1. CALL TO ORDER

11:00 AM meeting was called to order by Chair Sam Tornatore at 11:00 AM.

   A. Please turn all beepers, pagers and cell phones "off" or to "vibrate" during the meeting

2. ROLL CALL

PRESENT: Anderson, Chaplin, Eckhoff, Hart, Tornatore, Wiley
ABSENT:

3. CHAIRMAN'S REMARKS

There were no Chairman Remarks.

4. PUBLIC COMMENT

   A. Public comment is limited to three minutes per person, at the beginning of the meeting. Any comment on Zoning items must be limited to discussion of testimony and/or evidence presented in the Zoning Board of Appeals. No new testimony or evidence can be presented.

   Paul Wickland, Cliff Toberman and Robert Britz, all representing Tempco, spoke in favor of Petition Z18-003, Tempco Heater Electric Company.

5. APPROVAL OF MINUTES

   A. Development Committee - Regular Meeting - Mar 6, 2018 11:00 AM
RESULT: ACCEPTED [UNANIMOUS]
MOVER: Kevin Wiley, District 6
SECONDER: Elizabeth Chaplin, Vice Chair
AYES: Anderson, Chaplin, Eckhoff, Hart, Tornatore, Wiley

6. SCHEDULE OF CLAIMS

A. Payment of Claims -- Schedule of Claims - FY18 Q1

RESULT: APPROVED [UNANIMOUS]
MOVER: Janice Anderson, District 5
SECONDER: Kevin Wiley, District 6
AYES: Anderson, Chaplin, Eckhoff, Hart, Tornatore, Wiley

REGULATORY SERVICES

A. DC-P-0082-18 Recommendation for approval of a contract purchase order to Harris Govern, for annual software maintenance and support services, as needed, for the period April 1, 2018 through March 31, 2019, for Building & Zoning - $17,584.32, Division of Transportation - $9,524.84, and Public Works - $3,663.40, for a contract total amount not to exceed $30,772.56; Per 55 ILCS 5/5-1022 "Competitive Bids" (c) not suitable for competitive bids - Sole Source. (Support for Govern System)

RESULT: APPROVED [UNANIMOUS]
MOVER: Elizabeth Chaplin, Vice Chair
SECONDER: Janice Anderson, District 5
AYES: Anderson, Chaplin, Eckhoff, Hart, Tornatore, Wiley

B. 2018-93 Recommendation for the approval of a contract purchase order to Currie Motors, for one (1) 2018 Ford Escape SE 4x4, for Building & Zoning, for a total contract amount not to exceed $22,095.00. Contract let pursuant to the Governmental Joint Purchasing Act - Suburban Purchasing Cooperative.

RESULT: APPROVED [UNANIMOUS]
MOVER: Janice Anderson, District 5
SECONDER: Elizabeth Chaplin, Vice Chair
AYES: Anderson, Chaplin, Eckhoff, Hart, Tornatore, Wiley
C. DC-O-0016-18 ORDINANCE -- Z18-003-Tempco Heater Electric Company: To approve the following zoning relief: 1. Conditional Use to allow parking lot off site from the principal use; 2. Map Amendment from R-4 Single Family Residential to O-Office; 3. Variation from the following yard requirements: a. Front yard from 40 feet to 12 feet; b. South side yard from 40 feet to 12 feet; c. North side yard from 20 feet to 12 feet; d. West rear from 40 feet to 12 feet. (Addison/Dist. 1) (Central Ave. approx. 1 mile south of Thorndale Wooddale Area) ZBA Vote to approve: 6 Ayes, 0 Nays, 1 Absent

Staff answered all questions posed by the Committee. On a roll call vote.

| RESULT | APPROVED [5 TO 0] |
| MOVER  | Kevin Wiley, District 6 |
| SECONDER | Janice Anderson, District 5 |
| AYES   | Anderson, Chaplin, Eckhoff, Hart, Wiley |
| ABSTAIN | Tornatore |

D. DC-O-0017-18 ORDINANCE -- Z18-001-Rutledge: To approve the following zoning relief: 1. Variation to allow detached accessory buildings to be located in front of the front wall of the principal building (House). 2. A conditional use to increase the square footage of detached accessory buildings not to exceed 1,100 sq. feet for a cumulative total. (Winfield/ Dist. 6) (Generally west of Prince Crossing Rd. and East of Rt. 59. and North of Geneva Rd. West Chicago Area) ZBA Vote to approve: 6 Ayes, 0 Nays, 1 Absent

| RESULT | APPROVED [UNANIMOUS] |
| MOVER  | Elizabeth Chaplin, Vice Chair |
| SECONDER | Janice Anderson, District 5 |
| AYES   | Anderson, Chaplin, Eckhoff, Hart, Tornatore, Wiley |

E. DC-O-0018-18 ORDINANCE -- Z18-002-Bertsche: To approve the following zoning relief: A Variation to allow a detached accessory building (Hobby Room) to be located in front of the front wall of the principal building (House). (Winfield/Dist. 6) (North of Geneva Rd. east of Prince crossing in West Chicago Area) ZBA Vote to approve: 6 Ayes, 0 Nays, 1 Absent

| RESULT | APPROVED [UNANIMOUS] |
| MOVER  | Elizabeth Chaplin, Vice Chair |
| SECONDER | Janice Anderson, District 5 |
| AYES   | Anderson, Chaplin, Eckhoff, Hart, Tornatore, Wiley |
F. DC-O-0019-18 ORDINANCE -- Z17-032-WOLF: To approve the following zoning relief: Conditional use for dog kennel in Residential District (Bloom/Dist. 1) (East of Plum Grove Rd. approx. 1,000 south of I-360 Medinah Area) ZBA Vote to approve: 6 Ayes, 0 Nays, 1 Absent

