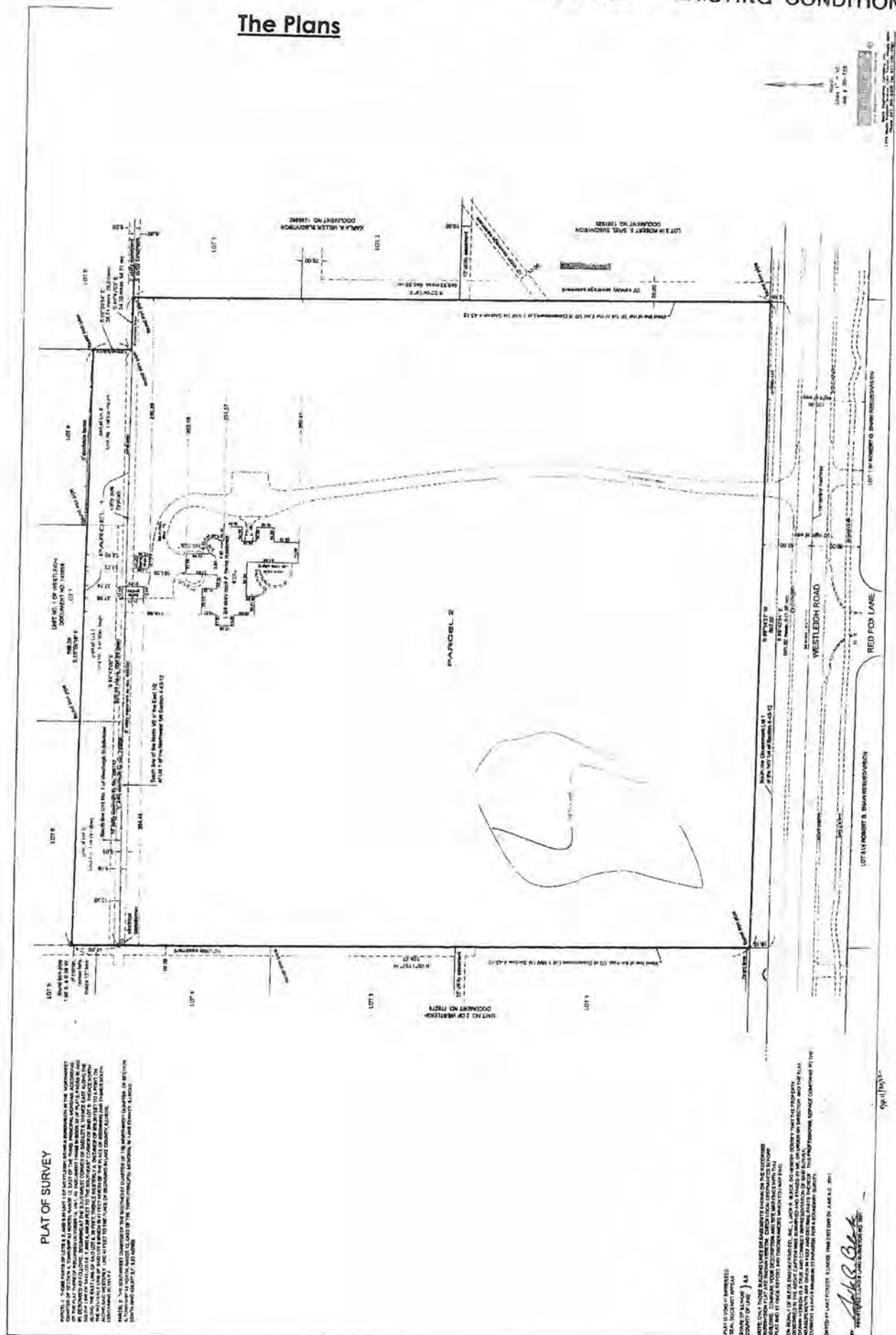
Mayor

ATTEST:

City Clerk

The Plans

SURVEY - EXISTING CONDITIONS



The PlansSTATEMENT OF INTENT

Robert Spiel, Jr., Trustee under Agreement with Robert Spiel Jr., dated March 5, 1977, is the owner of approximately 10 acres located at 270 Westleigh Road in Lake Forest, Illinois (the "Property") on the north side of Westleigh. The Property is zoned under the Lake Forest Zoning Ordinance as an R4 Historical Residential and Open Space Preservation District. It is surrounded by single family homes, which have been built in accordance with the requirements of that District. The Property was originally a part of a 20 acre parcel owned by the Spiel family since approximately 1945, of which the easterly 10 acres were conveyed in parcels between 1945 and 1990, and were improved with residences. There is one home built on the Property, which is a Stanley Anderson home built in 1947, which has been considerably altered since then. The home is occupied by Robert Spiel and his wife Gail, and serves as their principal residence. Today, inclusive of a 2200 square foot addition built in 1989-1990, it is approximately 6200 square feet. The highest elevation of the Property is in the north, and gradually decreases to the lowest point, which is at Westleigh Road. Presently, there is a low grade wetland and a detention area located in the southwest corner of the Property. The water from the detention area is released into the drainage swale within the Westleigh Road right-of-way and is directed west to the creek. There are two significant burr oak trees located in the middle of the site and there is a substantial grove of mature spruce trees on the easterly portion of the site, all of which the Spiels intend to preserve.

The Spiels are long-time Lake Forest residents, having raised both of their children here. They have long wanted to downsize their living arrangements and intend to continue to reside in Lake Forest after selling their current residence, which they have been trying to sell for 8 years. Their initial efforts were to sell the 10 acres, with the home in place, but after many months of trying to sell the property, they realized there was not a market for a 10 acre lot containing only a 6200 square foot home. While the home has no structural issues, and was designed by notable architect Stanley Anderson, many alterations have been made to it and it is not now distinctive in any way.

Concluding that the value of the land they owned was disproportionately higher than the amount of land on which a 6200 square foot home was normally built, the Spiels decided the next best way to sell the property was to subdivide it into a 6 lot subdivision, with the home to remain on one of the lots and the remainder of the lots to be available for the construction of 5 new homes. The Spiels obtained approval of a tentative plat of subdivision from the City in 2013 and attempted to sell all 6 lots (including the home) or, in the alternative, to sell the 5 vacant lots, only, reserving title to the lot containing the home, with the intention of selling it separately.

The property, itself, is ideally located in an area zoned R-4 (60,000 square foot lots) and is classified as an Historic Residential on Open Space Preservation District under the Lake Forest Zoning Ordinance. It is located near public and private schools and parks in the immediate area and is close to the Central Business District of Lake Forest and close to the Metra Station. It is ideal for the construction of a new subdivision containing single-family homes.

The Plans

Despite the foregoing, no offers were made on the existing home or the lots, as a package, except for 2 separate offers, each of which was terminated prior to closing. As a result, the Spiels, who intend to sell the property for development, are not developers, had to allow the plat for which the Spiels obtained approval from the City to lapse. The universal conclusion among the homebuilders who looked at the lots was the concern that the existing home was larger than the homes intended to be constructed on the remaining 5 lots and was not compatible with 5 new planned homes, to be separately designed and constructed on the remaining lots and that the continuing presence of the existing home, which was larger and of a different style, was an impediment to the desirability of the remaining lots.

The property is located in the Historic Residential and Open Space District, the City needs to make a determination as to whether the existing residence must be preserved or whether the Spiels be allowed to proceed with their demolition plans. To help make the determination, the Spiels engaged the services of Susan Benjamin to examine the home and to make an Historic Resource Evaluation in order to see whether the continuation of the existing home was appropriate or desirable for their property.

Ms. Benjamin studied the house and generated a report with the following findings:

The only remnants of Anderson's historic designs are found on the interior. These are the 1947 living room, the 1951 living room (referenced as the family room) and porch addition, the guest room and the entrance foyer and staircase. From the exterior, there are no features that indicate the design capabilities of Anderson's work from the late 1940s and the 1950s.

Conclusion

The Robert and Marie Spiel House no longer retains its historic appearance. All of the significant exterior features designed by the distinguished firm of Stanley Anderson & Associates have either been removed or extensively altered. The period of historic significance dates from 1946, when the house was designed, to 1951. Subsequent non-historic changes, in 1988-89, have unfortunately compromised Anderson's design and the exterior of the house now has very little historic integrity. The designs created during this period by Anderson have been subsumed by later non-historic additions and there is nothing remaining on the exterior that is characteristic of Anderson's design sensibility. Because its architectural significance has been so severely compromised, demolition of the house at 270 Westleigh Road would not negatively impact or diminish the architectural significance and the historic character of Lake Forest and would be acceptable.

The Plans

The Spiels have concluded that the home does not possess the historical significance the Ordinance seeks to protect, is an impediment to the sale and development of the property. The house should be demolished and a vacant site of 10 acres should be made available for purchase and subdivision by a homebuilder who could design a subdivision for the site with his own layout.

Robert Spiel, Jr., as Trustee

The PlansCRITERIA FOR APPROVAL OF DEMOLITION OF A STRUCTURE

Criterion 1. The existing structure itself, or in relation to its surroundings, does not have special historical, architectural, aesthetic or cultural significance to the community.

- Age of Structure. Original house of 4,000 square feet built in 1947.
- Architect. Original design by Stanley Anderson 1946. Additions by Anderson, Goldberg, Downey, et al. Largest addition in 1989 brought square footage from about 4000 square feet to about 6200. This was by Goldberg and Downey.
- History of building and site. Originally house on 20 acres. Between then and now, various parcels sold to bring land to 10 acres.
- Past use, owners or occupants. There has been no other use, owners, or occupants other than the Spiel family occupying the property since 1947.
- Identification of distinctive architectural features. None.
- Description of the architectural style. Ranch
- Description of building materials. Brick with wood trim.
- Information on importance of the site or building to the community. See report by Susan Benjamin, Architectural Historian, which concludes "The Robert and Marie Spiel House no longer retains its historic appearance. All of the significant exterior features designed by the distinguished firm of Stanley Anderson & Associates have either been removed or extensively altered" and "Because its architectural significance has been so severely compromised, demolition of the house at 270 Westleigh Road would not negatively impact or diminish the architectural significance and the historic character of Lake Forest and would be acceptable."

Criterion 2. Realistic alternatives, including adaptive re-uses, do not exist because of the nature or cost of work necessary to preserve the structure, or to realize any appreciable part of its value.

- Criterion 2 is not applicable.

Criterion 3. The structure, in its present or restored condition, is unsuitable for residential or a compatible use; or fire or other casualty damage or structural deterioration has rendered the structure (and/or remains) an immediate health or safety hazard.

- Criterion 3 is not applicable.

Criterion 4. The demolition and/or the replacement structure will not adversely impact the value of property within the neighborhood.

- After demolition of the house, the 10 acre parcel will be marketed for sale to a developer/builder who will subdivide it into single-family lots that conform to the requirements for the R-4 Historical Residential and Open Space Preservation District in which the parcel is located.

Criterion 5. The demolition and/or the replacement structure will be compatible with and not adversely impact the neighborhood character

The Plans

- Tract will remain vacant until it is sold to a developer/builder who will subdivide it. The homes built on the subdivided lots will be comparable with the existing homes already in the neighborhood and with the R-4 Historical Residential and Open Space Preservation District in which the parcel is located and will not adversely impact the neighborhood charm.

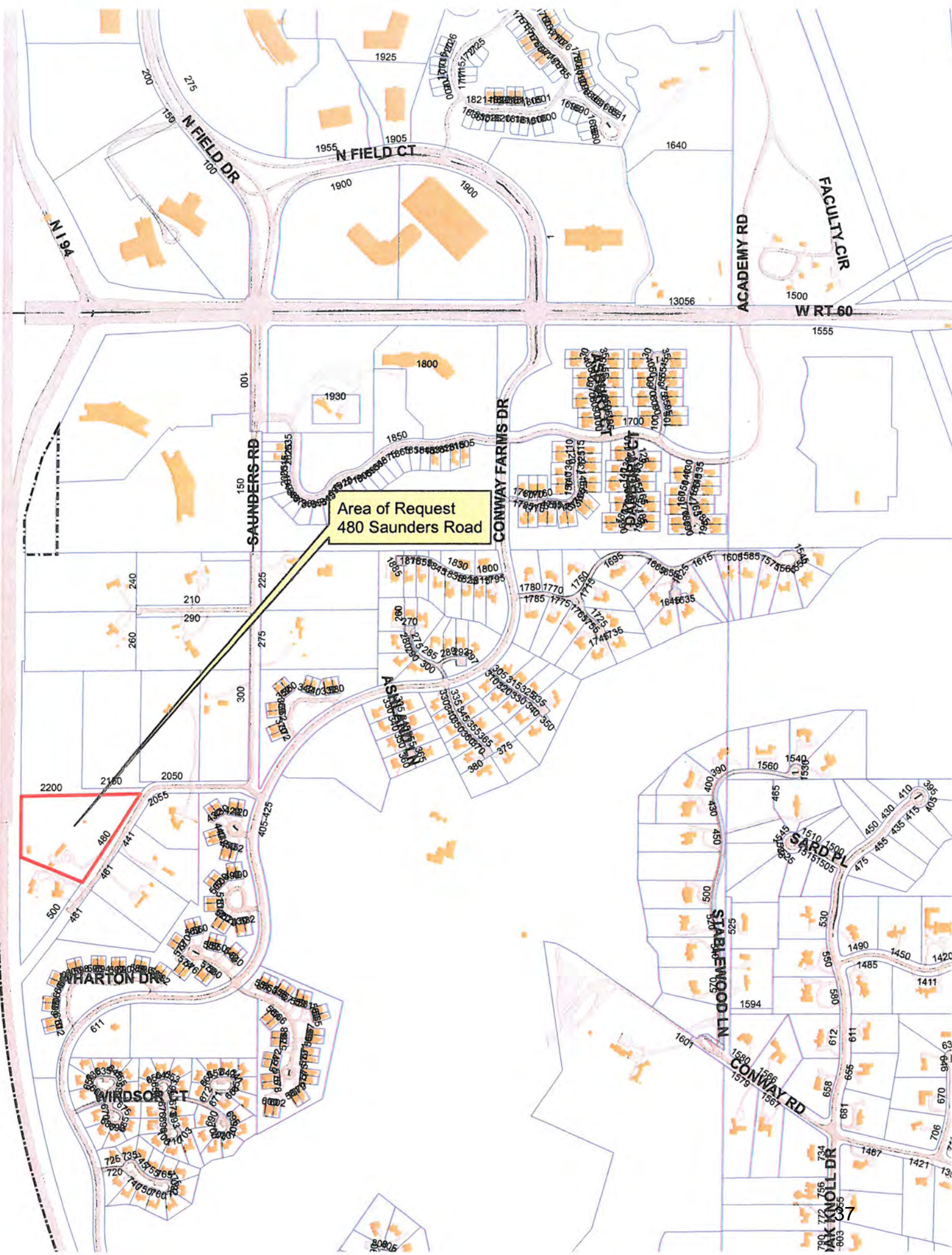
HISTORIC RESOURCE EVALUATION:

