

THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA

**** Tuesday, February 19, 2019 at 6:30 pm**

City Hall Council Chambers
220 E. Deerpath, Lake Forest

Honorable Mayor, Robert Lansing

Prudence R. Beidler, Alderman First Ward

James E. Morris, Alderman First Ward

Timothy Newman, Alderman Second Ward

Melanie Rummel, Alderman Second Ward

Jack Reisenberg, Alderman Third Ward

James Preschlack, Alderman Third Ward

Michelle Moreno, Alderman Fourth Ward

Raymond Buschmann, Alderman Fourth Ward

CALL TO ORDER AND ROLL CALL

6:30pm

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

**A. Announcement of the Ninth Recipient of The Lawrence R. Temple
Distinguished Public Service Award
-John A. Looby, III**

*PRESENTED BY: Temple Award Committee Members
Maddie Dugan, Chairman, Tom Swarthout, Deborah Saran and Catherine Waldeck
STAFF CONTACT: Margaret Boyer, City Clerk (847-810-3674)*

BACKGROUND/DISCUSSION: This award is made annually in memory of Lawrence R. Temple, who was serving the City as Alderman representing the Third Ward when he suddenly died on August 12, 2000. A twenty-four year resident, Temple previously had served as a member of the Plan Commission and the Building Review Board. Temple chaired the Building Review Board from 1993 until 1998. At the time the award was established, at the urging of several of Temple's colleagues, then-Mayor Howard J. Kerr observed: "He loved Lake Forest and worked hard to protect its character and quality of life. He had the capacity to relate to and work with people to bring understanding, comprise, and solution of difficult issues."

In 2014 the City Council re-instated the Larry Temple Public Award Committee. Nominations were solicited from Lake Forest residents to honor a living volunteer in community organizations or local government in The City of Lake Forest for distinguished public service. This year, the Committee selected John A. Looby, III as the recipient of the Service award for 2018.

While as a resident and a leader in the business community, John Looby III accomplished many things in his life that were necessary and non-negotiable, all while he chose to say "yes" to virtually all requests for his help with City matters, whether on a City Board or Commission or as a "citizen-at-large".

Residents interested in nominating a worthy candidate for 2019 can do so with nominations accepted through November 30, 2019. The Committee will meet, and the award winner selected for 2019 will be announced at the first meeting in February 2020. To nominate a candidate for this award, residents should contact the City Clerk.

A copy of the award can be found on **page 10**.

2. COMMENTS BY CITY MANAGER

3. COMMITTEE REPORTS

PUBLIC WORKS COMMITTEE

1. Approval of Modifications to the Stormwater Management Policy

PRESENTED BY: *Jim Lockfeer, Public Works Management Analyst (810-3542)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee requests approval of modifications to the Stormwater Management Policy (SMP hereafter). Modifications include additions to the policy to clearly identify and incorporate ravines. Additionally there are various modifications to other language and a revised order of the sections within the policy.

BACKGROUND/DISCUSSION: On March 7, 2016 the City Council approved the SMP. The adopted policy outlines both the City's and private property owner's responsibility for stormwater management. The policy explains that the basis for managing stormwater issues must follow the rules and regulations outlined in County's Watershed Development Ordinance. The policy provides a procedure for property owners to request a review of a stormwater concern on their property. The policy also outlines the process for reviewing and placing a proposed storm sewer project on the City's five-year Capital Improvement Program.

Following the July, 2017 flooding event, the Public Works Department began a comprehensive ravine inventory and evaluation program. As part of the program, staff began to discuss a need for a ravine management policy that clearly identifies the responsibilities of both public and private ravines. As discussions continued with the City Attorney, it was recommended that instead of creating a separate policy for ravines, modifications to the existing SMP would more easily incorporate and identify ravine storm water issues.

The modified policy now clearly identifies and incorporates ravines. It now outlines, like other private stormwater management issues, private ravine issues are the responsibility of the private homeowner. The provisions of the policy still include the purpose of the policy, applicability, objectives, an outline of other related policies, procedures for having stormwater issues evaluated, a review of Illinois Drainage Law guidelines, and an overview of the City's Stormwater Management Program.

A copy of the redlined SMP that highlights proposed modifications is included in the City Council Packet beginning on **page 11**.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	January 8, 2019	Reviewed & Approved SMP Modifications
City Council	March 7, 2016	Review & Approved SMP
Public Works Committee	February 16, 2016	Reviewed & Approved SMP
Public Works Committee	July 20, 2015	Reviewed SMP Draft
Public Works Committee	June 15, 2015	Reviewed SMP Draft

BUDGET/FISCAL IMPACT: Staff from the City's Engineering and/or Water & Sewer Sections are available to meet with property owners upon request. There is no charge for this service.

COUNCIL ACTION: Approval of Modifications to the Stormwater Management Policy

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 February 4, 2019 City Council Meeting Minutes

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

COUNCIL ACTION: Approval of the February 4, 2019 City Council Meeting Minutes.

2. Consideration of an Ordinance adopting the third supplement (S-3) to the Code of Ordinances for the City of Lake Forest incorporating recent Code amendments into the official City Code. (waive first reading and grant final approval)

STAFF CONTACT: *Margaret Boyer, City Clerk (810.3674)*

PURPOSE AND ACTION REQUESTED: Staff is recommending approval of the third supplement to the City of Lake Forest, Code of Ordinances to incorporate all amendments to the Code adopted by the City Council since the last supplement was approved.

BACKGROUND/DISCUSSION: In 2013, the City entered into a contract with American Legal Publishing to compile and codify all Code provisions adopted by Ordinance into the official City Code. Prior to that time, the City Code had not been comprehensively updated for many years. On January 20, 2015, City Council granted final approval of an Ordinance adopting a comprehensive updated official City Code reflecting all amendments to the Code adopted by the Council through September 2, 2014.

In May 2016, the City Council granted approval of an Ordinance adopting the *first supplement* to the Code as adopted in 2014. The supplement included amendments to the Code that were adopted by the City Council through April 20, 2015.

In December 2017, the City Council granted approval of an Ordinance adopting the *second supplement* to the Code which incorporated all of the amendments adopted by the City Council through December 5, 2016.

The *third supplement* will update the Code with all amendments adopted by the City Council through December 18, 2017 and is now before the Council for consideration. A copy of the Ordinance adopting the third supplement can be found beginning on **page 22**. Due to the volume of the supporting documents, they are available for review in the City Clerk's Office at City Hall. Upon final approval, the Code will also be updated on the City's website.

OTHER ACTIONS: In August 2018, City Staff began researching options to make recent Code amendments that have not yet been incorporated into the Code, through the adoption of a supplement, easily accessible to the public. American Legal, the codifiers engaged by the City to prepare the periodic supplements, offers an "Advanced Legislative Service" link for incorporation into their website making ordinances amending the Code available very soon after Council action.

This link enhancement is now available providing a reference to the recently adopted Ordinances on the American Legal Publishing website. A summary of recently adopted Ordinances and dates of adoption will be also provided. This link will serve as an interim source of information on amendments to the City Code between annual adoptions of supplements to update the official City Code.

COUNCIL ACTIONS: Consideration of an Ordinance adopting the third supplement (S-3) to the Code of Ordinances for the City of Lake Forest. (waive first reading and grant final approval)

3. Approval of a Resolution Appointing Delegate and Alternate Delegate to the Intergovernmental Risk Management Agency (IRMA).

STAFF CONTACT: *Elizabeth Holleb, Director of Finance (847-810-3612)*

PURPOSE AND ACTION REQUESTED: Staff requests approval of the resolution to appoint delegates to IRMA.

BACKGROUND/DISCUSSION: Due to the recent retirement of City Manager Robert Kiely, who served as the Delegate to IRMA, it is necessary to appoint a new Delegate. It is recommended that City Manager Jason Wicha replace Mr. Kiely as the Delegate, and that Elizabeth Holleb be appointed to continue as the City's Alternate Delegate. A copy of the Resolution can be found on **page 24**.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	7/1/13	Resolution approved appointing Robert Kiely as Delegate and Elizabeth Holleb as Alternate Delegate.

BUDGET/FISCAL IMPACT: N/A

COUNCIL ACTION: Approval of a Resolution Appointing Delegate and Alternate Delegate to the Intergovernmental Risk Management Agency (IRMA).

4. Approval of Second and Third Year of Contract with Direct Response Resources for Vehicle, Pet and Parking Licenses/Permits and Assignment of a Portion of the Contract to American Printing Technologies

STAFF CONTACT: *Diane Hall, Assistant Finance Director 847-810-3614*

PURPOSE AND ACTION REQUESTED: Staff requests City Council approve the second and third year of the contract and an assignment of a portion of the Vehicle, Pet and Parking Licenses/Permits contract to American Printing Technologies and to authorize payment to American Printing Technologies.

BACKGROUND/DISCUSSION: In November 2017, City Council approved a contract with Direct Response Resource for one year for the processing of the City's vehicle licenses, pet licenses and parking permits. Per the proposal, two companies would be providing the services necessary to complete the process of mailing the applications, providing the online portal and fulfilling the orders. In March 2018, City Council approved an assignment of a portion of the contract to American Printing Technologies for the online portal and fulfillment services outlined in the RFP response. Staff considered this a third party vendor and requested a modification to the terms in the agreement to allow the payment for services to American Printing Technologies.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	3/19/18	City Council approved modification to the agreement with Direct Response Resource to assign a portion of the contract to American Printing Technologies
City Council	11/06/17	City Council approved contract with Direct Response Resource

BUDGET/FISCAL IMPACT:

Has competitive pricing been obtained for proposed goods/services? **Yes**

An RFP process was completed in November 2017.