RESULT: APPROVED [UNANIMOUS]
MOVER: Kevin Wiley, District 6
SECONDER: Elizabeth Chaplin, Vice Chair
AYES: Anderson, Chaplin, Eckhoff, Hart, Tornatore, Wiley

8. OLD BUSINESS
There was no Old Business.

9. NEW BUSINESS
There was no New Business.

10. ADJOURNMENT
Wiithout objection the meeting was adjourned at 11:20 AM.
1. CALL TO ORDER

11:00 AM meeting was called to order by Chair Sam Tornatore at 11:00 AM.

A. Please turn all beepers, pagers and cell phones "off" or to "vibrate" during the meeting.

2. ROLL CALL

PRESENT: Anderson, Eckhoff, Hart, Tornatore, Wiley (Remote)
ABSENT: Chaplin

Motion by Member Hart, seconded by Member Anderson to allow Member Wiley to participate via speaker phone while he is serving in the military. On a voice vote all members present voted aye. Motion carried.

Member Chaplin was absent due to a medical issue in her family.

3. CHAIRMAN'S REMARKS

Chair Tornatore mentioned that one of the homes under the Neighborhood Revitalization Plan was demolished a few weeks ago. Many of the residents where there to observe, and they were all very grateful that this did occur.

4. PUBLIC COMMENT

A. Public comment is limited to three minutes per person, at the beginning of the meeting. Any comment on Zoning items must be limited to discussion of testimony and/or evidence presented in the Zoning Board of Appeals. No new testimony or evidence can be presented.

There was no Public Comment.

5. APPROVAL OF MINUTES
A. Development Committee - Regular Meeting - Feb 6, 2018 11:00 AM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Janice Anderson, District 5
SECONDER: Greg Hart, District 3
AYES: Anderson, Eckhoff, Hart, Tornatore, Wiley
ABSENT: Chaplin

REGULATORY SERVICES

A. DC-R-0094-18 RESOLUTION -- DC-R-0086-18 R-DECLARATION OF SURPLUS PROPERTY 22W126 VALLEY VIEW DR GLEN ELLYN IL 60137 (PIN: 0502203017)(Subject Property): To approve a Resolution declaring the Subject Property as surplus property and authorize the sale of same. (Milton/Dist. 4) Development Committee Vote to approve: 5 Ayes, 0 Nays, 1 Absent

RESULT: APPROVED [UNANIMOUS]
MOVER: Kevin Wiley, District 6
SECONDER: Grant Eckhoff, District 4
AYES: Anderson, Eckhoff, Hart, Tornatore, Wiley
ABSENT: Chaplin

B. Informational -- Building & Zoning FY2018 Strategic Plans

Jim Stran, Joy Hinz and Paul Hoss updated and reviewed the FY2018 Strategic Plan Initiatives with the Committee. Staff answered all questions posed by the Committee.

C. Informational -- SolSmart Memo

Director Kottmeyer summarized the SolSmart Designation - DuPage County's Application to the Committee. He answered all questions posed by the committee. Staff is seeking guidance from the Committee to move forward. The Committee concurred that staff should move forward with the submittal of a Solar Statement followed by the receipt of no-cost technical assistance from the Solar Foundation to complete the application.

7. OLD BUSINESS
There was no Old Business.

8. NEW BUSINESS
There was no New Business.
9. **ADJOURNMENT**

Without objection the meeting was adjourned at 11:40 AM.
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<td>CDW Government</td>
<td>Monitors for Permit Techs</td>
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<td>Clifford Wald</td>
<td>Quarterly meter charges - KIP machine</td>
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<td>L. Fitzpatrick</td>
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<td>Printing - Inspection Labels</td>
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<td>Graybar</td>
<td>Headset - Call Center</td>
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<tr>
<td>P. Hoss</td>
<td>Parking &amp; mileage reimbursement - CMAP meeting</td>
<td>$64.86</td>
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<tr>
<td>IICLE</td>
<td>C. McCarthy - 5th Annual Local Gov Law Institute</td>
<td>$299.00</td>
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<tr>
<td>R. Kartholl</td>
<td>ZBA Mileage - 10/12/17 - 11/30/17</td>
<td>$19.26</td>
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<tr>
<td>B. Ketter</td>
<td>ZBA Mileage - 1/4/18 - 2/1/18</td>
<td>$69.76</td>
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<td>Konewko</td>
<td>Hearing Officer - December, January &amp; February</td>
<td>$1,500.00</td>
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<tr>
<td>T. Laz</td>
<td>ZBA Mileage - 10/12/17 - 2/1/18</td>
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<td>M. Loftus</td>
<td>ZBA Mileage - 10/12/17 - 11/30/17</td>
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<td>Ergonomic Stand Up Desk</td>
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<td>Verizon</td>
<td>Wireless phone charges - December, January &amp; February</td>
<td>$2,194.85</td>
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Requisition 25k and over

DC-P-0082-18

AWARDING RESOLUTION TO
HARRIS GOVERN
FOR ANNUAL SOFTWARE MAINTENANCE AND SUPPORT
(CONTRACT AMOUNT: $30,772.56)

WHEREAS, an agreement has been negotiated in accordance with County Board policy; and

WHEREAS the Development, Transportation and Public Works Committees recommend County Board approval for the issuance of a contract purchase order to Harris Govern, for annual software maintenance and support of the GOVERN system, for the Building & Zoning, the Division of Transportation and Public Works Departments.