**Robert E. Spiel House
270 Westleigh Road, Lake Forest**



BENJAMIN
HISTORIC CERTIFICATIONS

**Susan S. Benjamin
Gwen Sommers Yant
August 18, 2016**



Area of Request
480 Saunders Road



PLAN COMMISSION REPORT AND RECOMMENDATION
Saunders Estates – Lake Forest Subdivision – Tentative Plat

TO:	Mayor Schoenheider and members of the City Council
DATE:	March 8, 2017
FROM:	Chairman Ley and Members of the Plan Commission
SUBJECT:	Request for Approval of the Tentative Plat for the Saunders Estates – Lake Forest 4 – Lot Subdivision

OWNERS

CCCT, LLC
Todd Polcyn (25%)
2500 W. Higgins, Ste 615
Hoffman Estates, IL 60169

Chuck Cerniglia (25%)
Craig Cerniglia (25%)
Chris Cerniglia (25%)
151 Eastern Avenue
Bensenville, IL 60106

PROPERTY LOCATION

480 Saunders Road
West side of Saunders Road, South of
Route 60, East of the Tollway

ZONING

R-3 Single Family
Residential District

REPRESENTATIVES

Todd Polcyn, Owner

Don Fielding, Engineer
Greengard Engineering
111 Barclay Boulevard Street 310
Lincolnshire, IL 60069

Plan Commission Recommendation

Approve the tentative plat of the Saunders Estates – Lake Forest Subdivision subject to the following conditions of approval.

Prior to Plan Commission consideration of the final plat of subdivision the following conditions shall be met to the satisfaction of the City Engineer, City's Certified Arborist and the Director of Community Development.

1. A clear final plat of subdivision shall be prepared. The plat shall include standard notes and shall not reflect grading or tree locations (those should be fully reflected in the engineering drawing set). In addition, the plat shall reflect the following:

- a. The buildable areas on each lot shall be configured to provide increased setbacks where feasible to preserve and protect the most significant trees as identified by the City Arborist, to the extent reasonably possible.
 - b. A note shall be included on the plat stating that the Homeowners' Association is responsible for all ongoing maintenance of the Outlot including maintenance of the detention area, all components of the on site stormwater management system such as swales and pipes, and the berm.
 - c. A note shall be included on the plat stating that all of the new homes shall be equipped with residential sprinkler systems for fire protection due to the limited access into the area.
 - d. A note shall be included on the plat stating that no further subdivision of the Outlot is permitted.
2. Final engineering plans which have been determined to be complete, accurate and in conformance with all applicable regulations and standards by the City Engineer, and any other documents deemed necessary by the City Engineer shall be on file, in final form, with the City.
 - a. Approvals from any outside agencies must be submitted as directed by the City Engineer.
 - b. The engineering plans shall reflect the preservation of the existing topography to the extent possible with any grade changes kept to the minimum necessary to meet good engineering practices.
3. A final tree removal and tree preservation plan shall be submitted for review and approval by the City's Certified Arborist. The plat shall include a total of tree inches proposed for removal and a pre, during and post construction plan for protection of the trees identified for preservation.
4. A final landscape plan shall be submitted and will be subject to the review and approval of the City Arborist and shall reflect plantings proposed on the Outlot, in the area of the detention basin and on the berm. The plan shall also detail proposed streetscape plantings. Street trees shall be provided in part as replacement inches for other trees removed from the site and consistent with the requirements for street trees as part of development of a new subdivision. Landscaping of the individual lots will be considered at the time development of each lot is proposed.
5. A draft of the Declaration of Covenants shall be submitted and will be subject to review and approval by the Director of Community Development and if appropriate, the City Attorney.
6. All fees due to date must be paid.

Summary of the Request

This is a request for tentative approval of a 4-lot subdivision, the Saunders Estates – Lake Forest Subdivision. The parcel proposed for subdivision totals 5.47 acres and is located on the west side of Saunders Road, west of Conway Farms Drive, south of Route 60 and east of the Illinois Tollway.

Subdivisions are considered through a two phase process. As part of the tentative phase, preliminary engineering plans are reviewed by the City Engineer, the tree survey and the conditions and species of trees on the site are reviewed by the City's Certified Arborist, and the tentative plat of

subdivision is reviewed to verify compliance with the applicable zoning and subdivision requirements. Once the preliminary reviews are completed and the plans are found to be generally in compliance, the tentative plat of subdivision is presented to the Plan Commission for consideration at a public hearing. If tentative plat approval is granted, that is an indication to the petitioner that the proposed subdivision, subject to final conditions being satisfied, is generally acceptable to the City. All required plans and documents are then finalized by the petitioner and the final plat is considered by Plan Commission and City Council prior to recording the plat and proceeding with any site work or infrastructure. Once the plat is recorded and any required improvements are completed, the individual lots are available for development and sale.

Description of the Property and Surrounding Area

The Saunders Road area, including the property that is the subject of this petition, was annexed to the City of Lake Forest in phases between 1998 and 2004. Concurrent with annexation of the area to the City, the R-3 Zoning District was applied to the area. This area is not covered by the Historic Residential and Open Space Preservation Overlay District, however, a special provision was included in the application of the R-3 zoning to this area allowing for clustered, smaller lots or attached residential units, so long as the underlying density of the R-3 District is met, similar to the flexibility allowed by the overlay district.

The opportunity for clustered lots or attached housing units in this area recognized development challenges in the area including the presence of wetlands on some of the properties, and noise and light impacts from the Tollway. The rationale for including a provision for clustered lots was that as the area developed, particularly if several of the existing parcels are consolidated to create a larger development parcel, the opportunity to cluster lots or construct attached housing units might be helpful in dealing with the wetlands that encumber portions of the area and could allow expanded space for a berm or wall to mitigate the impacts of the Tollway.

The driving force behind the annexation of this area to the City in the late 1990's and early 2000's was a desire on the part of the property owners for City water and sanitary sewer. The well water in the area was of poor quality. Today, both water and sewer mains are in place, in Saunders Road and are available to existing and new development in the area. The water and sewer mains were installed by the City after the property owners in the area voted in support of establishing a Special Service Area (SSA) which allowed the cost of the new infrastructure to be spread over a 20 year period. The remaining costs of the infrastructure will be re-apportioned if this subdivision is approved and the additional lots created will share in the cost of the infrastructure for the remaining years of the SSA.

There are 16 properties in this area most of which are approximately five acres in size. The area is characterized by single family homes on large lots. Some homes in the area are in varying states of disrepair while others are well maintained. Since the water and sewer mains were installed, several property owners and developers have talked about subdivision of parcels in this area; this petition is the first development to be proposed in this area in a number of years. The property now proposed for subdivision was previously developed with a single family home, garage, outbuilding, pool and a pool house. The house was unoccupied for a number of years and ultimately became a health and safety hazard, and an attractive nuisance. The structures were removed from the property due to numerous Code violations. Evidence of the removed structures and some of the hardscape is still evident on the property however; the property as it stands today is a vacant, developable property.

Beyond the Saunders Road neighborhood, the Conway Farms residential subdivision is located generally to the east and south of the site. As noted above, access to the Saunders Road area is from Conway Farms Drive. Although Saunders Road appears to extend north to Route 60, beyond a guard rail, there is no public right-of-way in that area. The portion of what appears to be Saunders Road extending to the north was vacated a number of years ago and is privately owned property, part of the parking lot and on site circulation for the 100 and 150 Saunders Road office buildings.

Proposed Subdivision

As noted above, a subdivision of four lots is proposed. The lots all comply with the requirements of the R-3 District with the exception of the lot to depth ratio as discussed below. The proposed parcels range in size from 40,000 to 45,130 square feet with three of the four lots very close to 40,000 square feet, the minimum lot size permitted in the R-3 zoning district. Lot 4, the northernmost lot in the subdivision, is the largest lot. Each property meets or exceeds the minimum lot street frontage requirement of 125 feet.

An Outlot is located along the west portion of the property and totals 73,050 square feet, about one and a half acres in size. The Outlot provides for the required stormwater detention consistent with the Lake County Watershed Development Ordinance, and accommodates most of a large berm that exists on the property today. Portions of the berm also encroach on to Lots 3 and 4. The berm was constructed on the northwestern portion of the property by a previous owner to provide a buffer from the Tollway. The berm will be retained on the site, with some minor modification, to continue to serve as a buffer to the larger area and to the new homes that will be constructed on the four lots created by this subdivision.

Staff Analysis

A summary of key aspects of the proposed subdivision is provided below. Additional information, provided by the petitioner, is included in the Commission's packet.

Compliance with the R-3 Zoning District

The R-3 Zoning District permits single family residential lots with a minimum size of 40,000 square feet, slightly less than an acre which is 43,560 square feet. This district requires a minimum lot width of 125 feet; all of the lots meet this requirement. The buildable area on R-3 lots must be setback minimum distances from the property lines: 40 feet from the front property line, 40' from the rear property line and 15' from side property lines. Expanded setback distances are permitted if determined to be necessary to achieve specific goals such as tree preservation.

Per the Code, the ratio of lot width, measured at the front setback line, to lot depth, is not permitted to be more than 1:2. The proposed lots exceed this ratio however; the deeper lots on this site are reasonably justified due to the adjacency to the Tollway and overall configuration of the property. The required lot to depth ratio could be achieved by reducing the depth, or length of the lots, and increasing the size of the Outlot. However, in this particular situation, compliance with the ratio may be outweighed by the specifics of this site. In many developments, outlots are visible from the streetscape or add to the general sense of open space in a subdivision, in this case, the Outlot is located behind the lots and is not visible and serves not only to meet the detention requirements, but also to buffer the future homes on this site from the Tollway to the extent possible.

The Code also requires a minimum buildable area of 15,960 square feet for lots in the R-3 district. As proposed, the building areas on the lots range from 22,601 square feet to 26,094 square feet,

exceeding the Code requirement. Finally, the Code requires lot lines to be “generally straight and not irregular”. The Code does not prohibit diagonal lot lines.

Lot Size

As noted above, each of the four lots meets or exceeds the minimum lot size of 40,000 square feet. A conventional subdivision is proposed by the petitioner, rather than a clustered, smaller lot subdivision, due to the location and configuration of this property. In considering other recently proposed subdivisions, the Commission has heard that the community has a sufficient supply of large lots, lots similar in size to the lots proposed in this subdivision. Although the opportunity to develop this property with the same number of smaller, clustered lots or attached housing units exists, the property owner has determined that given the location of this property, at the edge of the community, adjacent to the Tollway, and given the fact that there are not wetlands or large wooded areas on the site to preserve, the lots as proposed are appropriate for this site and permitted by the Code. The larger lots provide the opportunity for significant plantings on the individual lots if desired by the homeowners, to provide additional sound buffering and visual screening from the lights of the Tollway to the west.

New Construction

The lots as proposed will accommodate homes of about 5,000 square feet, plus an additional 800 square foot allowance for a garage. The lot sizes will provide ample space for outdoor amenities, patios, pools, gardens and trees.

Stormwater Drainage

Water on this site drains to the southwest. To accommodate stormwater runoff, a dry detention area is proposed. The City’s standard practice is to require a detention pond, rather than a dry detention area, because at times, a dry detention area can appear swampy or muddy if it is not planted with proper vegetation. In the case of this development, the proposed dry detention area does not have visibility from the streetscape and is not a prominent feature of the overall neighborhood. Based on the factors specific to this development, a dry detention area is a reasonable solution.

The property owners within the development will be responsible for maintaining the Outlot on which the detention and berm are located. Declarations of Covenants will be established and recorded with the subdivision and a Homeowners’ Association must be established to provide a mechanism for carrying out the responsibilities related to the Outlot.

Wetlands

Based on a statement submitted by the petitioner’s certified wetlands specialist, there do not appear to be any wetlands on the site.

Availability of Utilities and Public Streets

Public streets and public utilities; water and sanitary sewers, are available to provide service to the four new houses in this subdivision.

As noted above, this property was previously developed with a large single family home and outbuildings which have all been removed, a total of four new homes are proposed by this subdivision. The addition of four single family homes to this neighborhood, one of which

essentially will replace the home previously located on this site, will not generate traffic beyond that which can be accommodated by the adjacent public streets.