FY2019 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Finance Operating	\$47,300	\$45,500	Y

FY2020 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Finance Operating	\$47,300	\$45,500	Y

Payment to Direct Response Resources for the processing of the City's vehicle, pet and parking licenses/permits would total \$15,700 for FY2019 and \$15,700 for FY2020. In addition, assignment of a portion of the contract to American Printing Technologies would result in payments to APT not to exceed \$29,800 per year.

COUNCIL ACTION: Approval of Second and Third Year of Contract with Direct Response Resources for Vehicle, Pet and Parking Licenses/Permits and Assignment of a Portion of the Contract to American Printing Technologies

5. Request Waiving the Bid Process and Approve an Agreement for the Infrastructure Management Services Pavement Management Study for FY 2020 for a Not-to-Exceed Amount of \$81,785

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

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council waive the bid process and approve an agreement for the Infrastructure Management Services (IMS hereafter) study. This study is performed every three years and provides a structural analysis of the City's entire network of streets and parking lots.

BACKGROUND/DISCUSSION: In 1991, The City of Lake Forest began a comprehensive Pavement Management Program which was a much needed resource used to make sound decisions in choosing streets to be rehabilitated under the Annual Pavement Resurfacing Program. The Pavement Management Program involved performing a structural analysis on the City's entire street system and using this information to predict the rate of deterioration of each specific pavement section contained within all of streets in the City. This information is useful in that it determines the most optimal time, both financially and operationally, to rehabilitate a specific street. Additionally, the program evaluates multiple rehabilitation alternatives. The IMS study will also include evaluating the pavement condition and assigning a rating to all City-owned parking lots.

BUDGET/FISCAL IMPACT: Has competitive pricing been obtained for proposed goods/services? **No**

If no, indicate the specific waiver requested: Administrative Directive 3-5, Section 9.0K – Existing Relationship. The IMS evaluation and database documentation is a proprietary system that the City has used since the inception of its pavement testing and evaluation program.

The proposal received from IMS exceeded the funds budgeted in the proposed FY '20 Capital Fund by \$16,785. The additional funds are needed to include City-owned parking lots in the evaluation and will be covered by funds from the Annual Resurfacing Program.

Below is an estimated summary of project budget:

FY2020 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Pavement Management Capital Fund (311-3703-467-67-32)	\$65,000	\$81,785	Y

If awarded, the project would commence in June, 2019 and be completed by September 2019. This will allow staff to incorporate the updated pavement analysis ratings into the FY 2021 Capital improvement Program.

COUNCIL ACTION: Request Waiving the Bid Process and Approve an Agreement for the Infrastructure Management Services Pavement Management Study for FY 2020 for a Not-to-Exceed Amount of \$81,785

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.

751 Gardner Lane - The Building Review Board recommended approval of a building scale variance to allow a one story addition to accommodate an aging parent. No public testimony was presented to the Board on this petition. (Approved, 4-0)

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 in accordance with the Building Review Board's recommendation.

7. Consideration of an Ordinance Approving a Recommendation from the Zoning Board of Appeals. (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 Zoning Board of Appeals is presented to the City Council for consideration as part of the Omnibus Agenda.

485 Everett Road – The Zoning Board of Appeals recommended approval of a variance from the front yard setback to allow a screen porch addition to an existing residence. Several letters in support of the project were submitted by neighboring property owners. (Board vote: 7 - 0, approved)

The Ordinance approving the petition as recommended by the Zoning Board of Appeals, with key exhibits attached, is included in the Council packet beginning on **page 37**. 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 Zoning Board of Appeals' recommendation.

COUNCIL ACTION: Approval of the seven (7) Omnibus items as presented

6. ORDINANCES

7. NEW BUSINESS

8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS
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9. ADJOURNMENT

A copy of the Decision Making Parameters can be found beginning on **page 9** of this packet.

Office of the City Manager

February 13, 2019

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 Jason Wicha, at (847) 234-2600 promptly to allow the City to make reasonable accommodations for those persons.





THE CITY OF LAKE FOREST

DECISION-MAKING PARAMETERS FOR CITY COUNCIL, AND APPOINTED BOARDS & COMMISSIONS

Adopted June 18, 2018

The City of Lake Forest Mission Statement:

"Be the best-managed, fiscally-responsible and appealing community and promote a community spirit of trust, respect and citizen involvement."

The Lake Forest City Council, with the advice and recommendations of its appointed advisory Boards and Commissions, Lake Forest Citizens, and City Staff, is responsible for policy formulation and approval. Implementation of adopted strategy, policy, budgets, and other directives of Council is the responsibility of City Staff, led by the City Manager and Senior Staff. The Mayor and Aldermen, and appointed members of Boards and Commissions should address matters in a timely, deliberate, objective and process-driven manner, making decisions guided by the City of Lake Forest Strategic and Comprehensive Plans, the City's Codes, policies and procedures, and the following parameters:

- Motions and votes should comprise what is in the best long-term interests of all Lake Forest citizens, measured in decades, being mindful of proven precedents and new precedents that may be created.
- All points of view should be listened to and considered in making decisions with the long-term benefit to Lake Forest's general public welfare being the highest priority.
- Funding decisions should support effectiveness and economy in providing services and programs, while mindful of the number of citizens benefitting from such expenditures.
- New initiatives should be quantified, qualified, and evaluated for their long-term merit and overall fiscal impact and other consequences to the community.
- Decision makers should be proactive and timely in addressing strategic planning initiatives, external forces not under control of the City, and other opportunities and challenges to the community.

Community trust in, and support of, government is fostered by maintaining the integrity of these decision-making parameters.

The City of Lake Forest's Decision-Making Parameters shall be reviewed by the City Council on an annual basis and shall be included on all agendas of the City Council and Boards and Commissions.

THE LAWRENCE R. TEMPLE DISTINGUISHED PUBLIC SERVICE AWARD

To honor a living volunteer to local government or community organizations in
The City of Lake Forest, Illinois for distinguished public service

WHEREAS, individuals selected for the Lawrence (Larry) R. Temple Distinguished Public Service Award must demonstrate leadership, responsiveness to the public and staff, duration and scope of service, constructive participation in meetings, and the ability to represent the community's values; and

WHEREAS, John A. Looby, III was nominated for the Lawrence R. Temple Distinguished Public Service Award; and

WHEREAS, the Award Committee was struck by the depth and breadth of his civic and community service to The City of Lake Forest; and

WHEREAS, John is a life-long resident of Lake Forest and after his schooling, returned to the community he found so special and knows so well, marrying Janice Krakora, another Lake Forest native, and raising their three children here; and

WHEREAS, John's wide spectrum of volunteerism in Lake Forest began at the School of St. Mary, his former grade school, and with the Church of St. Mary including decorating the Church for Christmas and Easter every year for 46 years; and

WHEREAS, John A. Looby, III has owned and operated the iconic Lake Forest Flowers shop since 1981, has been an active member of the Chamber of Commerce since 1976, continuing to enthusiastically advocate for local businesses; and

WHEREAS, John has a long history of volunteer service with Gorton Community Center, beginning in 1978 as a Board Member; where he eventually held all board positions at one time or another, participated in three major capital campaigns, where he continues to volunteer as a member of the landscaping committee; and

WHEREAS, John has been a member of the local Rotary Club since 1978, serving as its President and on the fundraising committee, was Chairman of the Lake Forest-Lake Bluff Antique Car Show for 25 years; and

WHEREAS, John Looby actively participated in Lake Forest government, including time on the Caucus as 4th Ward Committee Chairman, serving on the Zoning Board of Appeals from 1999-2003, serving as Chairman of the Public Works Committee which oversaw the Snow Operations Plan Updates and South Beach Access Road Reconstruction Project; and

WHEREAS, John Looby continued to serve Lake Forest residents for eight years as Fourth Ward Alderman from 2003-2011, always listening to the concerns of all residents and working with City staff on various topics, genuinely caring about all issues facing the City and all projects brought forth to the City, serving on the Senior Commission and business development committee and contributing significantly to the Centennial Celebration of Lake Forest Day in 2008; and

WHEREAS, the knowledge Mr. Looby possesses for Lake Forest and its values, balancing its historic character with the ability to address future needs of residents and his passionate commitment to the City is evidenced by the length of time he volunteers and his strong and valued contributions to the community; and

WHEREAS, the Award Committee believes that John Looby, like Larry Temple, has distinguished himself with civic contributions that benefit the citizens of Lake Forest.

NOW, THEREFORE, John A. Looby, III is awarded the Lawrence R. Temple Distinguished Public Service Award this Nineteenth Day of February, 2019.