NOW, THEREFORE, BE IT RESOLVED, that County contract covering said, for the annual software maintenance and support for the GOVERN system, for the period April 1, 2018 through March 31, 2019, for the Building & Zoning, the Division of Transportation and Public Works Departments, be, and it is hereby approved for issuance of a contract purchase order by the Procurement Department to Harris Govern, 1 Antares Drive, Suite 400, Ottawa On Canada K2E 8C4, for a contract total amount not to exceed $30,772.56.

Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest: _________________________________
PAUL HINDS, COUNTY CLERK

RESULT: APPROVED [UNANIMOUS]
MOVER: Elizabeth Chaplin, Vice Chair
SECONDER: Janice Anderson, District 5
AYES: Anderson, Chaplin, Eckhoff, Hart, Tornatore, Wiley
**PROCUREMENT REVIEW CHECKLIST**

**REQUISITION**

This form must accompany all County Purchase Requisitions.

### NEW PURCHASE ORDER REQUEST

<table>
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<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
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<td>March 7, 2018</td>
<td>$30,772.56</td>
<td>04-01-2018-03/31/2019</td>
<td>DEVELOPMENT COMMITTEE</td>
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### SOLICITATION METHOD FOR SOURCE SELECTION

**No Decision Memo Required**  Sole Source - Attach Sole Source Justification

- Jan Janowicz  Completed  03/07/2018 2:15 PM
- Eva Hitchcock  Completed  03/08/2018 9:14 AM
- Christopher Snyder  Completed  03/08/2018 9:25 AM
- Angela Bendinelli  Completed  03/09/2018 9:54 AM
- Nick Kottmeyer  Completed  03/13/2018 9:51 AM
- Kathy Ostrowski  Completed  03/13/2018 10:00 AM
- James McGuire  Completed  03/14/2018 2:25 PM
- Paul Rafac  Completed  03/14/2018 4:01 PM
- Kathy Ostrowski  Completed  03/14/2018 4:23 PM
- Public Works Committee  Completed  03/20/2018 9:15 AM
- Transportation Committee  Completed  03/20/2018 10:00 AM
- Development Committee  Completed  03/20/2018 11:00 AM
- Finance Committee  Pending  03/27/2018 8:00 AM
- Technology Committee  Pending  03/27/2018 9:00 AM
- County Board  Pending  03/27/2018 10:00 AM
Procurement Review Checklist
Procurement Services Division

This form must accompany all Purchase Order Requisitions
Attach Required Vendor Ethics Disclosure Statement

Vendor: Harris Govern
Vendor #: 88530
Contract Term: 4/1/18 - 3/31/19
Contract Total: $30,772.56

Dept: Building & Zoning
Contact: Marla Flynn
Phone: 6789
Assigned Committee: Development

Description of Procurement/Scope of Work/Background:
Annual Support & Maintenance for three (3) departments (42 users) of the GOVERN system, for the period of 4/1/18 - 3/31/19. FY18 Line 1: 1100-2810-53807 - $17,584.32; Line 2: 1500-3500-53807 - $9,524.84; Line 3: 2000-2665-53807 - $3,663.40.

Reason for Procurement:
The GOVERN system is unique to DuPage County and allows for review, issuance and tracking of all permits, impact fees, code violations and all accounts receivables associated with the County permitting process.

FUNDING SOURCE

☐ Procurement budgeted for (FY and budget code): FY18 See above under "Description" for budget codes.
☐ Budget Transfer (Date) ______________________ Add'l Information __________________________

DEcision memo not required

☐ LOWEST RESPONSIBLE QUOTE # or BID # ______________________ (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
☐ RENEWAL, Enter Bid # ______________________ Intergovernmental Agreement
☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 ☐ Public Utility
☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

DEcision memo required

☐ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP # ______________________ (include Evaluation Summary if applicable)
☐ RENEWAL OF RFP # ______________________
☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
☐ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
☐ OTHER THAN LOWEST RESPONSIBLE, BID # ______________________

Prepared by and Approval(s) (Initials Only)

MAF 3-7-18 Date 3-7-18 Date It Approval, if required Date

Reviewed by (Initials Only)

Buyer 3-14-18 Date Procurement Officer 3-14-18 Date

Chief Financial Officer (Decision Memos Over $25,000) Date Chairman's Office (Decision Memos Over $25,000) Date

Attachment: Harris Govern - Checklist (DC-P-0082-18 : Harris Govern)
**Purchase Requisition**  
Procurement Services Division

<table>
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<tr>
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<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
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<td>1</td>
<td>EA</td>
<td>Annual Maintenance &amp; Support for the GOVERN Software System, for the period April 1, 2018 through March 31, 2019. Per 55 ILCS 5/5-1022 &quot;Competitive Bids&quot; (c) not suitable for competitive bids - Sole Source</td>
<td></td>
<td></td>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td>30,772.56</td>
<td>30,772.56</td>
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**Requisition Total** $30,772.56

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order):

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order):

This PO20 needs to be set up with 3 lines as follows: FY18 - Line 1: 1100-2810-53807 - $17,584.32; Line 2: 1500-3500-53807 - $9,524.84; Line 3: 2000-2665-53807 - $3,663.40 for a total of $30,772.57.