Preservation of the Streetscape and Significant Trees

A tree survey was submitted by the petitioner and was reviewed by the City Arborist in combination with an on site inspection. The Arborist identified 11 significant trees on the site that are worthy of consideration for preservation and protection. The key trees identified are listed below:

Tag #232 – 33” Bur Oak

Tag # 238 – 26” White Oak

Tag #240 -30: Bur Oak

Tag # 241 – 20” Kentucky Coffee Tree

Tag # 257 – 24” Black Walnut

Tag #258 – 17” Black Walnut

Tag # 266 – 20” Black Walnut

Tag # 268 – 24” Black Walnut

Tag# 288 – 14” Bur Oak

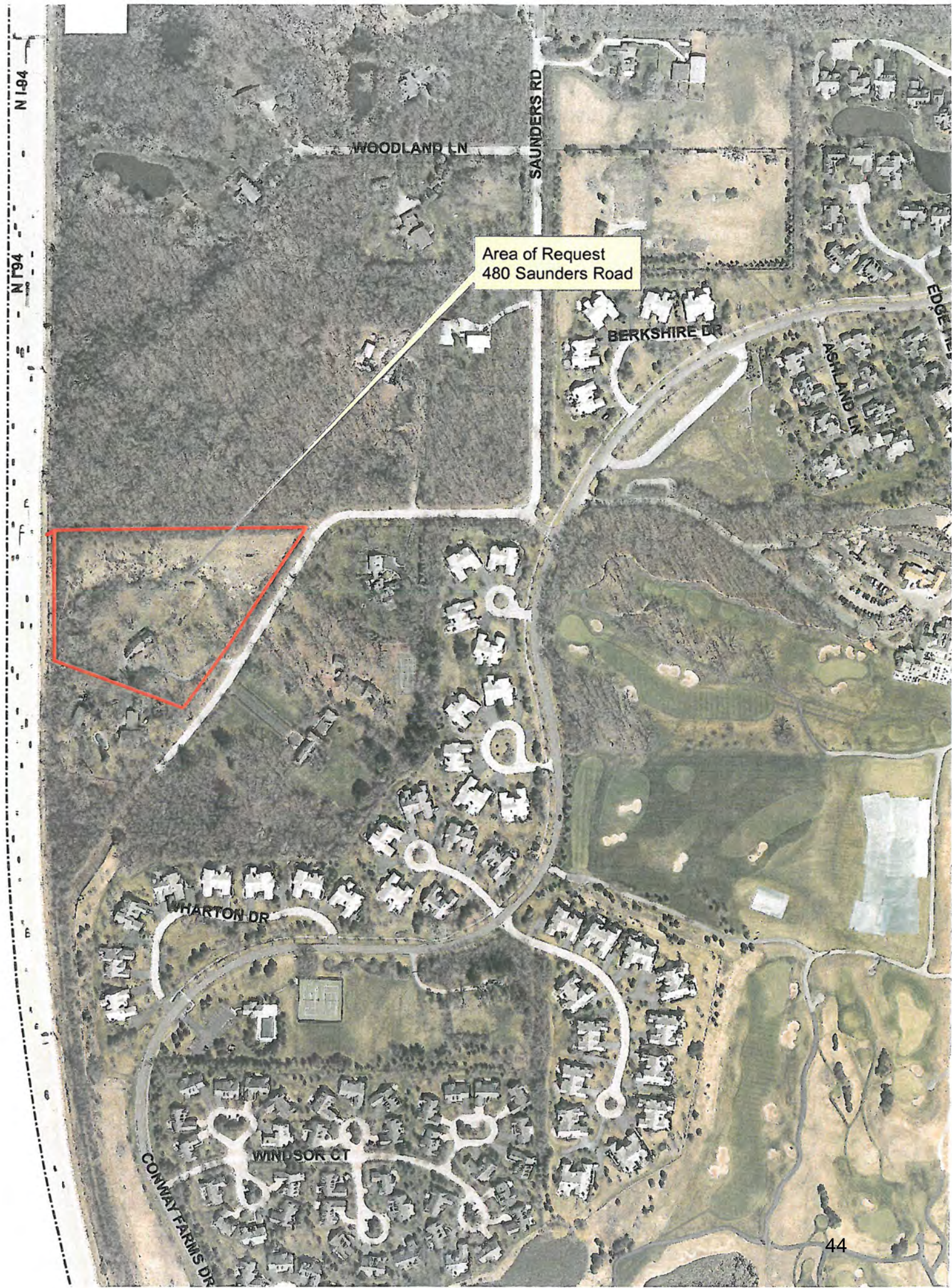
Tag #1507 – 15” Honey Locust

Tag #250 – 40” Bur Oak (The roots of this tree are covered by the existing driveway and it may impacted by removal of this surface however, this is the most significant tree on the site.)

Consideration should be given to modifying the setbacks and buildable areas on the lots to the extent possible in an effort to save some or all of the key trees listed above. A tree protection plan, with pre and post construction treatments detailed should be submitted for review and approval by the City Arborist as part of the final phase of this subdivision. The remaining trees and vegetation on the property are not significant.

Public Notice

Public notice of this hearing was published in a newspaper of local circulation and was mailed by the City to residents and property owners in the surrounding area. The agenda for this meeting was posted at five public locations and on the City’s and website. Two neighboring property owners testified in support of the proposed subdivision noting that redevelopment of the property is welcome.



Area of Request
480 Saunders Road

TREE INVENTORY
CONDITIONS: 1=BEST; 6=DEAD
FORM: 1=BEST; 6=WORST

Tag No.	Common Name	Scientific Name	Size	Class	Form	Notes
101	White Oak	Quercus alba	12	1	1	
102	White Oak	Quercus alba	12	1	1	
103	White Oak	Quercus alba	12	1	1	
104	White Oak	Quercus alba	12	1	1	
105	White Oak	Quercus alba	12	1	1	
106	White Oak	Quercus alba	12	1	1	
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199	White Oak	Quercus alba	12	1	1	
200	White Oak	Quercus alba	12	1	1	

NORTHERN ILLINOIS
TOLL HIGHWAY NO. 94
(EXCEPTION)



LOCATION MAP

SCALE IN FEET
0 40 80 120 160

MRT 8-17-16
DRAWN BY: DATE: REVISE LOT SIZES

REVISIONS

DRAWN BY: DATE: REVISIONS

DESIGNED BY: DRF/JMT
CHECKED BY: DRF
APPROVED BY: DRF
DATE: 8-4-15
DATE: 8-4-15
DATE: 8-4-15



GREENGARD, INC.
Engineers • Surveyors • Planners
111 Barclay Blvd., Suite 310, Lincolnshire, Illinois 60069-3615
PHONE: 847-634-3663 FAX: 847-634-3667
E-MAIL: 231@GREENGARDINC.COM
ILL. REGISTRATION NO. 164-000995

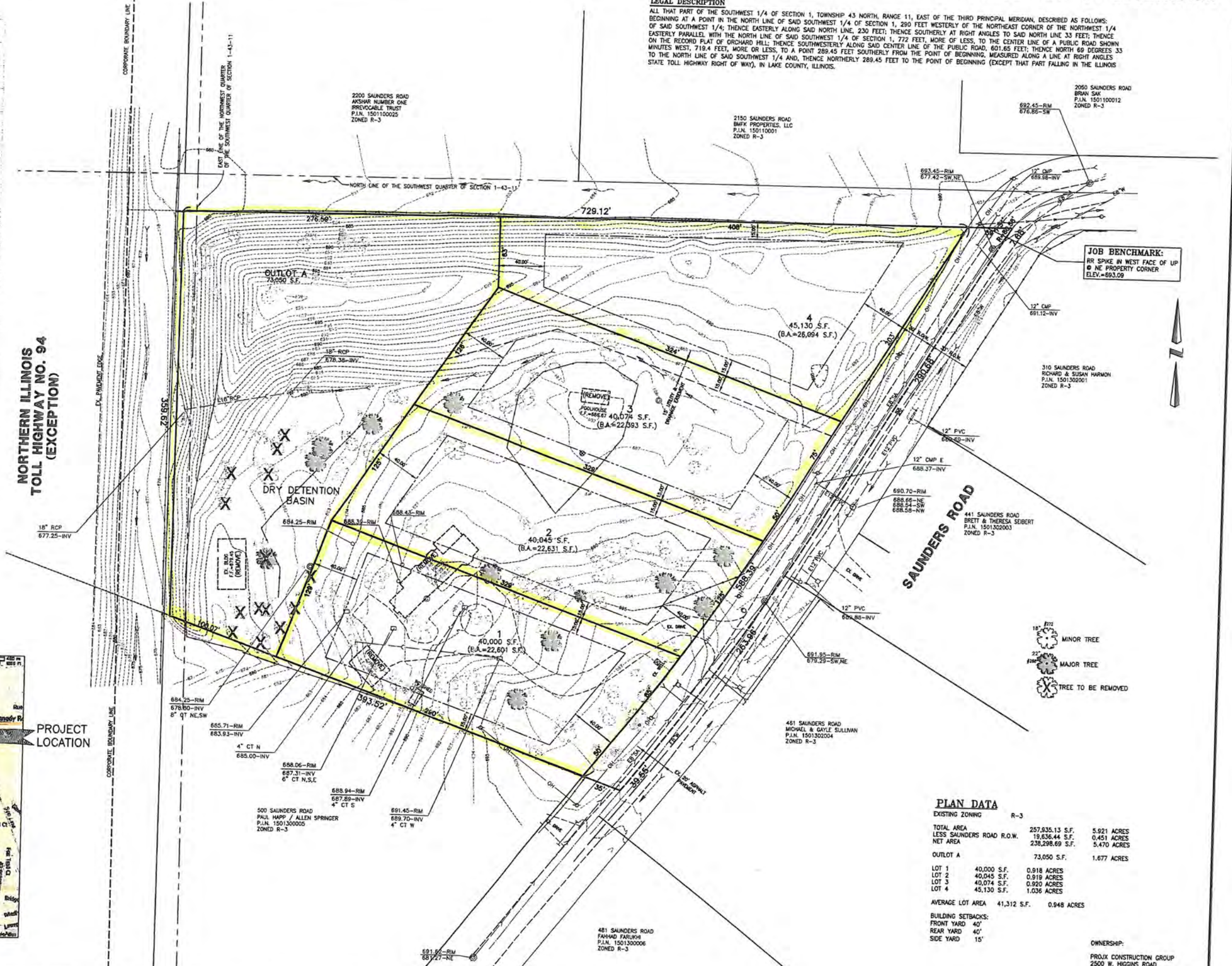
SCALE: 1"=40'
DRAWING NO. 61120
SHEET 1 of 2

SAUNDERS ESTATES - LAKE FOREST
TENTATIVE PLAT

LEGAL DESCRIPTION

ALL THAT PART OF THE SOUTHWEST 1/4 OF SECTION 1, TOWNSHIP 43 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS:
BEGINNING AT A POINT IN THE NORTH LINE OF SAID SOUTHWEST 1/4 OF SECTION 1, 290 FEET WESTERLY OF THE NORTHEAST CORNER OF THE NORTHWEST 1/4
OF SAID SOUTHWEST 1/4; THENCE EASTERLY ALONG SAID NORTH LINE, 230 FEET; THENCE SOUTHERLY AT RIGHT ANGLES TO SAID NORTH LINE 33 FEET; THENCE
EASTERLY PARALLEL WITH THE NORTH LINE OF SAID SOUTHWEST 1/4 OF SECTION 1, 772 FEET, MORE OR LESS, TO THE CENTER LINE OF A PUBLIC ROAD SHOWN
ON THE RECORD PLAT OF ORCHARD HILL; THENCE SOUTHWESTERLY ALONG SAID CENTER LINE OF THE PUBLIC ROAD, 601.65 FEET; THENCE NORTH 69 DEGREES 33
MINUTES WEST, 719.4 FEET, MORE OR LESS, TO A POINT 289.45 FEET SOUTHERLY FROM THE POINT OF BEGINNING, MEASURED ALONG A LINE AT RIGHT ANGLES
TO THE NORTH LINE OF SAID SOUTHWEST 1/4 AND, THENCE NORTHERLY 289.45 FEET TO THE POINT OF BEGINNING (EXCEPT THAT PART FALLING IN THE ILLINOIS
STATE TOLL HIGHWAY RIGHT OF WAY), IN LAKE COUNTY, ILLINOIS.

TENTATIVE PLAT OF SUBDIVISION



PLAN DATA

EXISTING ZONING R-3	
TOTAL AREA	257,935.13 S.F. 5.921 ACRES
LESS SAUNDERS ROAD R.O.W.	19,636.44 S.F. 0.451 ACRES
NET AREA	238,298.69 S.F. 5.470 ACRES
OUTLOT A	73,050 S.F. 1.677 ACRES
LOT 1	40,000 S.F. 0.918 ACRES
LOT 2	40,045 S.F. 0.919 ACRES
LOT 3	40,074 S.F. 0.920 ACRES
LOT 4	45,130 S.F. 1.036 ACRES
AVERAGE LOT AREA	41,312 S.F. 0.948 ACRES
BUILDING SETBACKS:	
FRONT YARD	40'
REAR YARD	40'
SIDE YARD	15'

OWNERSHIP:
PROXY CONSTRUCTION GROUP
2500 W. HIGGINS ROAD
SUITE 615
HOFFMAN ESTATES, ILLINOIS 60169

**WESTLEIGH FARM
REQUEST TO EXTEND THE
APPROVED PLANNED PRESERVATION SUBDIVISION
AND ASSOCIATED SPECIAL USE PERMIT**

February 14, 2017

Ms. Cathy Czerniak
Director of Community Development
City of Lake Forest
800 Field Drive
Lake Forest, IL 60045

Dear Ms. Czerniak,

As you know, North Shore Builders I, Inc. ("Developer") and Reilly Family Real Estate Limited Partnership/Reilly Family Farm Limited Partnership ("Owner") obtained approval by City Council for a residential development of 34 single family homes in what is known as Westleigh Farm. The subject property is comprised of 47 acres located in west Lake Forest, at the southwest corner of Route 60 (Kennedy Road) and Ridge Road.

On April 18, 2016, the Mayor and City Council of Lake Forest adopted Ordinance 2016-28, an ordinance granting Final Development Plan and Final Plat approval for a Planned Preservation Subdivision under the special use provisions of the R-4 Single Family Residence District of The City of Lake Forest Zoning Code for the subject property. These approvals are due to expire on April 18, 2017, however development work is not scheduled to commence until Summer of 2017, we therefore request that the Mayor and City Council grant a Six (6) month extension of said approvals until no later than October 18, 2017 to provide ample time to adhere to all conditions of Ordinance 2016-28.

We respectfully request that this matter be placed on the next available agenda for consideration by the City Council. Please let us know if you have any questions or require any further information.

Thank you in advance for your cooperation in this matter.

Sincerely,



North Shore Builders I, Inc.