Madeline B. Dugan, Chairman, Lawrence R. Temple Distinguished Public Service Award Committee

The City of Lake Forest
Stormwater Management Policy
Approved by City Council on March 7, 2016

I. Purpose

The purpose of this policy is to address home and property drainage issues relating to stormwater within The City of Lake Forest. This policy provides procedures for conducting inspections and maintenance relating to stormwater concerns raised by property owners. The City of Lake Forest provides assistance to property owners during a rainfall event by investigating the source of the flooding. In all cases, the private property owner is responsible for not obstructing the natural flow of stormwater, repairing and maintaining any improved and unimproved private drainage systems located on their property including, but not limited to, ravines and bluffs, and solving any subsequent localized drainage problems. This policy defines the responsibilities of both private property owners and the City ~~has~~ in managing stormwater.

The Stormwater Management Policy (SMP hereafter) guides the ~~City's attempt to control the~~ transportation or movement of stormwater in order to reduce damage to property and protect public health, safety, and general welfare. The policy also assists in identifying projects, programs, and initiatives that will reduce flooding conditions within the City by the most cost effective means and at the appropriate level of protection.

II. ~~Applicability~~Introduction

This policy applies to stormwater issues, abutting or affecting all residential, commercial, open space, and public property within the City.

III. Objectives

A. Enforcement of City-wide uniform minimum stormwater regulations as set forth by the Lake County Watershed Development Ordinance

<http://www.lakecountyil.gov/DocumentCenter/View/3445>

B. Outline City and landowner stormwater expectations

C. Be in compliance with all applicable Local, State and Federal Laws

D. Promote responsible land use practices within floodways, wetlands, and floodplains

E. Control erosion and sedimentation in and from drainage, developments, and constructions sites

F. Encourage new development to meet the natural topography of the site

G. Preserve the natural profile of ravines and prevent soil erosion

H. Promote awareness and understanding of stormwater management issues to residents through public information and educational programs.

IV. Introduction

Stormwater drainage ~~improvements~~ frequently involve flood control measures, such as clearing, maintaining and repairing natural channels, storm sewer pipes, and storm drainage structures. Response to ~~potential~~ flooding issues are initiated by property owners and completed by the procedure described in this policy.

The procedure includes the following steps:

- ~~Submission of a letter documenting the flooding issue~~
- ~~Evaluation of both the sanitary and stormwater sewers by City staff~~

The City of Lake Forest is responsible for the analysis and evaluation of flooding issues on public property. If flooding is a result of insufficient or failing City infrastructure, improvements and repairs shall be funded by the City. If flooding on private property is determined by City staff not to be a result of insufficient or failing City infrastructure, private property owners are responsible for funding their own improvements. Per the City's Rainfall Emergency Plan, prioritized City response to stormwater issues are as follows:

1. ~~Keep basements clear of sanitary sewage due to a back-up / plug in the City-owned sanitary sewer system.~~
- ~~Keep streets open during heavy rainfall events for the safe passage of vehicles.~~
2. ~~Encourage residents to maintain established overland drainage routes through their property.~~

III. Applicability

This policy applies to stormwater issues, abutting or affecting all residential, commercial, open space, and public property within the City.

IV. Objectives

- ~~Enforcement of City-wide uniform minimum stormwater regulations as set forth by the Lake County Watershed Development Ordinance~~

<http://www.lakecountyil.gov/DocumentCenter/View/3445>

- ~~Outline City and landowner stormwater expectations~~
- ~~Be in compliance with all applicable Local, State and Federal Laws~~
- ~~Promote responsible land use practices within floodways, wetlands, and floodplains~~
- ~~Control erosion and sedimentation in and from drainage, developments, and constructions sites~~
- ~~Encourage new development to meet the natural topography of the site~~
- ~~Preserve the natural profile of ravines and prevent soil erosion~~
- ~~Promote awareness and understanding of stormwater management issues to residents through public information and educational programs~~

V. Policies

A. Stormwater Drainage Capital Projects List

The Department of Public Works shall maintain a prioritized Capital Improvement Plan (CIP) of proposed public stormwater drainage projects. Proposed projects may be added to the list by the procedure described in this policy.

Per the City's Rainfall Emergency Plan, the City's response to stormwater issues are prioritized as follows:

1. Keep basements clear of sanitary sewage due to a back-up / plug in the City-owned sanitary sewer system.
2. Keep streets open during heavy rainfall events for the safe passage of vehicles.
3. Encourage residents to maintain established overland drainage routes through their property to deter flooding.

B. Procedures for Having Stormwater Issues Evaluated

1. Residents who have stormwater concerns in their yards or basements shall call or submit a letter to City staff describing the problem in detail.
2. A site visit will be performed by City staff in order to give a diagnosis of the stormwater issue and recommendation of next steps. City staff will determine if the flooding is caused by an issue with the City's infrastructure (storm and / or sanitary sewers) or a private property owner's infrastructure or failure within any natural channels. If the cause of flooding is determined to be a City infrastructure problem, the City is responsible for any short term repairs in a timely manner. If the cause of flooding is determined to be a property owner problem, such as a failed sump pump, ~~or~~ altered landscaping, failure to clear, maintain, and repair storm/sanitary infrastructure or natural channels, the property owner is responsible for the repairs. City staff typically investigates basement flooding within 24 hours after being notified by the property owner and private yard flooding events within three days.
3. If it is determined that the property owner is responsible for correcting the flooding problem, the property owner is encouraged to work with City staff from the City's Engineering, Water & Sewer, and / or Building Departments. Staff from these Departments can provide ideas and possible solutions to correct or minimize the flooding issue. Private property owners are also welcome to solicit input from local engineering and / or plumbing firms.
4. Private stormwater issues that negatively affect and impact City infrastructure and/or services, for example the failure of a ravine slope on private property

threatening public health and safety, may be subject to enforcement action by the City including, but not limited to, the imposition of fines and penalties, abatement, and the recovery of costs.

C. Placement of a Stormwater Drainage Project on the City's Five-Year Capital Improvement Plan

Upon recommendation by the Director of Public Works and / or the City Engineer and subsequent approval by the Public Works Committee, a stormwater project may be placed in the City's five –year capital improvement plan subject to final approval by City Council.

D. Public Project Approval and Funding

The Director of Public Works may recommend, and the City Manager may approve, public stormwater projects if the combined total cost of the entire project is under \$20,000. Such projects may be constructed by City staff or contracted to local underground contractors. All other projects over \$20,000 must be approved by the City Council before implementation. For projects requiring City Council approval, staff will provide a recommendation regarding project approval, funding, and scheduling. Projects may be approved by appropriating funds during the annual budget process or by the City Council at other times throughout the year. The City Council will be provided with and will review the current project list on an annual basis at their November capital budget meeting. The City Council will ultimately decide which capital projects (stormwater and non-stormwater) are considered priority for the upcoming fiscal year.

VI. Illinois Drainage Law Guidelines for Residents

The basic principle of the Illinois drainage law is that landowners must accept the advantages or inconveniences of drainage nature places upon their land. One of the most important principles of the Illinois drainage law is that owners cannot alter drainage and that owners of lower ground must receive surface water that naturally flows onto it from higher ground. Where the natural flow is from one tract across another tract, the higher land is the dominant tenement, and the lower land is the servient tenement. Owners of dominant tenements have legal rights to have water drain off their lands. Owners of servient tenements have the duty of not obstructing the natural flow.

A landowner has no right to obstruct the flow of surface water. Under Illinois law, the owner of lower land has no right to build a dam, levee, or other artificial structure that will interfere with the drainage of higher land. In fact, the willful and intentional interference by an owner of lower land is considered a petty offense and is punishable by a fine. This is in addition to private lawsuits that the owners of affected properties may file. Under the Illinois drainage law, private landowners have certain rights to improve the drainage on their land. They may:

- Widen, deepen, and clean natural depressions that carry surface water

- Straighten out channels on their own property and accelerate the movement of surface water so long as they do not change the natural point of entry or unreasonably increase the flow of water onto lower land
- Drain standing or ponding water in the direction of overflow
- Tile their property to expedite the flow of water so long as they do not unreasonably increase the flow, change the point of entry on lower land, bring water from another watershed, or connect their drainage tiles to the tile of other owners without their consent
- Expedite the flow of surface waters through natural lines of drainage into a watercourse or stream

All of the above possible improvements noted above require plan review and approval by The City of Lake Forest's Engineering Section.

Because of the effect on surrounding lands, landowners must not:

- Dam or obstruct a natural drainage channel so that the escape of surface water from higher land is retarded or the channel is shifted
- Divert water to lands that do not naturally receive this drainage
- Change the point of entry of surface water on lower land
- Bring in water from another watershed that would not have flowed across lower land naturally
- Pollute any waters that pass from their land through the property of others - whether surface or underground water, streams, or diffused waters
- Connect their own tile with another owner's tile lines or with roadway tile lines without consent
- Accelerate the flow of water unreasonably, or with malicious intent, to the material damage of lower land owned by others, even though the flow is accelerated through natural channels

The City of Lake Forest and other public agencies have constructed stormwater facilities that are designed to expedite the drainage of stormwater, but not to eliminate all flooding. Other ways, per the Illinois Drainage Law, to eliminate or minimize flooding on a lot may be found in this link:

Illinois Drainage Law: <http://ilga.gov/legislation/ilcs/ilcs5.asp?ActID=869&ChapterID=15>

There are instances where yards are designed to carry stormwater runoff overland towards a nearby structure, stream, or creek. Also, if a piece of property is within a floodplain, it is at risk for flooding if the stream overflows during prolonged rainfall or rapid snowmelt. A high water table may also contribute to wet basements.