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order):

Dev Committee 3/20/18 - PW Committee 3/20/18 - Transportation Committee 3/20/18 - Tech Committee (Info Only) 3/27/18 - FIN/CB 3/27/18
### JUSTIFICATION FOR SOLE SOURCE

(PLEASE COMPLETE AND ATTACH TO PURCHASE REQUISITION)

<table>
<thead>
<tr>
<th>REQUISITION #</th>
<th>DEPARTMENT</th>
<th>MANUFACTURER</th>
<th>PRODUCT #</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Harris Govern</td>
<td>Permitting Software System</td>
</tr>
</tbody>
</table>

#### DESCRIBE ITEM BEING JUSTIFIED AND ITS FUNCTION:

GOVERN Software Annual Maintenance & Support

#### THIS IS A SOLE SOURCE BECAUSE VENDOR IS:

- [ ] sole provider of a licensed or patented good or service
- [ ] sole provider of items that are compatible with existing equipment, inventory, systems, programs or services
- [ ] sole provider of factory-authorized warranty service
- [ ] sole authorized distributor – manufacturer has established territories (e.g. Caterpillar parts) (Please attach letter from the manufacturer)
- [ ] the manufacturer (please detail below or attach information regarding why only this manufacturer's product can be used)
- [X] the software manufacturer (and sole maintenance/update provider)
- [ ] other – (please detail below or in an attachment)

#### REQUESTED SOURCE

<table>
<thead>
<tr>
<th>Harris Govern</th>
</tr>
</thead>
</table>

#### CONTACT

<table>
<thead>
<tr>
<th>M'hammed Kettani</th>
</tr>
</thead>
</table>

#### PHONE

| 1-800-561-8168 x76222 |

#### WEBSITE

| mkettani@harriscomputer.com |

#### WHAT NECESSARY AND UNIQUE FEATURES DOES THIS VENDOR'S PRODUCT OR SERVICE PROVIDE WHICH ARE NOT AVAILABLE FROM OTHER VENDORS? (Please be specific)

The software was specifically written for DuPage County to allow for review, issuance and tracking of all permits and impact fees, as well as code violations and all accounts receivable functions associated with the permitting process.

#### HAS THE MARKET BEEN TESTED LATELY (LAST 12 MONTHS) ON THE APPLICABILITY OF SOLE SOURCE? (If not, why not?)

No. The system is unique to DuPage County and was designed for DuPage County by this vendor. Harris Govern is the only vendor able to provide support and maintenance for their own system.

#### WHAT STEPS WERE TAKEN TO VERIFY THAT THESE FEATURES ARE NOT AVAILABLE ELSEWHERE? WERE OTHER BRANDS/MANUFACTURERS EXAMINED? (Please list other products or services examined – include names & phone numbers of people contacted)

Extensive research of the other comparable systems was performed before this vendor was selected. The system was chosen because it offered the most effective program based on department needs.

#### SIGNATURE ON FILE

<table>
<thead>
<tr>
<th>3-7-18</th>
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</table>

#### DEPARTMENT APPROVAL DATE

<table>
<thead>
<tr>
<th>8/14/18</th>
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</thead>
</table>

#### PURCHASING REVIEW DATE

---

Attachment: Harris Govern - Sole Source (DC-P-0082-18 : Harris Govern)

---

Packet Pg. 13
February 28, 2018

DuPage County Building and Zoning Department
Attn: Marla Flynn
421 North County Farm Road
Dupage Center
Wheaton, IL 60187

Dear Ms. Flynn,

This letter is to advise that Harris Govern (formerly MS Govern, a division of Harris) is the Sole Source Provider for support, maintenance, and licensing of the Govern / CMS products. The source code for these products is proprietary, and is not available to any other entity. The design of the software is unique and Harris Govern is uniquely qualified to provide support, fixes, and enhancements for it.

Sincerely,

Dean deVilleneuve
Senior Executive Vice President
Remit To: Harris Govern;  
62137 Collections Center Drive, Chicago  
Chicago, IL 60693-0621

Bill To:  
DuPage County (IL)  
Jay Puckett  
421 North County Farm Road  
DuPage Center  
WHEATON, IL 60187  
USA

Ship To:  
DuPage County (IL)  
421 North County Farm Road  
DuPage Center  
WHEATON, IL 60187  
USA

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<td></td>
<td>LOCAL DELIVERY</td>
<td>MN APR</td>
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<table>
<thead>
<tr>
<th>Ordered</th>
<th>Item Number</th>
<th>Description</th>
<th>Unit Price</th>
<th>Ext Price</th>
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<tbody>
<tr>
<td>1.00</td>
<td>MAINTENANCE</td>
<td>Division of Transport 13 Users: 4/1/2018 to 3/31/2019</td>
<td>US$9,524.84</td>
<td>US$9,524.84</td>
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<tr>
<td>1.00</td>
<td>MAINTENANCE</td>
<td>Public Works 5 Users: 4/1/2018 to 3/31/2019</td>
<td>US$3,663.40</td>
<td>US$3,663.40</td>
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<tr>
<td>1.00</td>
<td>MAINTENANCE</td>
<td>Building and Zoning 24 Users: 4/1/2018 to 3/31/2019</td>
<td>US$17,584.32</td>
<td>US$17,584.32</td>
</tr>
</tbody>
</table>