Additional Signatures on following page

Reilly Family Farm Limited Partnership

By: Reilly Ridge Road, LLC
an Illinois limited liability company

Its: General Partner

By: _____
Name: Robert Reilly
Title: Member

By: Mary Elizabeth Reilly
Name: Mary Elizabeth Reilly
Title: Member

By: _____
Name: Antoinette Hudecek
Title: Member

West Suburban Bank as Trustee under Trust
Agreement dated July 21, 2003 and known
As Trust No. 12439

By: _____

Its: _____

Reilly Family Real Estate Limited Partnership

By: Reilly Ridge Road, LLC
an Illinois limited liability company

Its: General Partner

By: _____
Name: Robert Reilly
Title: Member

By: Mary Elizabeth Reilly
Name: Mary Elizabeth Reilly
Title: Member

By: _____
Name: Antoinette Hudecek
Title: Member

Reilly Family Farm Limited Partnership

By: Reilly Ridge Road, LLC
an Illinois limited liability company

Its: General Partner

By: Robert P. Reilly
Name: Robert Reilly
Title: Member

By: _____
Name: Mary Elizabeth Reilly
Title: Member

By: _____
Name: Antoinette Hudecek
Title: Member

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an Illinois limited liability company

Its: General Partner

By: Robert P. Reilly
Name: Robert Reilly
Title: Member

By: _____
Name: Mary Elizabeth Reilly
Title: Member

By: _____
Name: Antoinette Hudecek
Title: Member

Reilly Family Farm Limited Partnership

By: Reilly Ridge Road, LLC
an Illinois limited liability company

Its: General Partner

By: _____
Name: Robert Reilly
Title: Member

By: _____
Name: Mary Elizabeth Reilly
Title: Member

By: Antoinette Hudecek
Name: Antoinette Hudecek
Title: Member

Reilly Family Real Estate Limited Partnership

By: Reilly Ridge Road, LLC
an Illinois limited liability company

Its: General Partner

By: _____
Name: Robert Reilly
Title: Member

By: _____
Name: Mary Elizabeth Reilly
Title: Member

By: Antoinette Hudecek
Name: Antoinette Hudecek
Title: Member 2/15/11

West Suburban Bank as Trustee under Trust
Agreement dated July 21, 2003 and known
As Trust No. 12439

By: _____

Its: _____

Reilly Family Farm Limited Partnership

By: Reilly Ridge Road, LLC
an Illinois limited liability company

Its: General Partner

By: _____
Name: Robert Reilly
Title: Member

By: _____
Name: Mary Elizabeth Reilly
Title: Member

By: _____
Name: Antoinette Hudecek
Title: Member

Reilly Family Real Estate Limited Partnership

By: Reilly Ridge Road, LLC
an Illinois limited liability company

Its: General Partner

By: _____
Name: Robert Reilly
Title: Member

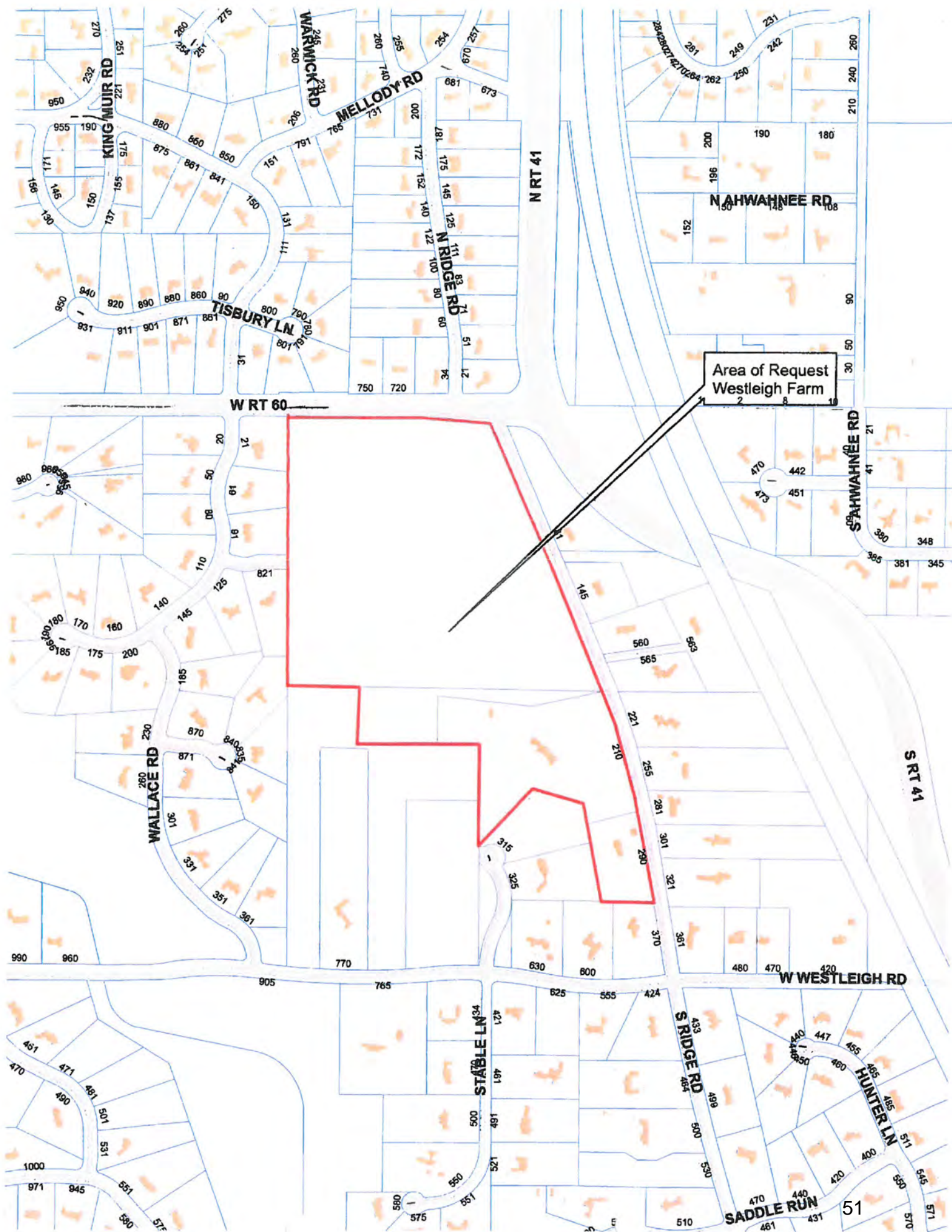
By: _____
Name: Mary Elizabeth Reilly
Title: Member

By: _____
Name: Antoinette Hudecek
Title: Member

West Suburban Bank as Trustee under Trust
Agreement dated July 21, 2003 and known
As Trust No. 12439

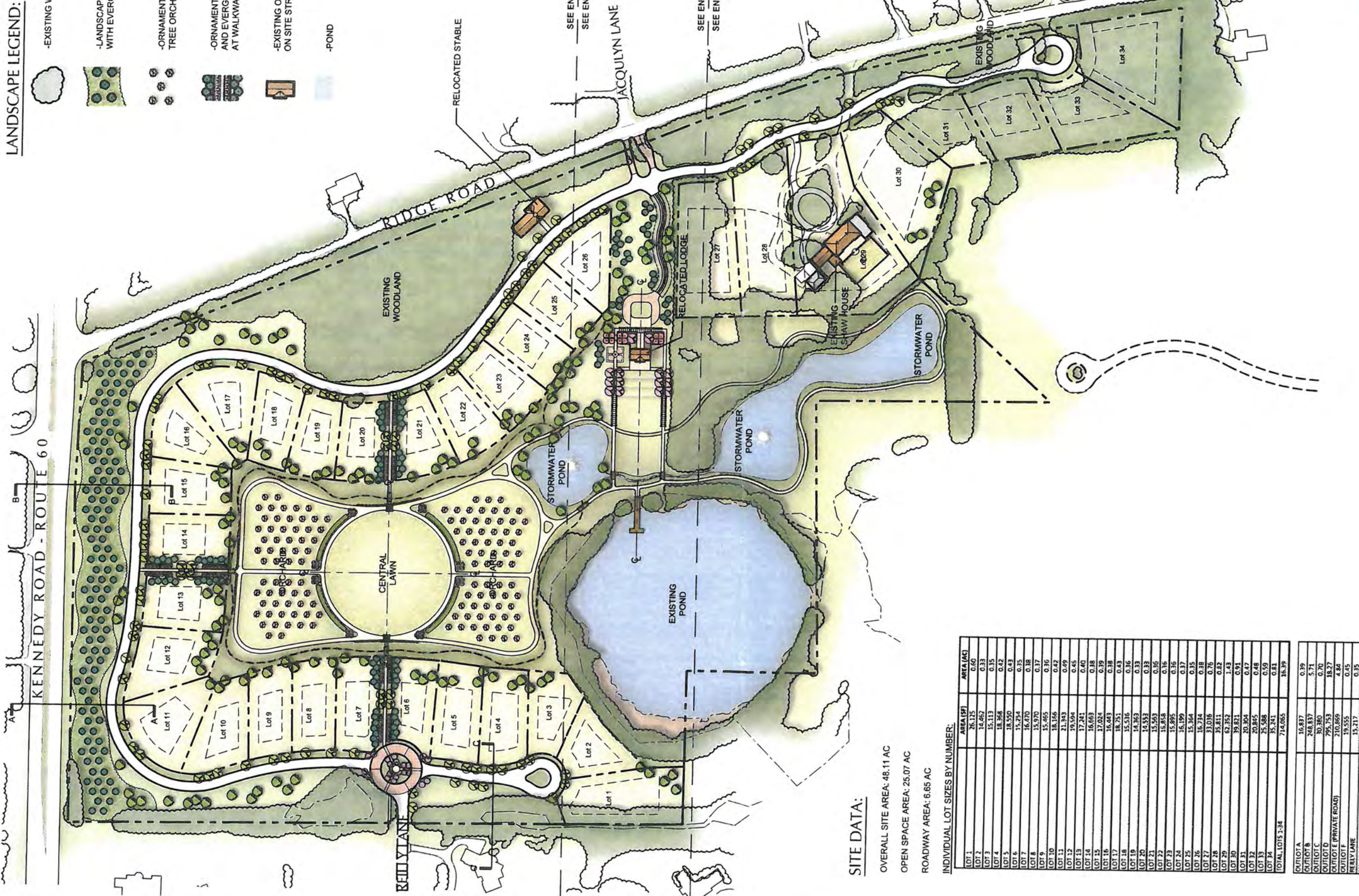
By: WEST SUBURBAN BANK
NOT PERSONALLY BUT AS
TRUSTEE U/T. NO. 12439
Its: BY *Christine Pawlak*
TRUST OFFICER

THIS INSTRUMENT is executed by West Suburban Bank ("WSB") not personally or individually, but solely as trustee as aforesaid in the exercise of its power and authority vested upon and vested in it as such trustee. All the statements, warranties, and representations set forth herein are intended to be advisory only and should be construed accordingly. Notwithstanding any provision to the contrary set forth in this instrument, any recourse against WSB shall be limited to the assets comprising the trust estate and no personal liability shall be asserted or be enforceable against WSB by reason of the terms, promises, agreements, covenants, warranties, representations, indemnifications, or other matters herein set forth, all such personal liability of WSB being expressly waived.



LANDSCAPE LEGEND:

- EXISTING WOODLAND
- LANDSCAPED BERM WITH EVERGREEN SCREEN
- ORNAMENTAL TREE ORCHARD
- ORNAMENTAL PLANTINGS AND EVERGREEN SCREEN AT WALKWAYS
- EXISTING OR RELOCATED ON SITE STRUCTURES
- POND



SITE DATA:

OVERALL SITE AREA: 48.11 AC
OPEN SPACE AREA: 25.07 AC
ROADWAY AREA: 6.65 AC

INDIVIDUAL LOT SIZES BY NUMBER:

LOT	AREA (SF)	AREA (AC)
LOT 1	76,125	0.60
LOT 2	14,462	0.33
LOT 3	15,113	0.35
LOT 4	18,368	0.42
LOT 5	18,550	0.43
LOT 6	15,254	0.35
LOT 7	16,470	0.38
LOT 8	15,970	0.37
LOT 9	15,465	0.36
LOT 10	18,166	0.42
LOT 11	21,343	0.49
LOT 12	19,594	0.45
LOT 13	17,241	0.40
LOT 14	16,663	0.38
LOT 15	17,024	0.39
LOT 16	16,443	0.38
LOT 17	18,751	0.43
LOT 18	15,536	0.36
LOT 19	14,263	0.33
LOT 20	14,553	0.33
LOT 21	15,563	0.36
LOT 22	15,854	0.36
LOT 23	15,095	0.36
LOT 24	16,190	0.37
LOT 25	15,364	0.35
LOT 26	16,744	0.38
LOT 27	31,018	0.76
LOT 28	35,811	0.82
LOT 29	62,362	1.43
LOT 30	39,021	0.91
LOT 31	20,804	0.47
LOT 32	20,845	0.48
LOT 33	35,688	0.82
LOT 34	35,841	0.82
TOTAL, LOTS 1-34	714,085	16.39
OUTLOT A	16,837	0.39
OUTLOT B	248,137	5.71
OUTLOT C	30,380	0.70
OUTLOT D	795,753	18.27
OUTLOT E (PRIVATE ROAD)	210,869	4.84
OUTLOT F	19,555	0.45
RELOC. LANE	15,217	0.35
BRIDGE ROAD	44,093	1.01
TOTAL, OUTLOTS/ROADS	1,381,481	31.71
TERMINATIVE PLAT TOTAL	2,095,566	48.11
TOTAL FROM ATTA	2,095,541	48.11

WESTLEIGH FARM: SITE PLAN

Lake Forest, IL



JUNE, 2015

NORTH SHORE BUILDERS
Northshore Builders
2700 Patriot Boulevard, Suite 430
Glenview, IL 60026

**TENTATIVE PLAT OF SUBDIVISION
WESTLEIGH FARM**



NOTES:

1. THIS REPORT IS SUBJECT TO MATTERS OF TITLE WHICH MAY BE REVEALED BY A CURRENT TITLE SEARCH.
2. MEASUREMENTS BASED ON THE LUNDSIDE EAST STATE PLANE COORDINATE SYSTEM.
3. ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF.
4. NO DIMENSIONS SHALL BE DERIVED FROM SCALE MEASUREMENT.
5. SEE PRELIMINARY ENGINEERING FOR SITE TOPOGRAPHY.
6. FOR ALL NOTES AND REMARKS ON LOT 17, THE RECORDING OF DOCUMENT 2004-011, MONITORING AND EXTENSIVELY USED IN ACCORD WITH THE SETBACKS SHOWN ON THE LUNDSIDE EAST STATE PLANE COORDINATE SYSTEM.