To deal with wet basements, the City recommends checking the building's gutters and downspouts. Downspout water should be directed away from the building; preferably towards the front and rear of the lot or towards the nearest storm sewer structure if one is available. City staff also recommends consulting a professional drainage consultant about re-grading around the foundation of any building so as to direct water away. The property owner's consultant may also propose constructing swales along the property lines to convey water to the desired location. The property owner may also consider installing a catch basin or yard drain at the low point on the lot and conveying stormwater out towards

the right-of-way, drainage easement, or storm sewer. The property owner's consultant must submit an engineered proposal to the Engineering Section for approval before this work can be done. The proposal should include sufficient grading information to clearly and accurately show drainage on the lot before and after the proposed work is done. If any drains or conveyance pipes are to be installed, the consultant should include the sizes and materials of such items as well as rim and invert elevations for any and all structures to be installed.

Finally, property owners are reminded that re-grading and/or landscaping within a drainage easement is not allowed. Any exceptions to this must be approved by the City's Engineering Section. Permanent structures (i.e. sheds) are also not allowed within drainage easements, or any structure (i.e. wall, fence) that will disrupt or otherwise block the natural or designed flow of water through the easement.

VII. Stormwater Management Program

A. Public Education

1. Provide stormwater information on the City's website
2. Utilize the City's quarterly "Dialogue" publication
3. Provide a copy of this policy to local realtors for distribution during a property sale
4. Encourage environmental best practices such as rain gardens and rain barrels
- 4.5. [Educate private property owners regarding their responsibility for the repair and maintenance of improved and unimproved conveyances for stormwater on their property including, but not limited to, ravines and bluffs.](#)

B. Annual Public Property Maintenance Performed by the City

1. Sanitary Sewer lateral cleaning
2. [Sanitary and Storm](#) Sewer lining and rehabilitation

C. Capital Improvements

1. Storm Sewer system studies
2. Stormwater projects as recommended by the Public Works Committee and approved by the City Council

D. Require Best Management Practices through Lake County Watershed Development Ordinance

Periodic review of the City's:

1. Zoning ordinance
2. City Code
- 4.3. [Maintain status as a Lake County Certified Community under the Lake County Watershed Development Ordinance](#)

|

[34](#). Continued compliance with the City's National Pollution Discharge Elimination System (NPDES) program as required by the Illinois Environmental Protection Agency (IEPA)

The City of Lake Forest
CITY COUNCIL
Proceedings of the Monday, February 4, 2019
City Council Meeting - City Council Chambers

CALL TO ORDER AND ROLL CALL: Honorable Mayor Lansing called the meeting to order at 6:30pm, and the City Clerk, Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Lansing, Alderman Beidler, Alderman Morris, Alderman Newman, Alderman Rummel, Alderman Reisenberg, Alderman Preschlack, Alderman Moreno and Alderman Buschmann.

CALL TO ORDER AND ROLL CALL

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

REPORTS OF CITY OFFICERS

1. ELECTION BY THE CITY COUNCIL AND APPOINTMENT BY THE MAYOR AS REQUIRED BY CHARTER AND CITY CODE

City Supervisor Jason C. Wicha

COUNCIL ACTION: Approve the Mayor's Appointment

Alderman Reisenberg made a motion to approve the Mayor's appointment, seconded by Alderman Beidler. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Reisenberg, Preschlack, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

COMMENTS BY MAYOR

A. Mayor's welcome to new City Manager

Mayor Lansing welcomed Mr. Wicha on behalf of the community and the City Council.

COMMENTS BY CITY MANAGER

A. Snow Operations Report

- **Michael Thomas- Director of Public Works**

City Manager Jason Wicha introduced Director of Public Works Michael Thomas. Mr. Thomas reported on the recent snow/ice events that included priorities, snow data and a review of the City's salting policy.

COMMITTEE REPORTS

FINANCE COMMITTEE

- 1. Consideration of an Ordinance approving a Fee Schedule and an Ordinance amending the City's Home Rule Sales Tax Rate from .5% to 1.0% (Final Approval)**

Finance Committee Chairman James Morris recommended since there are no changes or modifications to either of these items, to move to vote on this item as it has been seen three times previously by the City Council.

The City Council asked if there was any other comments than from the Lake Forest Lake Bluff Chamber of Commerce, and there were none.

Mayor Lansing asked if there was anyone from the public who wanted to comment on this item. Seeing none, he asked for a motion.

COUNCIL ACTION: Grant final approval of the proposed ordinances.

Alderman Morris made a motion to grant final approval of the proposed ordinances, seconded by Alderman Preschlack. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Reisenberg, Preschlack, 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

Richard Sugar offered his opinion to the City Council regarding pop-up businesses at the Telegraph Road Train Station and safety in the proposed pedestrian underpass. Mayor Lansing replied that proposed underpass is entirely different from the closed underpass at the Western Avenue Train Station and reported there will be a number of public meetings on the underpass.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approval of the January 22, 2019 City Council Meeting Minutes**
2. **Approval of the Check Register for January 12 – 25, 2019**
3. **Approval of an Audit Committee Recommendation to Award a Two-Year Extension of the City's Contract with Baker Tilly Virchow Krause LLP to Provide Audit Services**
4. **Approval of the purchase of semi-ruggedized computers for Police Department use as budgeted in FY2019**
5. **Consideration of Ordinances Approving Recommendations from the Historic Preservation Commission. (First Reading and if Desired by the City Council, Final Approval)**
6. **Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals. (First Reading, and if Desired by the City Council, Final Approval)**
7. **Consideration of an Ordinance Approving a Recommendation from the Building Review Board. (First Reading and if Desired by the City Council, Final Approval)**
8. **Approval of a Cemetery Commission recommendation to authorize the City Manager to enter into a contract with Berglund Construction Company for restoration services for the historic Barrell Memorial Gateway at the Lake Forest Cemetery, for an amount not to exceed \$260,000.**

COUNCIL ACTION: Approval of the eight (8) Omnibus items as presented

Mayor Lansing asked members of the Council if they would like to remove any item or take it separately.

The City Council had discussion on items # 2. Mayor Lansing again asked members of the Council if they would like to remove any item or take it separately.

Seeing none, Mayor Lansing asked for a motion to approve the eight (8) Omnibus items as presented.

Alderman Preschlack made a motion to approve the eight (8) Omnibus items as presented, seconded by Alderman Buschmann. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Reisenberg, Preschlack, 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

NEW BUSINESS

1. Consideration of Approvals Related to Community Events Proposed at the West Train Station at 911 Telegraph Road

Mike Strong, Assistant to the City Manager, gave a brief overview of the three proposed events noting they are consistent with the City's Special Event Policy. He also stated that staff recommends that the City Council authorize the City Manager to waive applicable permit and inspection fees.

The City Council had discussion on insurance requirements and promotion of the events.

Mayor Lansing asked if there was anyone from the public who wanted to comment on this item. Seeing none, he asked for a motion.

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

- 1. Approve a Class "A" Special Event Permit for community events to be held on February 24, March 10, and April 14, 2019 at the Telegraph Road Train Station, subject to any conditions of permit approval.**
- AND**
- 2. Authorize the City Manager to waive all associated permit and inspection fees for the events on February 24 and March 10, 2019 in a total amount not to exceed \$500.00 unless otherwise authorized by future Council action.**

Alderman Preschlack made a motion to approve a Class "A" Special Event Permit for community events to be held on February 24, March 10, and April 14, 2019 at the Telegraph Road Train Station, subject to any conditions of permit approval and Authorize the City Manager to waive all associated permit and inspection fees for the events on February 24 and March 10, 2019 in a total amount not to exceed \$500.00 unless otherwise authorized by future Council action, seconded by Alderman Buschmann. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Reisenberg, Preschlack, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS

1. Welcome remarks for New City Manager Jason Wicha from City Council Members

Each Alderman and the Mayor offered welcome comments to Mr. Wicha as the incoming City Manager.

2. Invitation to join the City Council for Cake and Coffee immediately following the City Council meeting

Mayor Lansing invited all to join the Council immediately following the meeting for cake and fellowship.

ADJOURNMENT

There being no further business Mayor Lansing asked for a motion. Alderman Beidler made a motion to adjourn, seconded by Alderman Rummel. Motion carried unanimously by voice vote at 7:30 pm.
--

Respectfully Submitted
Margaret Boyer, City Clerk

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.

THE CITY OF LAKE FOREST

2019-_____

**AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES FOR THE
CITY OF LAKE FOREST, ILLINOIS**

WHEREAS, On January 20, 2015, City Council granted final approval of an Ordinance adopting an updated Code of Ordinances of the City of Lake Forest, Illinois (the "Lake Forest City Code"); and

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, has completed a supplement (the "S-3 Supplement") to the Lake Forest City Code, which contains the ordinances approved by the corporate authorities of the City Council through December 18, 2017, and includes Ordinance 2017-74; and

WHEREAS, the corporate authorities of the City have authorized an update to these sections in accordance with the changes of the law of the State of Illinois; and

WHEREAS, it is necessary to provide for the usual daily operation of the City and for the preservation of the public peace, health, safety, and general welfare of the City that this ordinance adopting the S-3 Supplement be approved;

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.