Please Note: Payment is due at the start of the maintenance term

Subtotal: US$30,772.56
Misc: US$0.00
Tax: US$0.00
Freight: US$0.00
Trade Discount: US$0.00
Total: US$30,772.56

Invoice Questions? Please call Lee Ann Rooney at 1-888-847-7747 ext. 2367 OR e-mail leandray@harriscorp.com
The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

1. Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount at or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, “contractor or vendor” includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

2. All contractors and vendors who have obtained or are seeking contracts with the county shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future county contracts.

Continuing disclosure is required, and I agree to update this disclosure form as follows:
- If information changes, within five (5) days of change, or prior to county action, whichever is sooner
- 30 days prior to the optional renewal of any contract
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

The full text for the county’s ethics and procurement policies and ordinances are available at:
http://www.dupageco.org/CountyBoard/Policies/

I hereby acknowledge that I have received, have read, and understand these requirements.

Authorized Signature

Printed Name
Dean de Villeneuve

Title
Senior Executive Vice President

Date
March 1, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page 1 of 1 (total number of pages)
<table>
<thead>
<tr>
<th>RESULT:</th>
<th>APPROVED [UNANIMOUS]</th>
</tr>
</thead>
<tbody>
<tr>
<td>MOVER:</td>
<td>Janice Anderson, District 5</td>
</tr>
<tr>
<td>SECONDER:</td>
<td>Elizabeth Chaplin, Vice Chair</td>
</tr>
<tr>
<td>AYES:</td>
<td>Anderson, Chaplin, Eckhoff, Hart, Tornatore, Wiley</td>
</tr>
</tbody>
</table>
PROCUREMENT REVIEW CHECKLIST
REQUISITION
This form must accompany all County Purchase Requisitions.

NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
<th>DEVELOPMENT COMMITTEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 7, 2018</td>
<td>$22,095.00</td>
<td></td>
<td></td>
<td></td>
</tr>
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</table>

SOLICITATION METHOD FOR SOURCE SELECTION

No Decision Memo Required  Per Cooperative Agreement

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan Janowicz</td>
<td>Completed</td>
<td>03/07/2018 1:43 PM</td>
</tr>
<tr>
<td>Nick Kottmeyer</td>
<td>Completed</td>
<td>03/07/2018 3:46 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>03/08/2018 11:10 AM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>03/16/2018 3:01 PM</td>
</tr>
<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>03/16/2018 3:59 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>03/16/2018 4:07 PM</td>
</tr>
<tr>
<td>Development Committee</td>
<td>Completed</td>
<td>03/20/2018 11:00 AM</td>
</tr>
</tbody>
</table>
MEMORANDUM

To: Nick Kottmeyer, Director of Public Works & Operations

CC: Christopher C. Snyder, Director of Transportation/County Engineer
    Michael Tuman, Assistant County Engineer
    Jim Stran, Regulatory Services Manager

From: Joseph Bechtold, Fleet Maintenance Supervisor

Date: 02/12/18

Re: FY2018 Vehicle Purchase

In discussing the vehicle requirements of your department, your staff indicated a need for an additional vehicle with adequate traction as the vehicles will be utilized in the field and off-road. Fleet recommends a 2018 Ford Escape. The vehicle will be purchased per the Suburban Purchasing Co-op Contract #165.

Attached for your completion and processing are the necessary procurement forms and back up documentation. Forms will also be sent electronically for ease of completion. Please contact me at 630-407-6931 if you have any questions.
Purchase Requisition
Procurement Services Division

Send Purchase Order To:
Vendor: Currie Motors Frankfort Inc.  Vendor #: 12434
Attn: Thomas Sullivan  Email: thomas@sullivan@msn.com
Address: 9423 W. Lincoln Hwy
City: Frankfort  State: IL  Zip: 60423
Phone: 815-464-9200  Fax: 815-464-7500

Send Invoices To:
Dept: Building & Zoning
Attn: Kathleen Curcio  Email: kathy.black@dupageco.org
Address: 421 N. County Farm Rd.
City: Wheaton  State: IL  Zip: 60187
Phone: 630-407-6892  Fax: 630-407-6901

Send Payments To:
Vendor: Currie Motors
Attn: Thomas Sullivan  Email: thomas@sullivan@msn.com
Address: 9423 W. Lincoln Hwy
City: Frankfort  State: IL  Zip: 60423
Phone: 815-464-9200

Payment Terms
PER 50 ILCS 505/1
Use for PO25 only

F.O.B.
Destination

PO 20 Delivery Date
FY2018

Requisitioner
Kathleen Curcio

Ship To:
Dept: D.O.T. Fleet Maintenance
Attn: Joe Bechtold  Email: joseph.bechtold@dupageco.org
Address: 180 N. County Farm Rd.
City: Wheaton  State: IL  Zip: 60187
Phone: 630-407-6931  Fax: 630-407-6962