LEGAL DESCRIPTION:

LEGAL DESCRIPTION:

PARCELS 1-3: LOT 1 (EXCEPT THAT PART CONTAINED IN THE BELLY FAMILY TRUST SUBDIVISION) AND PART OF LOT 2, SECTION 36, TOWNSHIP 46 NORTH, RANGE 12 EAST, THE THIRD RANGE, COUNTY OF LAKE, ILLINOIS, BEING 1.236 OF THE ACRES OF THE THIRD RANGE, COUNTY OF LAKE, ILLINOIS, AS RECORDED IN BOOK 1,236 OF THE COUNTY CLERK'S OFFICE, COUNTY OF LAKE, ILLINOIS, RECORD NUMBER 7, 2001, AS DOCUMENT #979141, IN LAKE COUNTY, ILLINOIS.

PARCELS 4-5: THE BELLY FAMILY TRUST SUBDIVISION, BEING A SUBDIVISION OF LOT 1 AND PART OF LOT 2, IN RANGE 12 EAST, THE THIRD RANGE, COUNTY OF LAKE, ILLINOIS, AS RECORDED IN BOOK 1,236 OF THE COUNTY CLERK'S OFFICE, COUNTY OF LAKE, ILLINOIS, RECORD NUMBER 7, 2001, AS DOCUMENT #979141, IN LAKE COUNTY, ILLINOIS.

PARCELS 6-7: THE BELLY FAMILY TRUST SUBDIVISION, BEING A SUBDIVISION OF LOT 1 AND PART OF LOT 2, IN RANGE 12 EAST, THE THIRD RANGE, COUNTY OF LAKE, ILLINOIS, AS RECORDED IN BOOK 1,236 OF THE COUNTY CLERK'S OFFICE, COUNTY OF LAKE, ILLINOIS, RECORD NUMBER 7, 2001, AS DOCUMENT #979141, IN LAKE COUNTY, ILLINOIS.

PARCELS 8-9: LOT 2 OF THE WESTWATERLY 1/4 OF SECTION 36A, TOWNSHIP 46 NORTH, RANGE 12 EAST, THE THIRD RANGE, COUNTY OF LAKE, ILLINOIS, BEING 1.236 OF THE ACRES OF THE THIRD RANGE, COUNTY OF LAKE, ILLINOIS, AS RECORDED IN BOOK 1,236 OF THE COUNTY CLERK'S OFFICE, COUNTY OF LAKE, ILLINOIS, RECORD NUMBER 7, 2001, AS DOCUMENT #979141, IN LAKE COUNTY, ILLINOIS.

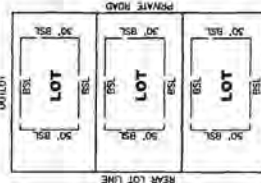
LEGEND:

PUC	PUBLIC UTILITY EASEMENT
EPADUE	INGRESS, EGRESS & PUBLIC UTILITY EASEMENT
EPADUE	PUBLIC UTILITY & DAMAGE EASEMENT
EPADUE	INGRESS, EGRESS & PUBLIC UTILITY EASEMENT
EPADUE	PUBLIC UTILITY, PUBLIC STORM SEWER & DAMAGE EASEMENT
ME	INGRESS, EGRESS EASEMENT
ME	INGRESS & EGRESS EASEMENT
ARC LENGTH	
RADIUS	
BUILDING SETBACK LINE	
RSL	

AREA TABLE LOTS 1-38		
LOT NUMBER	30 FT.	
1	241.33	
2	744.63	
3	181.13	
4	181.13	
5	181.13	
6	181.13	
7	181.13	
8	181.13	
9	181.13	
10	181.13	
11	181.13	
12	181.13	
13	181.13	
14	181.13	
15	181.13	
16	181.13	
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24	181.13	
25	181.13	
26	181.13	
27	181.13	
28	181.13	
29	181.13	
30	181.13	
31	181.13	
32	181.13	
33	181.13	
34	181.13	
35	181.13	
36	181.13	
37	181.13	
38	181.13	
TOTAL AREA LOTS 1-36	44109.7	
AVERAGE AREA LOTS 1-36	1504.4	

AREA TABLE LOTS 27-34		SQ. FT.
LOT NUMBER		
27	33036	
28	33611	
29	32352	
30	32352	
31	32021	
32	32644	
33	32508	
34	33241	
TOTAL AREA LOTS 27-34	272098	
AVERAGE AREA LOTS 27-34	34125	

TYPICAL SETBACK DETAIL



NOTE: SIDE YARD SETBACKS ARE A MINIMUM OF 10' WITH A TOTAL OF 30'



OWNER/SUBDIVIDER:
2700 NORTH BUILDERS
2700 PATRIOT BLVD., SUITE 430
NORTH BAYVIEW, ILLINOIS 60062
(847)580-7516

ENGINEER:
MICHE CONSULTANTS, LLC
8215 W. HOGGINS ROAD, SUITE 500
ROSELAND, ILLINOIS 60018
(847)999-1400

SURVEYOR:
MICHE CONSULTANTS, LLC
8215 W. HOGGINS ROAD, SUITE 500
ROSELAND, ILLINOIS 60018
(847)999-1400

LAND PARTNER:
TESLA ASSOCIATES, INC.
227 GRIFFIN STREET
NORTH BAYVIEW, ILLINOIS 60021
(847)580-7516

NORTH SHORE BUILDERS
2700 PATRIOT BOULEVARD, SUITE 430
GLENVIEW, ILLINOIS 60026

Mackie Consultants, LLC
9575 W. Higgins Road, Suite 500
Rosemont, IL 60018
(847) 696-1400
www.mackieconsult.com

**TENTATIVE PLAT OF SUBDIVISION
WESTLEIGH FARM
LAKE FOREST, ILLINOIS**

SHEET

PROJECT NUMBER:	2542
© MACKIE CONSULTANTS, LLC, 2008	
ILLINOIS EIGHT FIFTEEN 18, 2008	

§ 150.384 PRIVATE SEWAGE TREATMENT SYSTEMS.

(A) Sanitary Sewer. Each premises requiring sanitary sewer service shall have a separate and independent connection to a public sanitary sewer where a public sanitary sewer is ~~available or~~ accessible. If a sanitary sewer is not accessible to a property, then a private sanitary sewer and sewage treatment system may be constructed and maintained within the property limits at the expense of the owner subject to first obtaining all required approvals from the Lake County Health Officer. Plans and specifications for private sanitary sewers and sewage treatment systems shall, in addition to being submitted to Lake County, be submitted to and are subject to approval by the City Council or its duly authorized designee before construction is started. For purposes of this section, a public sewer shall be deemed "accessible" if available in the public street or alley abutting a property requiring sewer service, or the public sewer is located within 250 feet from any of the property lines of a single family dwelling and 1,000 feet from the nearest property boundary of a non-residential, multi-family or subdivision property boundary. The owner of any property currently dependent upon the use of private sewers and treatment systems shall, within six months after the completion of a public sanitary sewer in a public street, way or easement upon which such property abuts or ~~after which makes~~ the sanitary sewer ~~becomes~~ accessible as defined above, shall connect the sanitary sewer from such property into the public sanitary sewer ~~without expense to the City and~~ in the manner provided by ordinance and thereupon discontinue the use of any private sewage treatment system unless the City Council, in its sole discretion, finds that the conditions of Section 150.384(B) are satisfied.

(B) Existing Private Sewage System – Interim Continued Use Permitted. Notwithstanding any State, County or local regulations to the contrary, in areas where new sanitary sewers are installed and in areas where sanitary sewers are currently in place and existing structures are served by private sewage treatment systems, the City will not require existing buildings to connect immediately to a public sewer if, upon request of the property owner, the City Council finds that (i) at least one of the following conditions 1 through 5 are met, and (ii) conditions 6 through 8 are ~~all~~ met and will continue to be satisfied.

- (1) The property is within a Special Service Area established by the City and the assessment period has not yet terminated;
- (2) The residence to be served would require a sanitary sewer service of more than 500 lineal feet;
- (3) Due to the surrounding pattern of development and the location of the existing public sanitary sewer, the property cannot ~~reasonably~~ be served without practical or financial hardship;
- (4) A unique lot configuration or the topography of the site makes the extension of public sanitary sewer service particularly difficult or complex;
- (5) The property is in an area likely to experience future subdivision and development resulting in a ~~logical extension of more feasible means of extending the~~ public sanitary sewer service into the area by which the property will be served.
- (6) Evidence is submitted to the Director of Community Development that a covenant, approved by the City Attorney, is recorded with the County Recorder of Deeds

documenting that public sanitary sewer is accessible to the property and that continued use of a ~~Private Sewage System~~ private sewage system is authorized only on an interim basis.

(7) The property is in full compliance with the Certification requirements set forth in Section 150.384 (D).

(8) No unauthorized effluent is being discharged to storm sewers, streams or other overland water courses and no cross connection exists between the private sanitary sewer system and any storm sewer; except that cross connections permitted and approved by Lake County and in full compliance with the City's certification requirement as set forth in Section 150.384(D) may be maintained (such cross connections hereinafter being referred to in this Section as an "*Authorized Connection*"),

(C) Sanitary Sewer Connection Required. If, in the determination of the City, the public sanitary sewer system is accessible as defined in Section 150.384(A), connection to the public sewer system is required:

(1) for any subdivision of property;

(2) if all required Certifications of maintenance and proper operation of the private sewage system are not submitted in accordance with City requirements or if any such Certification shows deficiencies in maintenance or operation of the system;

(3) if replacement or significant repair of the system is required by Lake County or deemed necessary by an authorized inspector;

(4) as a condition of the issuance of a permit authorizing the demolition of 50% or more of the existing dwelling;

(5) as a condition of the issuance of a permit authorizing an expansion of the square footage of the dwelling by 50% or more;

(6) as a condition of the issuance of a permit authorizing the upgrading or addition of plumbing fixtures that for improvements on the property that, in the determination of Lake County, trigger expansion or enhancement of the private sewage system in any form;

(7) if a cross connection (other than an Authorized Connection) exists and, after notification by the City, the property owner fails to take corrective action to eliminate said cross connection within 60 days of the date of the notice; or

(8) at any time that it is determined by the City or Lake County that the private sewage system can no longer function in a satisfactory manner.

(D) Certification of Maintenance and Proper Operation Required. The owner of any property within the City limits served by a private sewage treatment system is required to submit certification to the Director of Community Development on an annual basis (or, for a private sewage treatment system with an Authorized Connection, on a semi-annual basis) in accordance with the following:

(1) Certification must be submitted by a State Licensed Private Sewage Disposal System Installation Contractor, Environmental Health Practitioner, Illinois Department of Public Health agent, local health department agent or a Licensed Professional Engineer.

(2) Certification must include dates of inspection of the on site system and verification that said system is operating in full compliance with applicable State, County and local regulations; that no cross connections to a storm sewer exist (excluding Authorized Connections) and that the system does not present a health or environmental hazard.

(3) Certifications must be submitted in accordance with deadlines established

by the Director of Community Development.

(4) In addition to the required Certifications, as a condition of issuance of any transfer stamp pursuant to Sections 39.155 et seq. of the City Code, a Certification meeting the requirements of this Section 150.384(D) must be filed with the Director of Community Development that is dated not more than 120 days prior to the issuance of such transfer stamp.

(E) Non-Single Family Residential Buildings. No apartment house, lodging house, hotel, restaurant, hospital, school, clubhouse, convent or similar building or use shall hereafter be erected or established in the city unless ~~there is a public sanitary sewer in the street abutting thereon or a private sewer connecting directly with a public sanitary sewer. Every such building shall have its plumbing system~~ is connected ~~with~~to a public sanitary sewer before receiving a final certificate of occupancy.

(F) Rain or surface water, including that from roofs, areaways, pavements and footing drains, shall not be discharged into or through a private sewage treatment system or a public sanitary sewer. Surface water may be discharged into an acceptable storm sewer.

(G) Rain or surface water may not be discharged into leaching fields.

(H) Private sewage treatment systems. The following shall apply as minimum technical standards. All private sewage treatment systems must also be in full conformance with all applicable ~~Lake County Code provisions~~ and ~~applicable~~ State regulations and requirements.

(1) Any effluent discharged into streams, storm sewers or other flowing watercourses shall conform to the ~~minimum~~ regulations set forth in the *Water Pollution Regulations of Illinois* published by the State Environmental Protection Agency. Cross connection to the storm sewer shall be remedied in accordance with applicable Code and legal requirements

(2) Private sewage treatment tanks shall be constructed in full compliance with Lake County regulations.

(3) Private sewage treatment systems shall not be constructed or installed on any lot or tract where the only means of disposal of treated effluent is by seepage or leaching into the soil, unless percolation tests have been made at the site under the supervision of the County Health Department, and the results of the tests have been approved by the Health Department. The methods of conducting the tests shall be as required by the County Health Department.

(4) A permit from the County Health Department for the construction of a sewage disposal field shall be submitted to the Director of Community Development prior to the issuance of a building permit by the City authorizing any construction requiring a private sewage system.

(Prior Code, § 9-187) (Ord. 898, passed 11-5-1973; Ord. 936, passed 1-6-1975; Ord. 974, passed 1-17-1976; Ord. 94-11B, passed 4-21-1994)

THE CITY OF LAKE FOREST

ORDINANCE NO. 2017 - ____

AN ORDINANCE AMENDING SECTION 150.384 – “SEWAGE AND SEWAGE DISPOSAL” OF THE CITY CODE

WHEREAS, The City of Lake Forest is a home rule, special charter municipal corporation; and

WHEREAS, from time to time it is appropriate to review, update and modify the City Code of Lake Forest (the “**City Code**”) to assure that it appropriately reflects current practices and trends, is clear, and addresses new issues that may arise; and

WHEREAS, at the direction of the City Council, the Public Works Committee reviewed Section 150.384 of the City Code and considered updates and clarifications; and

WHEREAS, the City’s Comprehensive Plan states that all existing and future development should be served by a public sanitary sewer; and

WHEREAS, the City has, on an ongoing basis, worked with owners of properties currently served by private sewage treatment systems to plan for and provide funding mechanisms to support the extension of public sewers to make them accessible; and

WHEREAS, the City has determined that connection to the public sanitary sewer, and decommissioning of private sewer treatment systems, when public sewer is accessible, benefits the health, environment and general welfare of the community; and

WHEREAS, the Mayor and City Council, having considered the recommendation of the Public Works Committee, have determined that adopting this Ordinance and amending Chapter 150.384 of the City Code relating to sewage systems, hereinafter set forth, will be in the best interests of the City and its residents;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, AS FOLLOWS:

SECTION ONE: **Recitals.** The foregoing recitals are hereby adopted by this reference as the findings of the City Council and are hereby incorporated into this Section as if fully set forth.