SECTION TWO: Adoption of the S-3 Supplement. The S-3 Supplement to the Lake Forest City Code as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, and as attached hereto, is hereby adopted by reference as if set out in its entirety.

SECTION THREE: Savings Clause. To the extent that the City finds or determines that the S-3 Supplement inadvertently omitted or erroneously incorporated the terms of specific ordinances adopted by the City Council, the City Council may re-adopt any such ordinance inadvertently omitted or erroneously incorporated, and upon such re-adoption the specific ordinance as originally approved will relate back to its original adoption.

SECTION FOUR: Effective Date. The S-3 Supplement shall be in full force and effect upon the passage, approval, and publication in pamphlet form of this Ordinance, after which time the City Clerk shall cause the Code of Ordinances of the City of Lake Forest, Illinois in its entirety to be made available to the public through the City website and other means.

PASSED this ____ day of _____, 2019.

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED this ____ day of _____ , 2019.

Mayor

Attest _____

City Clerk

RESOLUTION 2019 - _____

TO APPOINT AUTHORIZED REPRESENTATIVES TO SERVE AS DELEGATES TO THE
INTERGOVERNMENTAL RISK MANAGEMENT AGENCY (IRMA)

WHEREAS, The City of Lake Forest participates in the Intergovernmental Risk Management Agency (IRMA); and

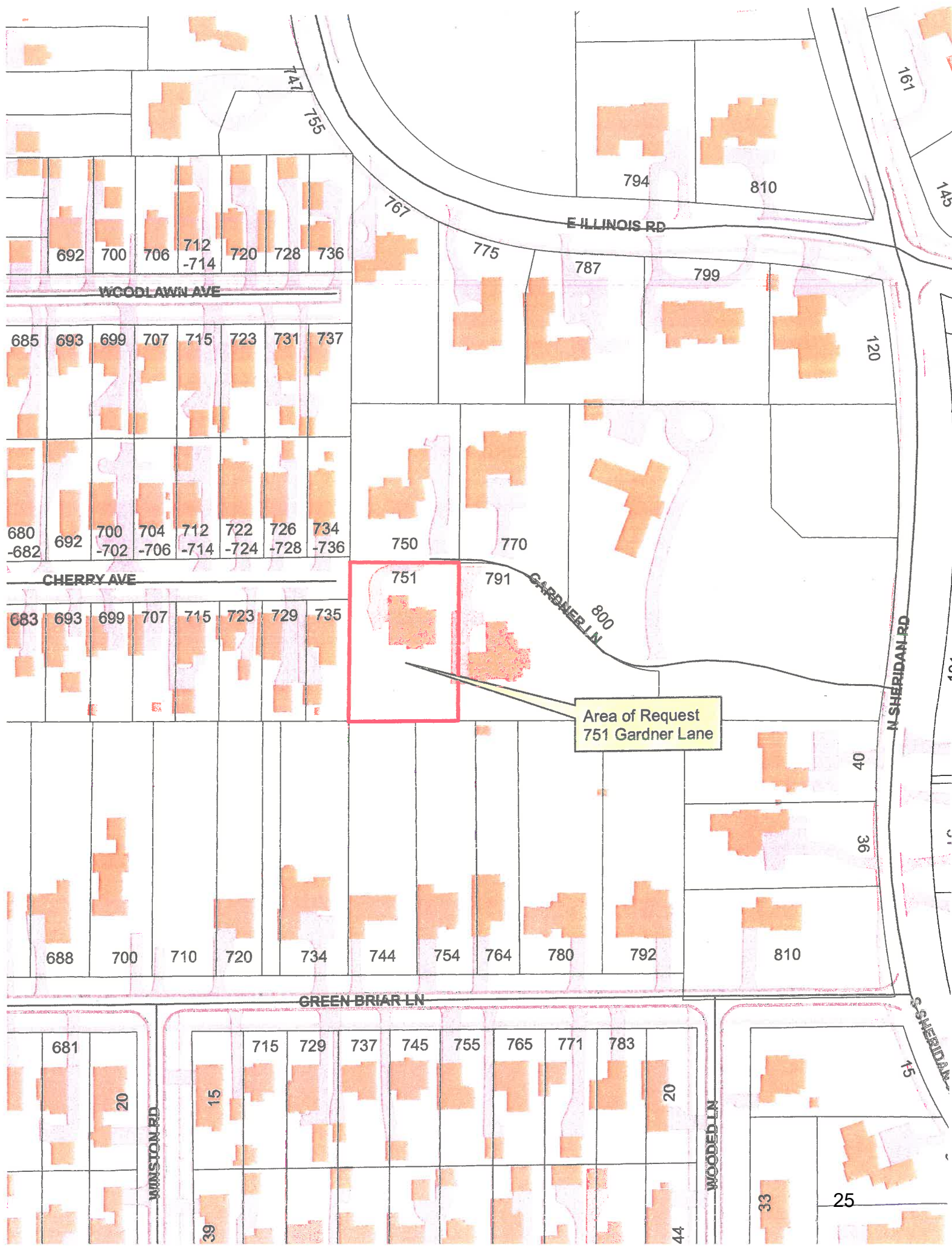
WHEREAS, it is necessary for each IRMA member to appoint a Delegate and an Alternate Delegate to serve on the IRMA Board of Directors; and

WHEREAS, the current appointed Delegate, Robert Kiely, has retired from the City, necessitating a change in Delegate;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of The City of Lake Forest, Lake County, Illinois, that Jason Wicha, City Manager and Elizabeth Holleb, Director of Finance, be appointed Delegate and Alternate, respectively, to serve as authorized representatives and be delegated the powers and duties as specified by the Intergovernmental Risk Management Agency.

Adopted by the City Council
of the City of Lake Forest, Illinois
on the 19th of February, 2019,
on motion of Alderman _____,
seconded by Alderman _____,
and carried unanimously.

City Clerk



THE CITY OF LAKE FOREST

ORDINANCE NO. 2019-__

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN
REVIEW AND GRANTING A FLOOR AREA EXCEPTION FOR
THE PROPERTY LOCATED AT 751 GARDNER LANE

WHEREAS, Eric and Meredith Clawson ("**Owners**") are the owners of that certain real property commonly known as 751 Gardner Lane, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-2, Single Family Residence District; and

WHEREAS, the Owners desire to construct improvements, including a one story addition and a screened porch addition ("**Improvements**") as depicted on the site plan and architectural drawings that are attached hereto as Group Exhibit B ("**Plans**"); and

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

WHEREAS, a portion of the Improvements as depicted on the Plans would exceed the maximum floor area allowances as set forth in Section 150.148 (C) of the City Code, which apply to new construction on, or additions and alterations to existing construction on, residential property; and

WHEREAS, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on February 7, 2019; 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-2 District under the City Code,
2. Owners propose to construct the Improvements as depicted on the Plans,
3. as depicted on the Plans, a portion of the Improvements exceed the maximum floor area allowances set forth in Section 150.148(C) of the City Code,
4. the Improvements are consistent with the design standards in Section 150.147 of the City Code,
5. mature trees and other vegetation on the Property, in combination with the additional plantings planned as part of the project, effectively mitigate the appearance of excessive mass of the structure and as a result, the proposed development of the Improvements as set forth on the Plans is in keeping with the streetscape and overall neighborhood,
6. the Improvements are sited in a manner that minimizes the appearance of mass from the streetscape. In addition, the proposed Improvements will not have a significant negative impact on the light to and views from neighboring homes,
7. the height and mass of the Improvements will generally be compatible with the height and mass of structures on adjacent lots, buildings on the street and on adjacent streets, and other residences and garages in the same subdivision,
8. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with this Ordinance, the recommended conditions, and the Plans, will meet the standards and requirements of Sections 150.147 and 150.148 of the City Code,

and recommended that the City Council approve the Application and the Plans and grant an exception to the maximum allowable floor area consistent with 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 and exception to the maximum allowable floor area, subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council further determine in the exercise of the City's home rule powers that it is in the best interests of the City and its residents to grant Owners' request for exceptions to the otherwise applicable maximum floor area requirements, 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 150.147 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

SECTION THREE: Maximum Floor Area Exception Granted. Pursuant to Section 150.148 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant an exception to the maximum floor area requirements set forth in Section 150.148(D) of the City Code, as more fully depicted on the Plans, by allowing the Improvements and other structures on the Property to have a maximum square footage not to exceed 5,372 square feet.

SECTION FOUR: Conditions on Approval. The approval granted pursuant to Sections Two and Three of this Ordinance shall be, and are 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 building 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 Owners 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 Owners 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 Owners 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 FIVE: 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 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. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS __ DAY OF _____, 2019.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2019.