PO25 only

<table>
<thead>
<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Accnt Unit</th>
<th>Accnt #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>2018 Ford Escape SE 4dr 4x4</td>
<td>2018 Ford Escape SE 4dr 4x4</td>
<td>18</td>
<td>1100</td>
<td>2810</td>
<td>54120</td>
<td></td>
<td>22,095.00</td>
<td>22,095.00</td>
</tr>
</tbody>
</table>

Requisition Total $ 22,095.00

Header Comments (these comments will appear on the PO20 and PO25 Purchase Order):
FY2018 Vehicle Purchase BZ-8

Special Instructions/Comments to Buyer or Approver (these comments will NOT appear on the Purchase Order):
Per Suburban Purchasing Cooperative Contract #165. Ford Fleet #QB382

User Department Internal Notes (these comments will NOT appear on the Purchase Order):
Dev Committee 3/20/18

Date: Feb 12, 2018
Department Req #: 12200
RFP, Bid or Quote #: 18-1500-25
SPC#165

Attachment: Currie Motors - Requisition (2018-93 : Currie Motors)
Please enter the following:

<table>
<thead>
<tr>
<th>Titling Information:</th>
<th>DuPage County</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>421 N. County Farm Rd.</td>
</tr>
<tr>
<td></td>
<td>Wheaton, IL 60187</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contact Name</th>
<th>Joe Bechtold</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone Number</td>
<td>630-407-6931</td>
</tr>
<tr>
<td>Purchase Order Number</td>
<td></td>
</tr>
<tr>
<td>Fleet Identification Number</td>
<td>QB382</td>
</tr>
<tr>
<td>Tax Exempt Number</td>
<td>[redacted]</td>
</tr>
<tr>
<td>Total Dollar Amount</td>
<td>$22,095.00</td>
</tr>
<tr>
<td>Total Number of Units</td>
<td>One</td>
</tr>
<tr>
<td>Delivery Address</td>
<td>180 N. County Farm Rd.</td>
</tr>
<tr>
<td></td>
<td>Wheaton, IL 60187</td>
</tr>
</tbody>
</table>

*Orders Require Signed Original Purchase Order and Tax Exempt Letter*

Currie Motors Fleet  
9423 W. Lincoln Hwy  
Frankfort, IL 60423  
PHONE: (815)464-9200  
Tom Sullivan Curriefleet@gmail.com  
Kristen De La Riva Fleetcurrie@gmail.com

*Fleet Status is accessible by registering at [www.fleet.ford.com](http://www.fleet.ford.com). Please provide FIN Code at time of order*
August 10, 2017

Currie Motors
Mr. Thomas Sullivan
9423 W. Lincoln Hwy.
Frankfort, IL 60423

Dear Mr. Sullivan,

This letter is to request a model year rollover from Ford Motor Company on the Suburban Purchasing Cooperative (SPC) Contract #165 for the Ford Escape with Currie Motors, Frankfort IL, along with the first of three (3) available contract extensions from November 15, 2017 through November 14, 2018.

With acceptance of this contract, Currie Motors, Frankfort IL agrees to all terms and conditions set forth in the specifications contained within the Request for Proposals to which you responded.

Currie Motors, Frankfort, IL will handle all billing. Each vehicle purchased will be assessed a $120.00 administrative fee per vehicle which shall be paid directly by the vendor to the SPC on a quarterly basis.

The SPC looks forward to another productive year working with Currie Motors, Frankfort, IL. Please sign and date this agreement below, retaining copies for your files and returning the original to my attention. The SPC reserves the right to extend this contract for up to two (2) additional one-year terms upon mutual agreement of the both the vendor and the SPC on a negotiated basis.

Sincerely,

[Signature]

Ellen Dayan, CPPB
Purchasing Director
Northwest Municipal Conference

Name: Ellen Dayan
Northwest Municipal Conference

08/10/2017

[Signature]

Thomas Sullivan
Currie Motors

Date

DuPage Mayors & Managers Conference
1220 Oak Brook Road
Oak Brook, IL 60523
Suzette Quinto
Phone: (630) 571-0480
Fax: (630) 571-0484

Northwest Municipal Conference
1600 East Golf Rd., Suite 0700
Des Plaines, IL 60016
Ellen Dayan, CPPB
Phone: (847) 296-9200
Fax: (847) 296-9207

South Suburban Mayors And Managers Association
1904 West 174th Street
East Hazel Crest, IL 60429
Ed Proesel
Phone: (708) 206-1155
Fax: (708) 206-1133

Will County Governmental League
3180 Theodor Street, Suite 101
Joliet, IL 60435
Cherie Stomps
Phone: (815) 729-3525
Fax: (815) 729-3536

Packet Pg. 22
2018 Ford Escape S Front Wheel Drive
Contract# 165

Currie Motors Fleet
“Nice People To Do Business With”
Your Full-Line Municipal Dealer
www.CurrieFleet.com
Order Cut- Off : TBD
Currie Motors Frankfort Inc
9423 W Lincoln Hwy, Frankfort, Illinois, 604231388
Office: 708-479-1100

Customer Proposal

Prepared for: County Of Du Page

Prepared by: THOMAS SULLIVAN
Office: 708-479-1100

Date: 01/30/2018
Vehicle: 2018 Escape SE 4dr 4x4
Quote ID: DUPAGEESC
### Major Equipment

(Based on selected options, shown at right)