SECTION TWO: **Amendment to Section 150.384.** Section 150.384, entitled "Sewage and Sewage Disposal," of the City Code is hereby amended as follows:

- Section 150.384 is hereby amended in part and shall hereafter be and read as reflected in Exhibit A which is attached hereto and made a part hereof.

SECTION THREE: **Recordation.** The City Clerk is hereby authorized and directed to cause a certified copy of this Ordinance to be recorded in the Office of the Lake County Recorder along with a boundary description of the current corporate limits of the City so that this Ordinance is a matter of record for all properties within the corporate limits of the City.

SECTION FOUR: **Effective Date.** This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this ____ day of ____, 2017

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this ____ day of ____, 2017

Mayor

ATTEST:

City Clerk

Exhibit A
Amended Section 150.384 (with blackline amendments)

§ 150.384 SEWAGE AND PRIVATE SEWAGE TREATMENT SYSTEMS SEWAGE DISPOSAL.

(A) Sanitary Sewer. Each premises requiring sanitary sewer service shall have a separate and independent connection to a public sanitary sewer where a public sanitary sewer is ~~available or~~ accessible. If a sanitary sewer is not ~~available in the public street or alley abutting a property requiring sewer service, or there is no public sanitary sewer accessible within 500 feet from any of the property lines, accessible to a property, then~~ a private sanitary sewer and sewage treatment system may be constructed and maintained within the property limits at the expense of the owner subject to first obtaining all required approvals from the Lake County Health Officer. Plans and specifications for private sanitary sewers and sewage treatment systems shall, in addition to being submitted to Lake County, be submitted to and are subject to approved approval by the City Council or its duly authorized designee ~~before construction is started.~~ For purposes of this section, a public sewer shall be deemed "accessible" if available in the public street or alley abutting a property requiring sewer service, or the public sewer is located within 250 feet from any of the property lines of a single family dwelling and 1,000 feet from the nearest property boundary of a non-residential, multi-family or subdivision property boundary. The owner of any property ~~requiring sanitary sewer services, and currently~~ dependent upon the use of private sewers and treatment systems shall, within six months, after the completion of a public sanitary sewer in a public street, way or easement upon which such property abuts, or after ~~connect the sanitary sewer becomes accessible as defined above, shall connect from such property into the sanitary sewer from such property into the public sanitary sewer without expense to the City and in the manner provided by ordinance and thereupon discontinue the use of any private sewage treatment system, unless the City Council, in its sole discretion, finds that the conditions of Section 150.384(B) are satisfied.~~

(B) Existing Private Sewage System - Interim Continued Use Permitted. Notwithstanding any State, County or local regulations to the contrary, in areas where new sanitary sewers are installed and in areas where sanitary sewers are currently in place and existing dwellings structures are served by private sewage treatment systems, the City will not require existing buildings to connect immediately to a public sewer if, upon request of the property owner, may be permitted to continue using a private sewage disposal system with the approval of the City Council finds that (i) at least one of subject to the following conditions 1 through 5 are met, and (ii) conditions 6 through 8: are all met and will continue to be satisfied.

(1) The existing private sewage treatment system has been tested and certified by the City Health Officer, or his or her Deputy, to be in satisfactory working condition;

(2) The property is within a Special Service Area established by the City and the assessment period has not yet terminated;

(3) The residence to be served would require a sanitary sewer service of more than 500 lineal feet; and

(4) Due to the surrounding pattern of development and the location of the existing public sanitary sewer, the property cannot be served without practical or financial hardship;

(4) A unique lot configuration or the topography of the site makes the extension of public sanitary sewer service particularly difficult or complex;

(5) The property is in an area likely to experience future subdivision and development resulting in a more feasible means of extending the public sanitary sewer service into the area by which the property will be served.

(36) Evidence is submitted to the Director of Community Development that ~~The execution of a covenant, approved by the City Attorney, is by the owner, to be recorded~~ with the County Recorder of Deeds documenting that public sanitary sewer is accessible to the property and that continued use of a private sewage system is authorized only on an interim basis.

(7) The property is in full compliance with the Certification requirements set forth in Section 150.384 (D). ~~, agreeing to connect the building to the sanitary sewer at the time of any subdivision of the owned premises, or at any time that it is determined that a private sewage treatment system can no longer function in a manner satisfactory to the City Health Officer.~~

(8) No unauthorized effluent is being discharged to storm sewers, streams or other overland water courses and no cross connection exists between the private sanitary sewer system and any storm sewer; except that cross connections permitted and approved by Lake County and in full compliance with the City's certification requirement as set forth in Section 150.384(D) may be maintained (such cross connections hereinafter being referred to in this Section as an "Authorized Connection").

(C) Sanitary Sewer Connection Required. If, in the determination of the City, the public sanitary sewer system is accessible as defined in Section 150.384(A), connection to the public sewer system is required:

(1) for any subdivision of property;

(2) if all required Certifications of maintenance and proper operation of the private sewage system are not submitted in accordance with City requirements or if any such Certification shows deficiencies in maintenance or operation of the system;

(3) if replacement or significant repair of the system is required by Lake County or deemed necessary by an authorized inspector;

(4) as a condition of the issuance of a permit authorizing the demolition of 50% or more of the existing dwelling;

(5) as a condition of the issuance of a permit authorizing an expansion of the square footage of the dwelling by 50% or more;

(6) as a condition of the issuance of a permit for improvements on the property that, in the determination of Lake County, trigger expansion or enhancement of the private sewage system in any form;

(7) if a cross connection (other than an Authorized Connection) exists and, after notification by the City, the property owner fails to take corrective action to eliminate said cross connection within 60 days of the date of the notice; or

(8) at any time that it is determined by the City or Lake County that the private sewage system can no longer function in a satisfactory manner.

(D) Certification of Maintenance and Proper Operation Required. The owner of any property within the City limits served by a private sewage treatment system is required to submit

certification to the Director of Community Development on an annual basis (or, for a private sewage treatment system with an Authorized Connection, on a semi-annual basis) in accordance with the following:

(1) Certification must be submitted by a State Licensed Private Sewage Disposal System Installation Contractor, Environmental Health Practitioner, Illinois Department of Public Health agent, local health department agent or a Licensed Professional Engineer.

(2) Certification must include dates of inspection of the on site system and verification that said system is operating in full compliance with applicable State, County and local regulations; that no cross connections to a storm sewer exist (excluding Authorized Connections) and that the system does not present a health or environmental hazard.

(3) Certifications must be submitted in accordance with deadlines established by the Director of Community Development.

(4) In addition to the required Certifications, as a condition of issuance of any transfer stamp pursuant to Sections 39.155 et seq. of the City Code, a Certification meeting the requirements of this Section 150.384(D) must be filed with the Director of Community Development that is dated not more than 120 days prior to the issuance of such transfer stamp.

(CE) Non-Single Family Residential Buildings. No apartment house, lodging house, hotel, restaurant, hospital, school, clubhouse, convent or similar building or use shall hereafter be erected or established in the city unless there is a public sanitary sewer in the street abutting thereon or a private sewer connecting directly with a public sanitary sewer. Every such building shall have its plumbing system is connected with to a public sanitary sewer before being occupied receiving a final certificate of occupancy. However, during the pendency of the prohibition against sewer connections by the North Shore Sanitary District in compliance with the order served upon it by the State Pollution Control Board, a private sewage disposal system may be installed to serve a school or hospital upon the following conditions:

(1) That permits be obtained, as required by law or regulations, from all governmental and municipal agencies;

(2) That there is a simultaneously installed sanitary sewer service line to the public sanitary sewer main, complete except only for its connection to the public sanitary sewer main;

(3) That a deposit in the amount of the usual sewer tap fee and in the further sum, as set out in the fee schedule, is made by the applicant to insure satisfactory and proper completion of such connection to the sewer main when such connections are permitted by the North Shore Sanitary District and/or the State Pollution Control Board;

(4) No such sewage disposal system nor any portion or component thereof may be installed in any required side yard nor closer than ten feet of any lot line;

(5) Provided that the applicant agrees, in writing, to disconnect such sewage disposal system and make the connections referred to in division (C)(3) above within ten days of the termination of the prohibition above referred to;

(6) That the entire installation conform to all applicable ordinances of the city;
and

(7) That the city be provided with such agreements, bonds and insurance policies as the City Council deems necessary or desirable to protect the city against any and all obligation or liability arising in any manner out of the installation and operation of such private sewage disposal system.

Comment [CC1]: No longer applicable – outdated.

(~~DF~~) Rain or surface water, including that from roofs, areaways, pavements and footing drains, shall not be discharged into or through a private sewage treatment system or a public sanitary sewer. Surface water may be discharged into an acceptable storm sewer.

(~~EG~~) Rain or surface water may not be discharged into leaching fields.

(~~FH~~) Private sewage treatment systems. The following shall apply as minimum technical standards. All private sewage treatment systems must also be in full conformance with all applicable County and State regulations and requirements.

(1) Any effluent discharged into streams, storm sewers or other flowing watercourses shall conform to the ~~minimum~~ regulations set forth in the *Water Pollution Regulations of Illinois* published by the State Environmental Protection Agency. Cross connection to the storm sewer shall be remedied in accordance with applicable Code and legal requirements

(2) ~~Testing.~~

(a) ~~Aerobic sewage treatment systems shall be periodically checked. A maintenance contract indicating service once every three months shall be secured by the owner of the premises. A copy of the contract shall be kept on file in the Department of Community Development.~~

(b) ~~Tests to determine the quality of the effluent shall be conducted by the Department of Community Development at one month intervals or at the request of the Director of said Department. The test shall be made at the expense of the owner of the property served and the results of the test shall be certified by a qualified laboratory licensed by the state.~~

(3) ~~Private sewage treatment tanks of concrete shall be constructed in full compliance with Lake County regulations, accordance with detailed drawing and specifications on file in the Office of the Director of Community Development.~~

(4) (a) ~~A catch basin grease trap to receive kitchen waste shall be installed in conjunction with private sewage treatment works where the only means of disposal of treated effluent is by seepage or leaching into the soil. Effluent from the catch basin shall be piped to the septic tank.~~

(b) ~~Catch basins built on private property shall be constructed of precast reinforced concrete or segmental concrete block with a four inch thick concrete bottom. The joints shall be mortared on the inside and outside so as to make a water tight basin. The basin will have a sump of not less than four feet and the top of the basin shall be at grade. The outlet shall be a service weight cast iron quarter bend fitting not less than 12 inches end to center. A cast iron T fitting shall be installed within three feet of the grease trap with extension to grade and terminated with a cleanout ferrule. The basin and cleanout detail is further described in Graphic 2 in § 150.400.~~

(c) ~~Catch basins shall be located a minimum of ten feet or more from a foundation wall.~~

(5) Private sewage treatment systems shall not be constructed or installed on any lot or tract where the only means of disposal of treated effluent is by seepage or leaching into the soil, unless percolation tests have been made at the site under the supervision of the County

Comment [CC2]: Outdated language.

Health Department, and the results of the tests have been approved by the Health Department. The methods of conducting the tests shall be as required by the County Health Department.

(64) A permit from the County Health Department for the construction of a sewage disposal field shall be submitted to the ~~Office of the~~ Director of Community Development prior to the issuance of receiving a building permit by the City authorizing any construction requiring a private sewage system.

~~(7) Leaching fields:~~

~~(a) The area of leaching fields shall be as required by the Health Department, but not less than 1,200 square feet of bottom area. The maximum width of a trench shall be three feet, and the distance between trenches shall not be less than three times the width of the trench. Trenches shall be dug not deeper than three feet with bottoms pitched not more than two inches in 100 lineal feet. Each trench shall be dug to the same grade or provided with concrete drop or distribution boxes which will provide for even distribution over the entire field.~~

~~(b) A six inch thick bedding of washed gravel (size one-half inch to three-fourths inch) shall be placed in the bottom of the trench. Four-inch clay field tile or extra heavy corrugated perforated plastic pipe shall then be laid the full length of the trench and covered with a minimum of six inches of washed gravel (size one-half inch to three-fourths inch). The bedding material shall then be covered with a two-inch layer of washed pea gravel to support the backfill. Backfill shall be black organic soil.~~

~~(8) Tank requirements:~~

~~(a) Aerobic sewage treatment systems shall be provided with a minimum 500-gallon trash tank to receive waste prior to treatment through the aeration compartment. Aeration compartments shall have a minimum 850-gallon holding capacity.~~

~~(b) A minimum 500-gallon settling tank shall be provided to receive effluent from the aeration compartment, followed by a sand filter not less than 18 feet by 20 feet or a leaching field.~~

~~(c) Effluent from a sand filter shall be deposited into a chlorination tank having a reservoir capacity of not less than 25 gallons, followed by an inspection box of the same capacity, followed by connection to an approved acceptable storm sewer. The inspection ports shall be used for adding of chlorine and securing effluent samples for testing.~~

~~(9) The typical aerobic sewage treatment (Graphic 6 in § 150.400), shall be used to graphically interpret the requirements of this section.~~

~~(10) Aerobic sewage treatment systems shall only be permitted as interim facilities on lots when no public sanitary sewers are available or accessible, but where storm sewers are available for discharge of the effluent and only until public sanitary sewers are available or accessible, at which time the aerobic sewage treatment system shall be abandoned and the premises connected to the public sanitary sewer as provided in division (A) above.~~

~~(11) Garage floor drain:~~

~~(a) There shall not be a direct connection between any garage or service station floor drain to the sanitary drainage system.~~

~~(b) Residential garage floor drains shall be connected to a single cast iron separator basin which shall be provided with a two-inch vent through the roof by means of a two-inch by four-inch increaser with a trap on the inlet side and outlet side.~~

~~(c) Floor drains in public garages, service stations and motor repair area and multi-family buildings with underground parking shall be required to have a triple basin type separator system. Each separator shall be baffle-trapped on the inlet and outlet side. The top~~

Comment [CC3]: Fully addressed with updates in the Lake County Code.

of the separator system shall be installed no more than one foot below the finished floor level for ease of cleaning and inspection.