Mayor

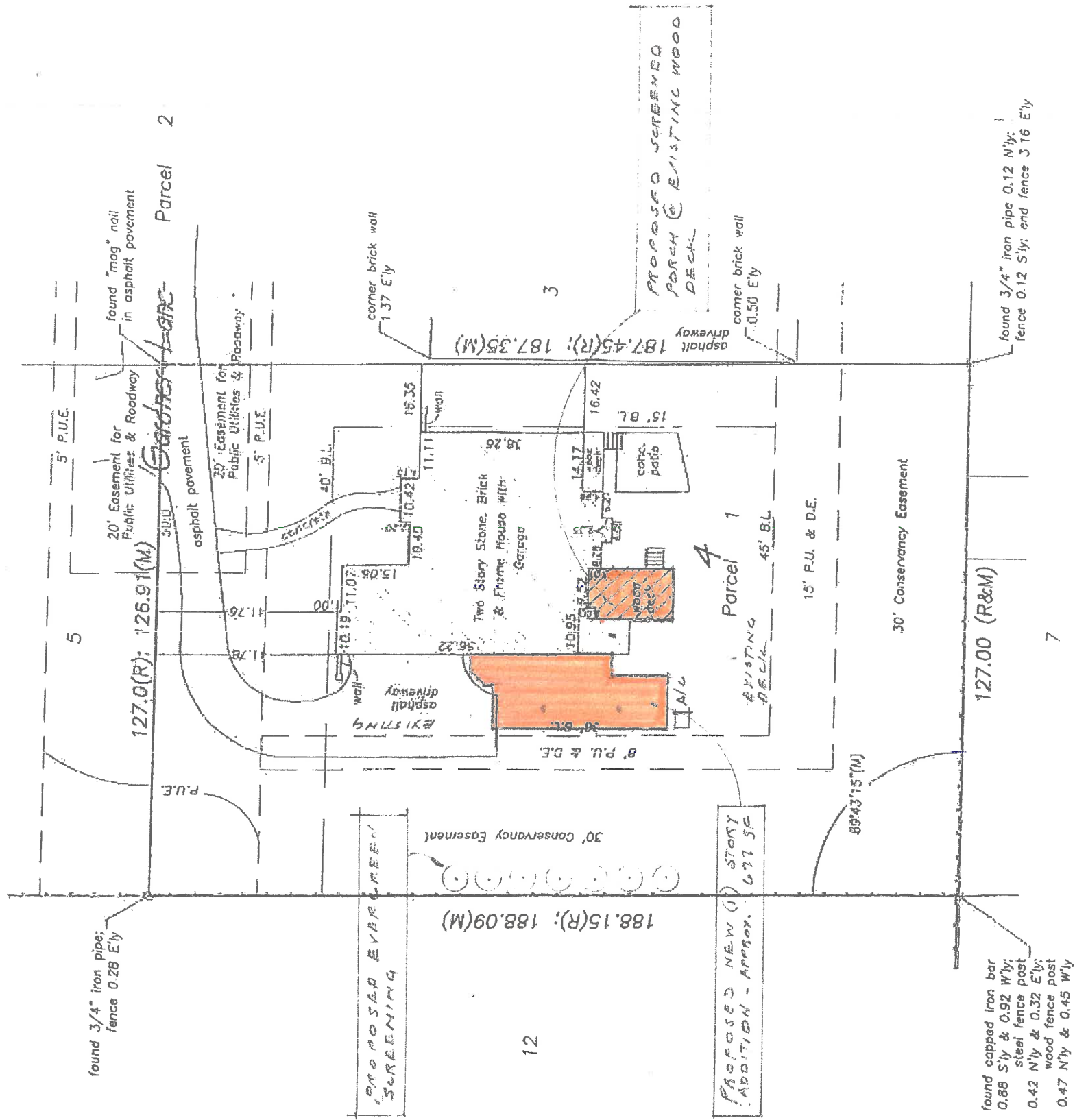
ATTEST:

City Clerk

EASEMENT FOR INGRESS AND EGRESS FOR THE BENEFIT OF LOT 4 (PARCEL 1) OVER GARDNER LANE AS SHOWN ON THE PLAT OF GARDNER-BROWN SUBDIVISION, AFORESAID, EXCEPT FOR THAT PART FALLING IN SAID LOT.

GROUP EXHIBIT B

The Plans



STATE OF ILLINOIS
COUNTY OF LAKE S.S.

THIS PROFESSIONAL SERVICE CONFORMS
TO THE CURRENT ILLINOIS MINIMUM
STANDARDS OF PRACTICE APPLICABLE
TO BOUNDARY SURVEYS.

GURNEE, IL 5/13 A.D. 2015
PEKLAY SURVEYING CO., LTD.
PROFESSIONAL DESIGN FIRM NO. 2591

BY: Edward Peklay
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 2549. MY LICENSE EXPIRES 11/30/2016

Legend

(R) = Record
(M) = Measure
B.L. = Building Line
P.U. & D.E. = Public Utility & Drainage Easement
---x--- = Wood Fence
---x--- = Chain Link Fence
Area = 23,850 sq. ft. (R)

NOTE: Only those Building Line Restrictions or Easements shown on a Recorded Subdivision Plat are shown hereon unless the description ordered to be surveyed contains a proper description of the required building lines or easements.

Compare your description and site markings with this plat and AT ONCE report any discrepancies which you may find.

ALL DISTANCES IN FEET AND DECIMAL PARTS THEREOF. NO DIMENSIONS TO BE ASSUMED BY SCALING.
DATE OF FIELD WORK: 5/13/15
SCALE: One inch = 30 feet
FILE NO. 15-107
ORDERED BY: O'Neill & Bockelman, PC
PROPERTY ADDRESS: 751 Gardner Lane, Lake Forest, IL.