- EcoBoost 1.5L I-4 DOHC direct injection 179hp
- 6 speed automatic w/OD
- Auto stop-start feature
- Brake assistance
- Traction control
- Battery with run down protection
- Automatic air conditioning
- Tinted glass
- Wireless streaming
- LED brake lights
- Dual power remote mirrors
- 17 x 7.5 aluminum wheels
- Driver and front passenger seat mounted side airbags
- SecuriLock immobilizer
- Tachometer
- Underseat ducts
- 60-40 folding rear split-bench
- No Boundaries Roof Rack

<table>
<thead>
<tr>
<th>Exterior: Oxford White</th>
<th>Interior: Charcoal Black</th>
</tr>
</thead>
<tbody>
<tr>
<td>4-wheel ABS</td>
<td>Electric parking brake</td>
</tr>
<tr>
<td>P 235/65R17 BSW AS H-rated tires</td>
<td>Advance Trac w/Roll Stability Control</td>
</tr>
<tr>
<td>Dual zone electronic automatic temperature control</td>
<td>SiriusXM AM/FM/Satellite with seek-scan, single in-dash CD player, MP3 decoder, external memory control, internet radio</td>
</tr>
<tr>
<td>Daytime running</td>
<td>Rear child safety locks</td>
</tr>
<tr>
<td>Variable intermittent wipers</td>
<td>Dual front airbags</td>
</tr>
<tr>
<td>Airbag occupancy sensor</td>
<td>Rear window defroster</td>
</tr>
<tr>
<td>Heated reclining front bucket seats</td>
<td>Audio control on steering wheel</td>
</tr>
</tbody>
</table>

### Selected Options

- **STANDARD VEHICLE PRICE**: $26,955.00
- Equipment Group 200A: N/C
- Monotone Paint Application: STD
- 106" Wheelbase: STD
- 50-State Emissions System: STD
- Oxford White: N/C
- Charcoal Black: N/C
- Daytime Running Lamps (DRL): $45.00
- Front & Rear Floor Liners: $125.00
- Engine: 1.5L EcoBoost: Included
- Transmission: 6-Speed Automatic w/SelectShift: Included
- 3.51 Axle Ratio: Included
- GVWR: TBD: Included
- Tires: P235/65R17 A/S BSW: Included
- Wheels: 17" Sparkle Silver-Painted Aluminum: Included
- Heated Unique Cloth Front Bucket Seats: Included
- Radio: AM/FM Stereo w/Single-CD/MP3 Player: Included
- SYNC Communications & Entertainment System: Included

| SUBTOTAL | $27,125.00 |
| Destination Charge | $995.00 |

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability, or pricing adjustments not reflected in the dealer’s computer system. See subdealer for the most current information.

Prepared for: County Of Du Page
By: THOMAS SULLIVAN Date: 01/30/2018

2
## Selected Options

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>MSRP</th>
</tr>
</thead>
<tbody>
<tr>
<td>U9G</td>
<td>Base Vehicle Price (U9G)</td>
<td>$26,955.00</td>
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</tbody>
</table>

### Packages

<table>
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<tr>
<th>Code</th>
<th>Description</th>
<th>MSRP</th>
</tr>
</thead>
<tbody>
<tr>
<td>200A</td>
<td>Equipment Group 200A</td>
<td>N/C</td>
</tr>
</tbody>
</table>

- **Includes:**
  - Engine: 1.5L EcoBoost
  - Transmission: 6-Speed Automatic w/SelectShift
  - 3.51 Axle Ratio
  - GVWR: TBD
  - Tires: P235/55R17 A/S BSW
    - Low-Rolling-Resistance. Includes mini spare.
  - Wheels: 17" Sparkle Silver-Painted Aluminum
  - Heated Unique Cloth Front Bucket Seats
    - Includes 10-way power driver seat (includes power lumbar and power recline) and 4-way manual front passenger (fore/aft with manual recline).
  - Radio: AM/FM Stereo w/Single-CD/MP3 Player
    - Includes 6 speakers, speed compensated volume and SiriusXM radio with a 6 month prepaid subscription. Note: SiriusXM audio and data services each require a subscription sold separately, or as a package, by Sirius XM Radio Inc. If you decide to continue service after your trial, the subscription plan you choose will automatically renew thereafter and you will be charged according to your chosen payment method at then-current rates. Fees and taxes apply. To cancel you must call SiriusXM at 1-866-635-2349. See SiriusXM Customer Agreement for complete terms at [www.siriusxm.com](http://www.siriusxm.com). All fees and programming subject to change. Sirius, XM and all related marks and logos are trademarks of Sirius XM Radio Inc.
  - SYNC Communications & Entertainment System
    - Includes enhanced voice recognition communication, 911 Assist, 4.2" LCD screen in center stack, AppLink and 1 smart charging multimedia USB port.

### Powertrain

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Included</th>
</tr>
</thead>
<tbody>
<tr>
<td>99D</td>
<td>Engine: 1.5L EcoBoost</td>
<td>Included</td>
</tr>
</tbody>
</table>

- **Includes auto start-stop technology.**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Included</th>
</tr>
</thead>
<tbody>
<tr>
<td>446</td>
<td>Transmission: 6-Speed Automatic w/SelectShift</td>
<td>Included</td>
</tr>
<tr>
<td>STDAX</td>
<td>3.51 Axle Ratio</td>
<td>Included</td>
</tr>
<tr>
<td>STDGV</td>
<td>GVWR: TBD</td>
<td>Included</td>
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</tbody>
</table>

### Wheels & Tires

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Included</th>
</tr>
</thead>
<tbody>
<tr>
<td>STDTR</td>
<td>Tires: P235/55R17 A/S BSW</td>
<td>Included</td>
</tr>
</tbody>
</table>

- Low-Rolling-Resistance. Includes mini spare.