- ~~(d) Each floor drain shall be vented.~~
- ~~(e) Clean outs shall be installed as required in § 150.387(E)(3)(a).~~
- ~~(f) Separators shall be provided with individual two inch vents, connected six inches above the flood level of the floor drain or drains and continued through the roof by means of a two inch by four inch increaser. Final discharge of the separator shall be to the sanitary sewer.~~

~~(12) Catch basin.~~

~~(a) A catch basin to separate grease shall be installed for all commercial food preparation establishments. The basin shall be constructed and installed as per the illustration in Graphic 2 in § 150.400.~~

~~(b) Catch basins shall be located a minimum of ten feet from the foundation walls. A four foot minimum inside diameter is required.~~

~~(Prior Code, § 9-187) (Ord. 898, passed 11-5-1973; Ord. 936, passed 1-6-1975; Ord. 974, passed 1-17-1976; Ord. 94-11B, passed 4-21-1994)~~

Comment [CC4]: Fully addressed in Plumbing Section of the City Code.

Comment [CC5]: Fully addressed in the State Plumbing Code.

Exhibit A
Amended Section 150.384 (clean version)

§ 150.384 PRIVATE SEWAGE TREATMENT SYSTEMS.

(A) Sanitary Sewer. Each premises requiring sanitary sewer service shall have a separate and independent connection to a public sanitary sewer where a public sanitary sewer is accessible. If a sanitary sewer is not accessible to a property, then a private sanitary sewer and sewage treatment system may be constructed and maintained within the property limits at the expense of the owner subject to first obtaining all required approvals from the Lake County Health Officer. Plans and specifications for private sanitary sewers and sewage treatment systems shall, in addition to being submitted to Lake County, be submitted to and are subject to approval by the City Council or its duly authorized designee before construction is started. For purposes of this section, a public sewer shall be deemed "accessible" if available in the public street or alley abutting a property requiring sewer service, or the public sewer is located within 250 feet from any of the property lines of a single family dwelling and 1,000 feet from the nearest property boundary of a non-residential, multi-family or subdivision property boundary. The owner of any property currently dependent upon the use of private sewers and treatment systems shall, within six months after the completion of a public sanitary sewer in a public street, way or easement upon which such property abuts or after the sanitary sewer becomes accessible as defined above, shall connect the sanitary sewer from such property into the public sanitary sewer without expense to the City and in the manner provided by ordinance and thereupon discontinue the use of any private sewage treatment system unless the City Council, in its sole discretion, finds that the conditions of Section 150.384(B) are satisfied.

(B) Existing Private Sewage System – Interim Continued Use Permitted. Notwithstanding any State, County or local regulations to the contrary, in areas where new sanitary sewers are installed and in areas where sanitary sewers are currently in place and existing structures are served by private sewage treatment systems, the City will not require existing buildings to connect immediately to a public sewer if, upon request of the property owner, the City Council finds that (i) at least one of the following conditions 1 through 5 are met, and (ii) conditions 6 through 8 are all met and will continue to be satisfied.

(1) The property is within a Special Service Area established by the City and the assessment period has not yet terminated;

(2) The residence to be served would require a sanitary sewer service of more than 500 lineal feet;

(3) Due to the surrounding pattern of development and the location of the existing public sanitary sewer, the property cannot be served without practical or financial hardship;

(4) A unique lot configuration or the topography of the site makes the extension of public sanitary sewer service particularly difficult or complex;

(5) The property is in an area likely to experience future subdivision and development resulting in a more feasible means of extending the public sanitary sewer service into the area by which the property will be served.

(6) Evidence is submitted to the Director of Community Development that a covenant, approved by the City Attorney, is recorded with the County Recorder of Deeds

documenting that public sanitary sewer is accessible to the property and that continued use of a private sewage system is authorized only on an interim basis.

(7) The property is in full compliance with the Certification requirements set forth in Section 150.384 (D).

(8) No unauthorized effluent is being discharged to storm sewers, streams or other overland water courses and no cross connection exists between the private sanitary sewer system and any storm sewer; except that cross connections permitted and approved by Lake County and in full compliance with the City's certification requirement as set forth in Section 150.384(D) may be maintained (such cross connections hereinafter being referred to in this Section as an "*Authorized Connection*"),

(C) Sanitary Sewer Connection Required. If, in the determination of the City, the public sanitary sewer system is accessible as defined in Section 150.384(A), connection to the public sewer system is required:

- (1) for any subdivision of property;
- (2) if all required Certifications of maintenance and proper operation of the private sewage system are not submitted in accordance with City requirements or if any such Certification shows deficiencies in maintenance or operation of the system;
- (3) if replacement or significant repair of the system is required by Lake County or deemed necessary by an authorized inspector;
- (4) as a condition of the issuance of a permit authorizing the demolition of 50% or more of the existing dwelling;
- (5) as a condition of the issuance of a permit authorizing an expansion of the square footage of the dwelling by 50% or more;
- (6) as a condition of the issuance of a permit for improvements on the property that, in the determination of Lake County, trigger expansion or enhancement of the private sewage system in any form;
- (7) if a cross connection (other than an Authorized Connection) exists and, after notification by the City, the property owner fails to take corrective action to eliminate said cross connection within 60 days of the date of the notice; or
- (8) at any time that it is determined by the City or Lake County that the private sewage system can no longer function in a satisfactory manner.

(D) Certification of Maintenance and Proper Operation Required. The owner of any property within the City limits served by a private sewage treatment system is required to submit certification to the Director of Community Development on an annual basis (or, for a private sewage treatment system with an Authorized Connection, on a semi-annual basis) in accordance with the following:

- (1) Certification must be submitted by a State Licensed Private Sewage Disposal System Installation Contractor, Environmental Health Practitioner, Illinois Department of Public Health agent, local health department agent or a Licensed Professional Engineer.
- (2) Certification must include dates of inspection of the on site system and verification that said system is operating in full compliance with applicable State, County and local regulations; that no cross connections to a storm sewer exist (excluding Authorized Connections) and that the system does not present a health or environmental hazard.
- (3) Certifications must be submitted in accordance with deadlines established

by the Director of Community Development.

(4) In addition to the required Certifications, as a condition of issuance of any transfer stamp pursuant to Sections 39.155 et seq. of the City Code, a Certification meeting the requirements of this Section 150.384(D) must be filed with the Director of Community Development that is dated not more than 120 days prior to the issuance of such transfer stamp.

(E) Non-Single Family Residential Buildings. No apartment house, lodging house, hotel, restaurant, hospital, school, clubhouse, convent or similar building or use shall hereafter be erected or established in the city unless its plumbing system is connected to a public sanitary sewer before receiving a final certificate of occupancy.

(F) Rain or surface water, including that from roofs, areaways, pavements and footing drains, shall not be discharged into or through a private sewage treatment system or a public sanitary sewer. Surface water may be discharged into an acceptable storm sewer.

(G) Rain or surface water may not be discharged into leaching fields.

(H) Private sewage treatment systems. The following shall apply as minimum technical standards. All private sewage treatment systems must also be in full conformance with all applicable County and State regulations and requirements.

(1) Any effluent discharged into streams, storm sewers or other flowing watercourses shall conform to the regulations set forth in the *Water Pollution Regulations of Illinois* published by the State Environmental Protection Agency. Cross connection to the storm sewer shall be remedied in accordance with applicable Code and legal requirements

(2) Private sewage treatment tanks shall be constructed in full compliance with Lake County regulations.

(3) Private sewage treatment systems shall not be constructed or installed on any lot or tract where the only means of disposal of treated effluent is by seepage or leaching into the soil, unless percolation tests have been made at the site under the supervision of the County Health Department, and the results of the tests have been approved by the Health Department. The methods of conducting the tests shall be as required by the County Health Department.

(4) A permit from the County Health Department for the construction of a sewage disposal field shall be submitted to the Director of Community Development prior to the issuance of a building permit by the City authorizing any construction requiring a private sewage system.

(Prior Code, § 9-187) (Ord. 898, passed 11-5-1973; Ord. 936, passed 1-6-1975; Ord. 974, passed 1-17-1976; Ord. 94-11B, passed 4-21-1994)

**Lake Forest East Train Station Renovation Project
Summary of Total Cost and Funding Allocation by Source**

<u>Description</u>	Total Cost	Funding Allocation				
		ITEP Funds (\$2,071,520)	The City of Lake Forest Contributions ¹			Metra Contributions (\$347,652)
			General Fund	Sales Tax Transfer Funds	Capital Fund	
Stage 1 (Roof) Total	\$ 798,800	\$ 548,800	\$ -	\$ -	\$ -	\$ 250,000
Stage 2 (Exterior Restoration) Total	\$ 1,624,176	\$ 1,187,109	\$ -	\$ 296,777	\$ 57,800	\$ 67,652
Stage 3 (Interior Renovation) Anticipated Total	\$ 567,064	\$ 335,611	\$ 20,000	\$ 70,526	\$ 110,927	\$ 30,000
Total Costs for Funded Improvements (Stage 1 - 3)	\$ 2,990,041	\$ 2,071,520	\$ 20,000	\$ 367,303	\$ 168,727	\$ 347,652
Percentage	100%	69.3%	0.7%	12.3%	5.6%	11.6%

¹Total City contribution to project is \$556,030 or 18.6% of total project cost

Lake Forest East Train Station Renovation Project
Summary of Unfunded Improvements and Funding Allocation by Source

NOTE: Estimated costs are based on pre-final design (~30%) estimates <u>Description</u>	Total Cost (Or Estimate)	Funding Allocation					
		ITEP Funds	The City of Lake Forest Contributions			Metra Contributions	LFPF Contributions
			General Fund	Sales Tax Transfer Funds	Capital Fund		
<u>Stage 4 (Unfunded Improvements)</u>							
Architectural Design Allowance (Finalize 30%) Drawings	\$ 23,625	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Engineering Design Allowance	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Priority 1 items: Lobby Flooring	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Priority 2 Items: Renovate lobby area, interior woodwork and plastering, and select demolition	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Priority 3 Items: Seating restoration, lighting installation	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Priority 4 Items: New attic access, build out of closet	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Priority 5 Items: Installation of fire protection	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Estimated Costs	\$ 301,125						
Less Proj. Available Balance at End of Stage 3	\$ 127,073	\$ -	\$ -	\$ -	\$ 49,073	\$ -	\$ 78,000
Total Unfunded Balance	\$ 174,052						

July 6, 2016

Mr. Robert Ells
Engineering Supervisor
City of Lake Forest
800 North Field Drive
Lake Forest, IL 60045

Subject: City of Lake Forest – Old Elm Road Drainage Improvements

Dear Mr. Ells:

In March 2013, Baxter & Woodman was retained by the City to perform an analysis of the City's drainage system. The study was completed in November 2014 with recommendations for drainage improvements in ten critical areas throughout the City. One of the recommended improvements was along Old Elm Road, between Green Bay Road and Timber Lane. The project recommendations include upsizing the storm sewer along Old Elm Road from Timber Lane to Green Bay Road and increasing inlet capacity along Timber Lane. Given our familiarity with the existing drainage problems in this area and our expertise in designing drainage improvements for municipalities throughout northeast Illinois, we are pleased to provide you with this proposal for the design and solicitation of construction bids from qualified contractors.

Scope of Services

The following outlines our proposed scope of services.

1. PROJECT MANAGEMENT

- Plan, schedule, and control activities to complete the Project. These activities include, but are not limited to, budget, schedule, and scope. Submit a monthly status report via email describing tasks completed the previous month and outlining goals for the subsequent month.

2. TOPOGRAPHIC SURVEY

- Perform topographic survey of natural and man-made features within the Project limits and at 50-foot intervals including driveways and cross streets to develop base sheets for Project drawings. The Project limits are considered to be:
 - The Old Elm Road Right-Of-Way from the 100' west of the Skokie River to 200' east of Timber Lane (~1,400');
 - The intersections of and 100' extensions up Green Bay Road from Old Elm Road;
 - The intersection of and 800' up Timber Lane from Old Elm Road, including the intersection of Crest Court, and;

- The intersection and 900' up Forest Hill Road from Timber Lane.
 - State plane coordinates and NAVD 88 will be used for horizontal and vertical controls, respectively.
 - Field locate existing property boundary markers within the Project limits.
 - It is anticipated the topographic survey will not require Prevailing Wage for Survey Workers to be paid to technicians performing the work. In the event it is determined the topographic survey is covered work under the Illinois Prevailing Wage Act (820 ILCS 130), Baxter & Woodman, Inc. will negotiate with the City to determine an equitable increase in compensation to meet the requirements of the Act.
3. UTILITY LOCATES
- Complete a Design Stage Request with JULIE, which consists of obtaining names and telephone numbers of utilities located within the work area.
 - Contact utilities, obtain atlases where available, and provide preliminary Drawings to utility companies for their markup and return.
 - If utility relocates are found to be needed due to conflict with a proposed pipeline, work with utility company engineers to provide information and assistance as needed.
4. GEOTECHNICAL INVESTIGATION AND PAVEMENT CORES
- Arrange for a geotechnical sub-consultant to perform up to three (3) pavement cores and soil borings, collect and analyze soil samples, determine groundwater levels, and prepare a written report.
 - Sub-consultant and laboratory services for Geotechnical Investigation and Pavement Cores are estimated to cost \$6,000, which is included in the not-to-exceed amount.
5. MEETINGS
- Hold a kick-off meeting with City staff and the project team to establish clear lines of communication, introduce City staff to the team members, and establish the City's detailed needs, objectives, and goals for the Project. The meeting will also be used to set schedules and guidelines for any future design meetings.
 - Conduct two (2) meetings with staff at times during the design of the Project to clarify staff recommendations, design questions, and/or construction methods. Design meetings will consist of one preliminary "red line" meeting, where the initial layout is approved and one meeting at 75 percent completion.
 - Conduct one (1) public informational meeting for impacted property owners and other stakeholders from the project Area.