GROUP EXHIBIT B

The Plans



~ THE CLARISON RESIDENCE ~
751 GARDNER LP

© STRAIGHTUP & ASSOCIATES INC.
555 OAKWOOD LP
1/2/13

GROUP EXHIBIT B

The Plans



PROPOSED WEST ELEVATION

~ THE CLAWSON RESIDENCE ~
751 GARDNER LANE LF

© STREIGHTIFF + ASSOCIATES INC.
555 OAKWOOD AVE LF

1/2/17

GROUP EXHIBIT B

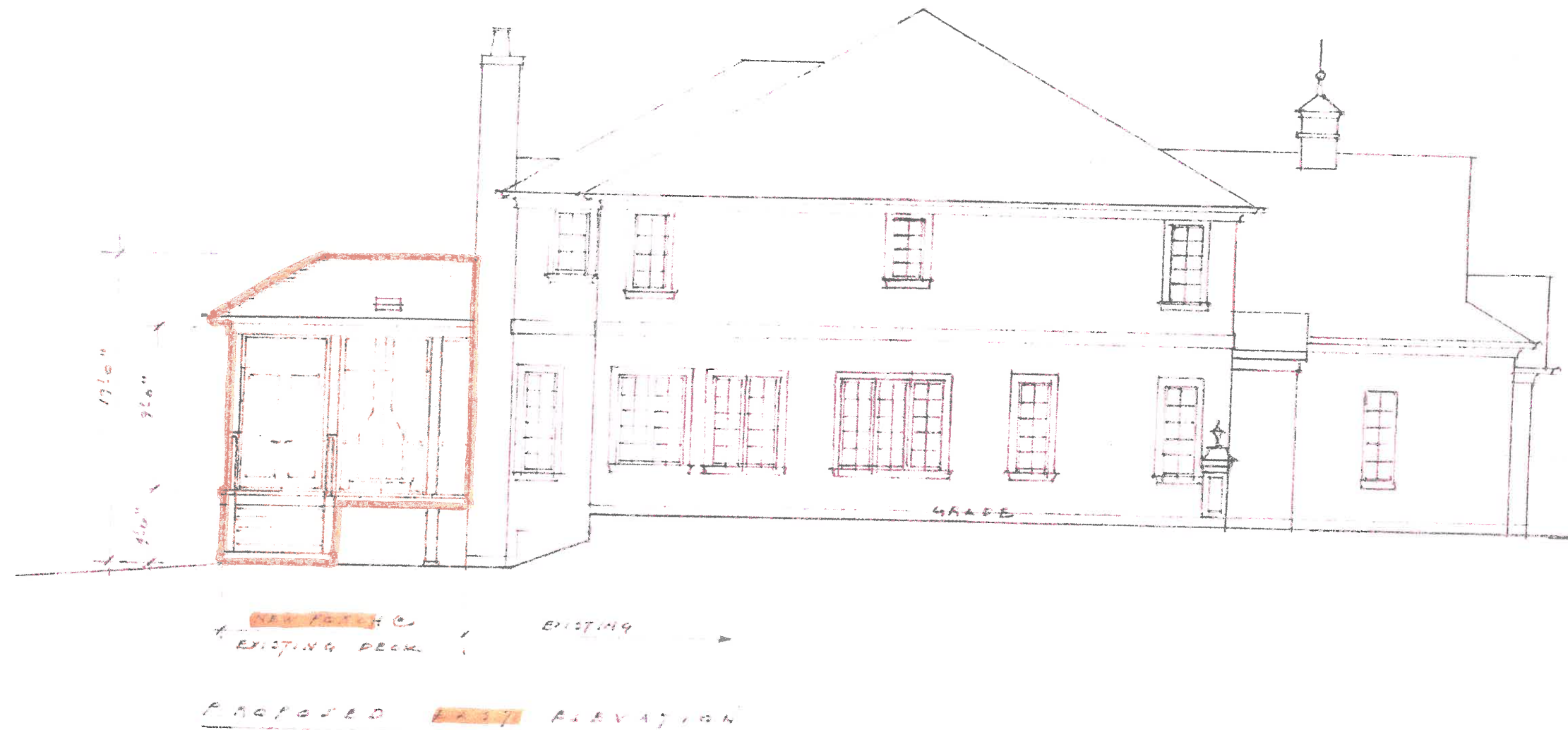
The Plans



THE CLAWSON RESIDENCE
751 GARDNER
LF

© STREIGHTIFF & ASSOC. INC.
555 OAKWOOD
LF
12/28/18

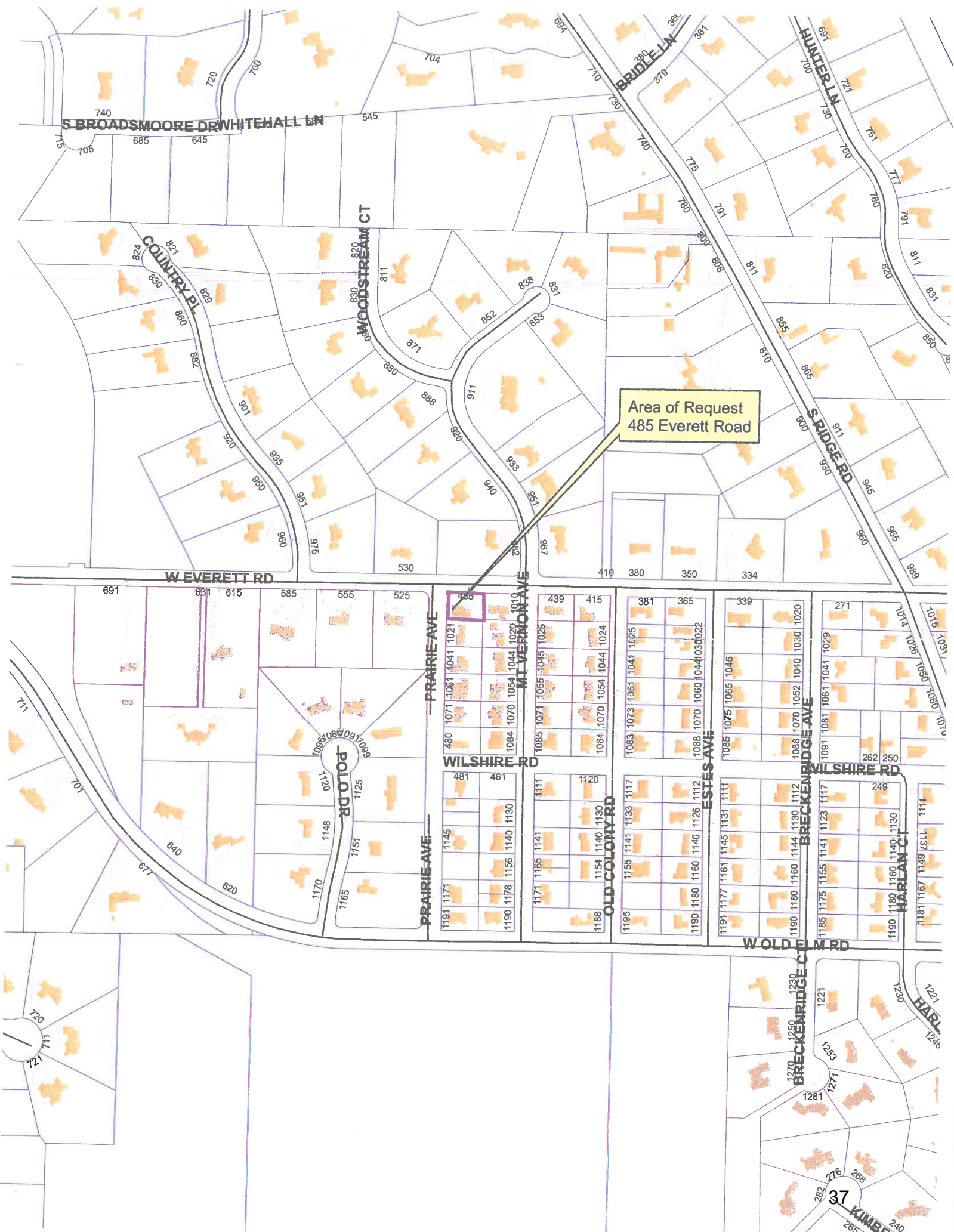
The Plans



~ THE GLASSBORO RESIDENCE ~
151 GARDNER LF

② STEEL 4 M7.50 + ASCE / MC
55% OR WOOD LP

1-2-17



Area of Request
485 Everett Road

THE CITY OF LAKE FOREST

ORDINANCE NO. 2019-__

**AN ORDINANCE GRANTING A VARIANCE FROM THE FRONT YARD SETBACK
REQUIREMENT FOR PROPERTY LOCATED AT 485 EVERETT ROAD**

WHEREAS, Thomas Moutvic ("**Owner**") is the owner of that certain real property commonly known as 485 Everett Road, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-2, Single Family Residence Zoning District; and

WHEREAS, the Owner desires to construct improvements, including a screened porch ("**Improvements**") as depicted on the site plans attached hereto as Group Exhibit B ("**Plans**"); and

WHEREAS, the Owner submitted an application ("**Application**") requesting approval of a variance from Section 159.084, R-2, Single Family Residence District, of the City of Lake Forest Code to allow construction of the Improvements, within the front yard setback area; and

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on January 28, 2019; and

WHEREAS, the ZBA, 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 requested front yard setback variance will not alter the essential character of the neighborhood. The proposed modification is compatible with the existing residence; the proposed screen porch is a small, one-story element. The screen porch will be well screened from the streets and neighboring homes by existing and proposed landscaping.
2. The conditions upon which the variance is requested are generally unique to this neighborhood and to this property and are not generally applicable to other properties in the same zoning district throughout the City.
3. The existing residence conforms to the current 30-foot front yard setback requirement for this area. The hardship in conforming to the required setback is the very early subdivision of this area, the later application of unique setbacks to this area and as a result, the original construction of the home right at the front yard setback line providing little opportunity for future expansion.

4. The variance will not impair light or ventilation to adjacent properties, increase congestion, endanger public safety, or diminish property values.

and recommended that the City Council approve the variance subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council, having considered Owner's Application to construct the Improvements on the Property, and the findings and recommendations of the ZBA, have determined that it is in the best interests of the City and its residents to grant approval of the requested variance 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 159.042 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

SECTION THREE: Zoning Setback Variance Granted. Based on the findings presented above, the City Council does hereby grant approval of the requested variance to allow a screened porch to be located no closer than 15 feet 4 inches to the west (front) property line, consistent with the site plan.

SECTION FOUR: Conditions on Approval. The approval granted pursuant to Sections Two and Three 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 building 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. Staging, Parking and Storage. Prior to the issuance of building permits, a plan for staging and storage of construction and demolition materials and a plan for parking construction vehicles shall be submitted and will be subject to City review and approval.
- E. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans which detail the porch as an open, rather than an enclosed, element.
- F. 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.

SECTION FIVE: 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 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit C 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. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS __ DAY OF _____, 2019.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2019.

ATTEST:

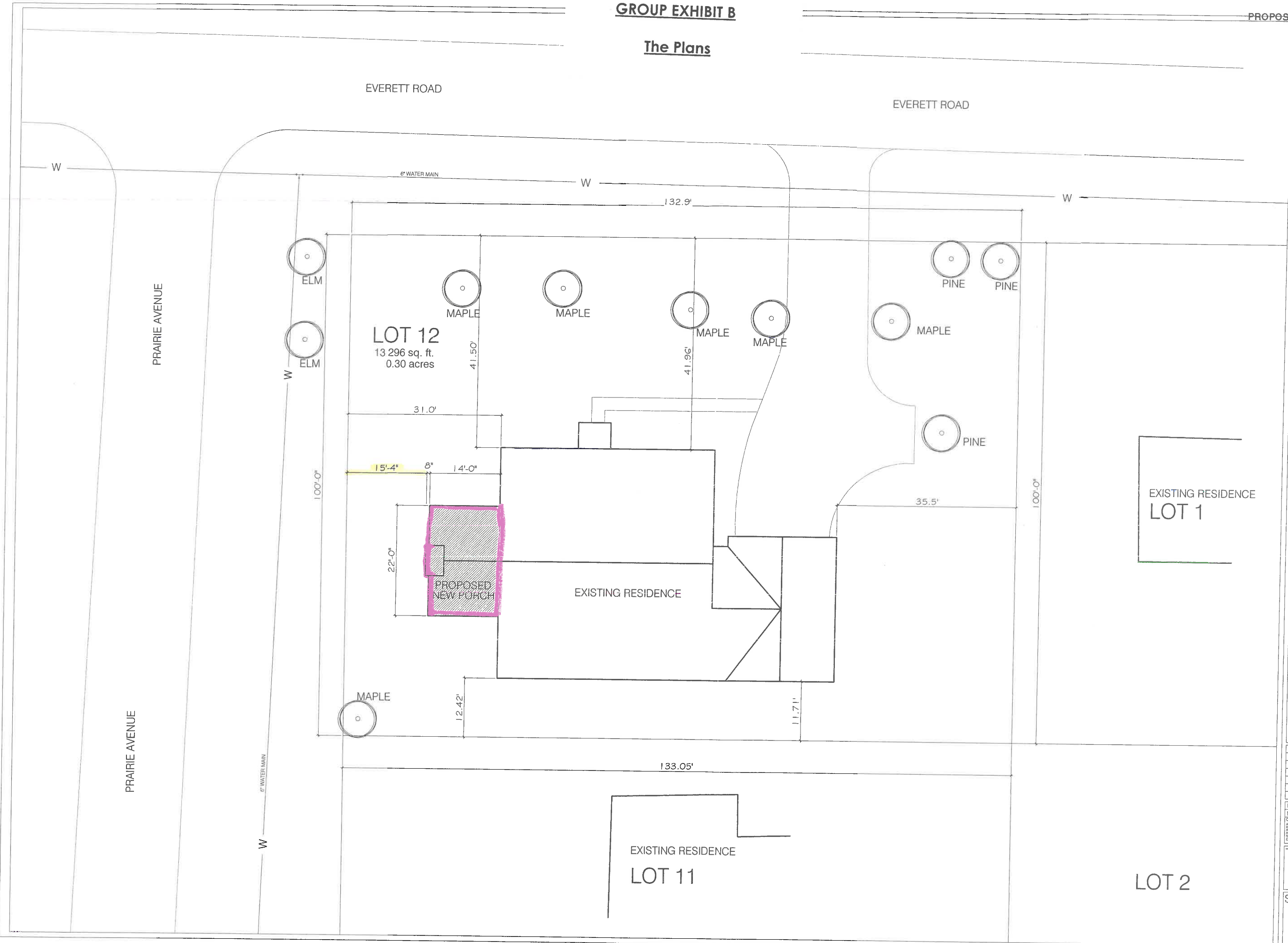
Mayor

City Clerk

GROUP EXHIBIT B

The Plans

PROPOSED SITE PLAN



GRACELINE ARCHITECTURE
FRANK J. KLEPITSCH, A.I.A.
ARCHITECTURE DESIGN-BUILD INTERIOR DESIGN
53 WEST JACKSON, SUITE 530 CHICAGO, ILLINOIS 60604
PHONE 847.668.8802 EMAIL FKLEPITSCH@SBCGLOBAL.NET

MOUTVIC RESIDENCE
PROPOSED SCREEN PORCH ADDITION
485 W. EVERETT ROAD
LAKE FOREST - ILLINOIS

STAMP:

THESE DRAWINGS HAVE BEEN PREPARED
UNDER MY SUPERVISION & TO THE BEST
OF MY KNOWLEDGE CONFORM TO THE
BUILDING CODES OF

No. REVISION / ISSUE DATE:

DATE: 12/20/2018 SCALE: 1/8" = 1'

DRAWING: APPROV:

COPYRIGHT ©
ALL INFORMATION CONTAINED HEREIN IS THE PROPERTY OF FRANK J. KLEPITSCH, A.I.A. AND IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED IN THE DOCUMENTS HEREIN. NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT EXPRESS WRITTEN CONSENT.

TITLE
SITE PLAN

SHEET NUMBER

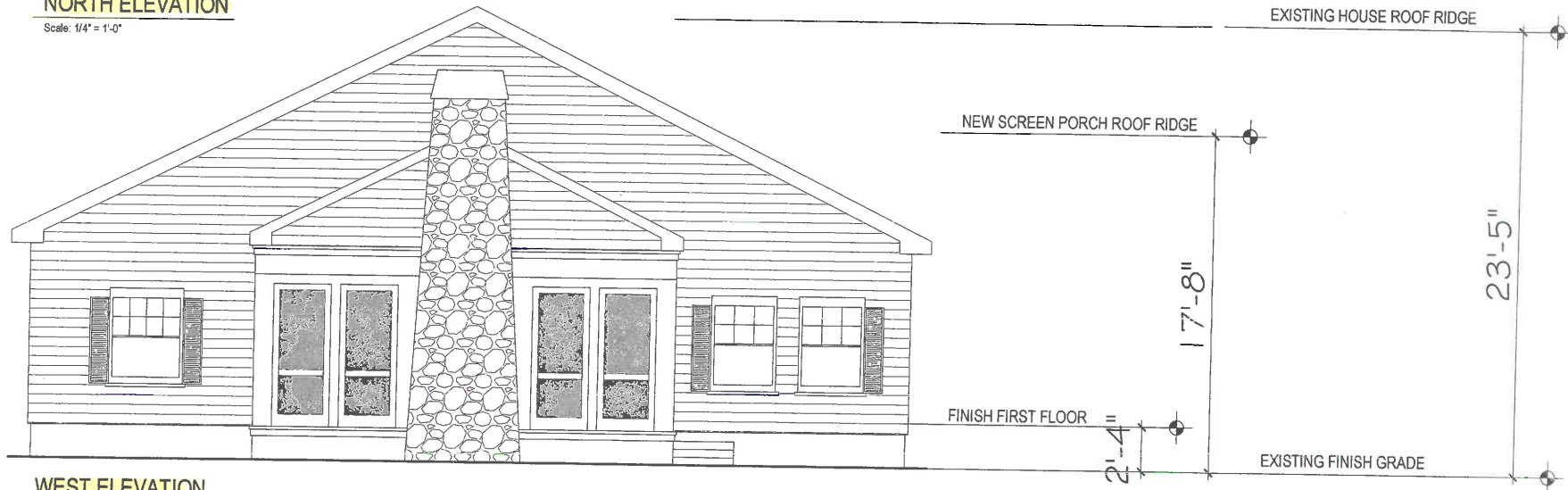
A1 42

The Plans



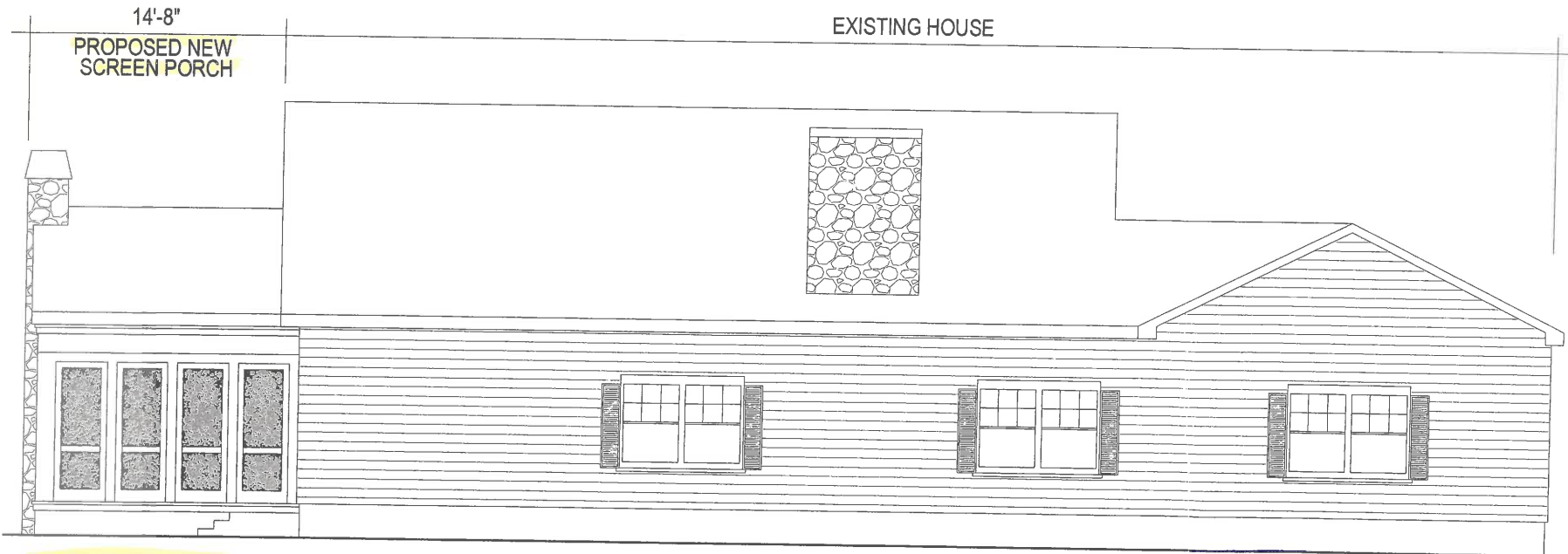
NORTH ELEVATION

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



WEST ELEVATION

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



SOUTH ELEVATION

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

GRACELINE ARCHITECTURE
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PHONE 847.666.8802 EMAIL FKLEPITSCH@SBCGLOBAL.NET

MOUTVIC RESIDENCE
PROPOSED SCREEN PORCH ADDITION
485 W. EVERETT ROAD
LAKE FOREST - ILLINOIS

STAMP:

THESE DRAWINGS HAVE BEEN PREPARED
UNDER MY SUPERVISION & TO THE BEST
OF MY KNOWLEDGE CONFORM TO THE
BUILDING CODES OF

No. REVISION / ISSUE DATE:

DATE: 12/20/2018 SCALE: 1/4" = 1'

DRAWING: APPROV:

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TITLE
ELEVATIONS

SHEET NUMBER

A3⁴³