- Present the Project at one (1) City Council meeting.
6. SITE VISITS FOR DESIGNERS
- Conduct site visits to familiarize the designer(s) with the site, clarify any discrepancies on the Drawings, and identify the horizontal and vertical alignment of the storm sewer pipe and roadway.
 - Walk the sewer routes with City staff to: resolve deficient/questionable items from the topographic survey; evaluate the condition of existing pavements, drainage structures, and curb and gutter; confirm the horizontal and vertical alignment of new sewers; identify areas conducive for contractor staging; identify parkway features to be protected, and evaluate restoration options.
 - Prepare guidelines for protection of parkway features/trees, traffic control, construction staging, and restoration for the City's use in communicating with residents, and for use during detailed design.
7. SEWER MODELING AND INLET CALCULATIONS
- Update the hydraulic model with detailed design data for the proposed storm sewer improvements to confirm the required storm sewer sizes, elevations, and number, size and location of inlet structures.
 - Modify the model and/or the design and analyze the proposed design to verify it matches the intent of the Project and conforms to the modeling (and vice versa).
8. DESIGN DOCUMENTS
- Develop base sheets from topographic survey data.
 - Prepare CAD-generated plan sheets showing the proposed layout of the storm sewers and structures, utilities, and areas of possible problems or difficulties.
 - Indicate the location of utilities obtained from the best available records, including utility company atlases.
 - Create legends, general notes, details, and designer instructions to contractors, for a final set of construction drawings.
 - Develop a design to include sanitary sewer service line and water service line replacements and/or temporary water services or water system.
 - Prepare a design and details for pavement patching of driveways and streets and curb and gutter replacement.
 - Prepare drawings showing the general scope, extent, and character of construction work to be furnished and performed by the Contractor selected by the City. The set of drawings will

include: a Title Sheet, a Traffic Control Plan, a Stormwater Pollution Prevention Plan, Utility Plans, Utility Crossing Data, Sewer Profiles, Tree Removal and Preservation Plans, Restoration/Landscape Plans, and General Notes.

- Recommend and identify any necessary temporary construction easements, permanent easements, or right-of-way acquisition to complete the proposed improvements. The cost of preparing plats, appraisals, and negotiations (if needed) are not included in the not-to-exceed amount.
- Prepare Specifications in conformance with the format of the Illinois Department of Transportation.

9. CONTRACT DOCUMENTS

- Prepare for review and approval by the City and its legal counsel the forms of Construction Contract Documents consisting of Advertisement for Bids, Bidder Instructions, Bid Form, Agreement, Performance Bond Form, Payment Bond Form, General Conditions, and Supplementary Conditions, where appropriate, based upon City of Lake Forest standard contract documents.

10. ENGINEER'S OPINION OF PROBABLE COST

- Prepare Opinions of Probable Construction and Total Project Costs for the Project including: construction cost; contingencies; construction engineering services; and, on the basis of information furnished by the City, allowances for legal services, financial consultants, and any administrative services or other costs necessary for completion of the Project.

11. PEER AND CONSTRUCTABILITY REVIEWS

- Conduct QA/QC peer reviews of drawings and specifications.
- Utilize Construction Department personnel to provide a review of drawings and specifications.
- Make revisions based upon comments from both engineering and construction department comments.

12. PERMITS AND AGENCY COORDINATION

- Obtain a Watershed Development Permit from the City.
- Submit a Notice of Intent and the Stormwater Pollution Prevention Plan to the IEPA for a General NPDES Permit No. ILR10.
- Obtain an endangered species consultation from IDNR.
- Obtain a historic preservation consultation from IHPA.
- Apply for a City site work permit and/or tree removal and preservation permit, if required.

- Apply for IDOT Highway Permit for Detour Route, if required.
 - **Application and review fees are not included in the not-to-exceed amount.**
13. ASSISTANCE DURING BIDDING
- Assist the City in solicitation of construction bids from as many qualified bidders as possible.
 - Set bid dates with City, create Advertisement for Bids (AFB), provide AFB to City for publication, and mail advertisement to selected prospective bidders.
 - Answer bidders' questions during bid period.
 - Issue necessary addenda to all plan holders as necessary.
 - Attend bid opening with City staff and assist in reviewing and checking of bid package submittals as required.
 - Tabulate bids received and review bid submittals to verify low bid is responsive and responsible.
 - Issue a Letter of Recommendation to Award the construction contract to the City for their action.
14. SUBSURFACE UTILITY INVESTIGATION
- Arrange for a SUE sub-consultant to explore for, and horizontally and vertically locate, existing underground utilities at critical locations.
 - This item will only be completed if needed and as directed by the City.
15. ASSISTANCE DURING CONSTRUCTION
- Assist the City with interpretation of the Design Documents and Contract Documents during the construction phase of the Project.
 - Meet with City staff and/or the contractor during the construction phase of the Project.
 - Advise the City regarding change orders during the construction phase of the Project.
 - This item will only be completed if needed and as directed by the City.
16. ITEMS NOT INCLUDED
- Design of complete road reconstruction within the Project area. We anticipate salvaging one or both curbs along the alignment of the proposed storm sewer, then patching and resurfacing the existing road.
 - Design for replacement of sanitary sewers, water main, and streetlights.

- Easement or right-of-way acquisitions, which are not anticipated for the Project.
- Grant applications.

Schedule

We anticipate receiving notice to proceed on August 19, 2016 and completing the Project by April 28, 2017, except items 13 and 15 from the Scope of Services, which may be completed after May 1, 2017.

City Responsibilities

Provide Baxter & Woodman with subdivision plans and plats of survey along the project limits, which will be used to field locate the limits of the existing right-of-way.

Engineering Fee

The Owner shall pay the Engineer for the services performed or furnished, based upon the Engineer's standard hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses including travel, which in total will not exceed **\$107,000**.

This not-to-exceed fee includes, if directed by the City: (1) up to \$10,500 for services and sub-consultant fees for Subsurface Utility Investigation; (2) up to \$9,500 for Assistance During Construction.

Thank you for the opportunity to submit our Proposal for this Project. Upon your written authorization to proceed, we will begin work immediately. Please contact me if you should have any questions or need additional information.

The attached standard terms and conditions apply to this Proposal. If you find this Proposal acceptable, **please sign and return one copy for our files.**

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



John Ambrose, P.E.
President/CEO

Attachment

CITY OF LAKE FOREST, ILLINOIS

ACCEPTED BY: _____

TITLE: _____

DATE: _____

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STANDARD TERMS AND CONDITIONS

Agreement - These Standard Terms and Conditions, together with the letter proposal, constitute the entire integrated agreement between the Owner and Baxter & Woodman, Inc. (BW) and take precedence over any other provisions between the Parties. These terms may be amended, but only if both parties consent in writing.

Owner's Responsibility - Provide BW with all criteria and full information for the Project. BW will rely, without liability, on the accuracy and completeness of all information provided by the Owner including its consultants, contractor, specialty contractors, manufacturers, suppliers and publishers of technical standards without independently verifying that information. The Owner warrants that all known hazardous materials on or beneath the site have been identified to BW. BW and their consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, unidentified or undisclosed hazardous materials unless this service is set forth in the proposal.

Schedule for Rendering Services - The agreed upon services shall be completed within a reasonable amount of time. If BW is hindered, delayed or prevented from performing the services as a result of any act or neglect of the Owner or force majeure, BW's work shall be extended and the rates and amounts of BW's compensation shall be equitably adjusted in writing executed by all Parties.

Invoices and Payments - The fees to perform the proposed scope of services constitute BW's estimate to perform the agreed upon scope of services. Circumstances may dictate a change in scope, and if this occurs, an equitable adjustment in compensation and time shall be made by all parties. No service for which added compensation will be charged will be provided without first obtaining written authorization from the Owner. BW invoices shall be due and owing by Owner in accordance with the terms and provisions of the Local Government Prompt Payment Act.

Opinion of Probable Construction Costs - BW's opinion of probable construction costs represents its reasonable judgment as a professional engineer. Owner acknowledges that BW has no control over construction costs of contractor's methods of determining prices, or over competitive bidding, of market conditions. BW cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from BW's opinion of probable construction costs.

Standards of Performance - (1) The standard of care for all services performed or furnished by BW, will be completed with the same care and skill ordinarily used by professionals practicing under similar circumstances, at the same time and in the same locality on similar projects. BW makes no guarantees or warranties, express or implied, in connection with its services; (2) BW shall be responsible for the technical accuracy of its services and documents; (3) BW shall use reasonable care to comply with all applicable laws and regulations and Owner-mandated standards; (4) BW may employ such sub-consultants as BW deems necessary to assist in the performance or furnishing of the services, subject to reasonable, timely, and substantive objection by Owner; (5) BW shall not supervise, direct, control, or have authority over any contractor work, nor have authority over or be responsible for the means, methods, techniques sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety of the site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work; (6) BW neither guarantees the performance of any contractor nor assumes responsibility for contractor's failure to furnish and perform the work in accordance with the contract documents; (7) Engineer is not acting as a municipal advisor as defined by the Dodd-Frank Act. Engineer shall not provide advice or have any responsibility for municipal financial products or securities. (8) BW is not responsible for the acts or omissions of any contractor, subcontractor, or supplier, or any of their agents or employees or any other person at the site or otherwise furnishing or performing any work; (9) Shop drawing and submittal review by BW shall apply to only the items in the submissions and only for the purpose of assessing if upon installation or incorporation in the Project work they are generally consistent with the construction documents. Owner agrees that the contractor is solely responsible for the submissions (regardless of the format in which provided, i.e. hard copy or electronic transmission) and for compliance with the construction documents. Owner further agrees that BW's review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to safety programs or precautions. BW's consideration of a component does not constitute acceptance of the assembled item; (10) BW's site observation during construction shall be at the times agreed upon in the Project scope. Through standard, reasonable means, BW will become generally familiar with observable completed work. If BW observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and Owner for them to address.

Insurance - BW will maintain insurance coverage with the following limits and Certificates of Insurance will be provided to the Owner upon written request:

Worker's Compensation:	Statutory Limits	Excess Umbrella Liability:	\$5 million per claim and aggregate
General Liability:	\$1 million per claim	Professional Liability:	\$5 million per claim
	\$2 million aggregate		\$5 million aggregate
Automobile Liability:	\$1 million combined single limit		

BW's liability under this Agreement, based on any theory of liability or for any cause of action, shall not exceed the total amount of BW's contract amount for the project. Any claim against BW arising out of this Agreement may be asserted by the Owner, but only against the entity and not against BW's directors, officers, shareholders or employees, none of whom shall bear any liability and may not be subject to any claim.

Indemnification and Mutual Waiver – (1) To the fullest extent permitted by law, BW shall indemnify and hold harmless the Owner and its officers and employees from claims, costs, losses, and damages arising out of or relating to the Project, provided that such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of BW or its officers, directors, employees, agents, or consultants; (2) Owner shall indemnify and hold harmless BW and its officers, directors, employees, agents and consultants from and against any and all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court, arbitration, or other dispute resolution costs) arising out of or relating to the Project provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death of to injury or destruction of tangible property, including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of Owner or its officers, directors, employees, consultants, or others retained by or under contract to the Owner with respect to this Agreement or to the Project; (3) To the fullest extent permitted by law, Owner and BW waive against each other, and the other's employees, officers, directors, insurers, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project; (4) In the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of the ENGINEER and OWNER, they shall be borne by each party in proportion to its negligence; (5) The Owner acknowledges that BW is a business corporation and not a professional service corporation, and further acknowledges that the corporate entity, as the party to this contract, expressly avoids contracting for individual responsibility of its officers, directors, or employees. The Owner and BW agree that any claim made by either party arising out of any act of the other party, or any officer, director, or employee of the other party in the execution or performance of the Agreement, shall be made solely against the other party and not individually or jointly against such officer, director, or employees.

Termination - Either party may terminate this Agreement upon ten (10) business days' written notice to the other party in the event of failure by the other party to perform with the terms of the Agreement through no fault of the terminating party. A condition precedent to termination shall be an opportunity for the Parties to meet. If this Agreement is terminated, Owner shall receive reproducible copies of drawings, developed applications and other completed documents. Owner shall be liable for, and promptly pay for all services and reimbursable expenses rendered to the date of suspension/termination of services.

Use of Documents - BW documents are instruments of service and BW retains ownership and property interest (including copyright and right of reuse). Client shall not rely on such documents unless in printed form, signed or sealed by BW or its consultant. Electronic format of BW's design documents may differ from the printed version and BW bears no liability for errors, omissions or discrepancies. Reuse of BW's design documents is prohibited and Client shall defend and indemnify BW from all claims, damages, losses and expenses, including attorney's fees, consultant/expert fees, and costs arising out of or resulting from said reuse. BW's document retention policy will be followed upon Project closeout, and project documents will be kept for a period of 14 years after Project closeout.

Successors, Assigns, and Beneficiaries – Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or BW to any third party, including any lender, Contractor, Contractor's subcontractor, supplier, manufacturer, other individual, entity or public body, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement are for the sole and exclusive benefit of the Client and BW and not for the benefit (intended, unintended, direct or indirect) of any other entity or person.

Dispute Resolution - All disputes between the Parties shall first be negotiated between them for a period of thirty (30) days. If unresolved, disputes shall be then submitted to mediation as a condition precedent to litigation. If mediation is unsuccessful, litigation in the county where the Project is pending shall be pursued.

Miscellaneous Provisions – (1) This Agreement is to be governed by the law of the state or jurisdiction in which the Project is located. (2) All notices must be in writing and shall be deemed effectively served upon the other party when sent by certified mail, return receipt requested; (3) All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason; (4) Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the Owner and BW, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close to expressing the intention of the stricken provision; (5) A party's non-enforcement of any provision shall not constitute a waiver of the provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement; (6) To the fullest extent permitted by law, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory periods of limitation shall commence, no later than the date of substantial completion, which is the point where the Project can be utilized for the purposes for which it was intended.