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Included</th>
</tr>
</thead>
<tbody>
<tr>
<td>64N</td>
<td>Wheels: 17&quot; Sparkle Silver-Painted Aluminum</td>
<td>Included</td>
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</tbody>
</table>

### Seats & Seat Trim

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Included</th>
</tr>
</thead>
<tbody>
<tr>
<td>K</td>
<td>Heated Unique Cloth Front Bucket Seats</td>
<td>Included</td>
</tr>
</tbody>
</table>

- Includes 10-way power driver seat (includes power lumbar and power recline) and 4-way manual front passenger (fore/aft with manual recline).

### Other Options

---

**Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer’s computer system. See salesperson for the most current information.**

**Prepared for:** County Of Du Page  
**By:** THOMAS SULLIVAN  
**Date:** 01/30/2018
### Selected Options (cont'd)

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>MSRP</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAINT</td>
<td>Monotone Paint Application</td>
<td>STD</td>
</tr>
<tr>
<td>106WB</td>
<td>106&quot; Wheelbase</td>
<td>STD</td>
</tr>
<tr>
<td>STD/RD</td>
<td>Radio: AM/FM Stereo w/SINGLE-CD/MP3 Player</td>
<td>Included</td>
</tr>
</tbody>
</table>

SiriusXM service is not available in Alaska and Hawaii.

Includes 8 speakers, speed compensated volume and SiriusXM radio with a 6 month prepaid subscription. Note: SiriusXM audio and data services each require a subscription sold separately, or as a package, by Sirius XM Radio Inc. If you decide to continue service after your trial, the subscription plan you choose will automatically renew thereafter and you will be charged according to your chosen payment method at that current rates. Fees and taxes apply. To cancel you must call SiriusXM at 1-866-635-2349. See SiriusXM Customer Agreement for complete terms at www.siriusxm.com. All fees and programming subject to change. Sirius, XM and all related marks and logos are trademarks of Sirius XM Radio Inc.

Includes:
- SYNC Communications & Entertainment System
- Includes enhanced voice recognition communication, 911 Assist, 4.2" LCD screen in center stack, AppLink and 1 smart charging multimedia USB port.

| 50C   | Front & Rear Floor Liners                       | $125.00 |

### Fleet Options

| 942   | Daytime Running Lamps (DRL)                     | $45.00  |

REQUIRES valid FIN code.

Non-configurable. Replaces the standard Configurable Daytime Running Lamps (DRL).

### Emissions

| 425   | 50-State Emissions System                       | STD   |

### Interior Colors

| KB_01 | Charcoal Black                                  | N/C   |

### Primary Colors

| YZ_01 | Oxford White                                    | N/C   |

### Upfit Options

| P-01  | Municipal Plates/Title-Shipped                 | $203.00 |
| R-001 | Rust Proofing and Sound Shield                 | $295.00 |

**SUBTOTAL**

$27,623.00

Destination Charge

$995.00

**TOTAL**

$28,618.00
## Warranty - Standard Equipment & Specs

<table>
<thead>
<tr>
<th>Warranty</th>
<th>Distance</th>
<th>Present</th>
<th>End Termination</th>
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</thead>
<tbody>
<tr>
<td><strong>Basic</strong></td>
<td>36000 miles</td>
<td>Months</td>
<td>36 months</td>
</tr>
<tr>
<td><strong>Powertrain</strong></td>
<td>60000 miles</td>
<td>Months</td>
<td>60 months</td>
</tr>
<tr>
<td><strong>Corrosion Perforation</strong></td>
<td>Unlimited miles</td>
<td>Months</td>
<td>60 months</td>
</tr>
<tr>
<td><strong>Roadside Assistance</strong></td>
<td>60000 miles</td>
<td>Months</td>
<td>60 months</td>
</tr>
</tbody>
</table>

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer’s computer system. See salesperson for the most current information.

Prepared for: County Of Du Page  
By: THOMAS SULLIVAN  
Date: 01/30/2018
Pricing - Single Vehicle

Vehicle Pricing

<table>
<thead>
<tr>
<th>Description</th>
<th>MSRP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Vehicle Price</td>
<td>$26,955.00</td>
</tr>
<tr>
<td>Options &amp; Colors</td>
<td>$170.00</td>
</tr>
<tr>
<td>Ufitting</td>
<td>$498.00</td>
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<tr>
<td>Destination Charge</td>
<td>$995.00</td>
</tr>
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</table>

Subtotal: $28,618.00

Pre-Tax Adjustments

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>M-001</td>
<td>Municipal Discount thru the NWMC Contract</td>
<td>-$6,523.00</td>
</tr>
</tbody>
</table>

Total: $22,095.00

Customer Signature

Acceptance Date

---

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer’s computer system. See salesperson for the most current information.

Prepared for: County Of Du Page
By: THOMAS SULLIVAN Date: 01/30/2018
### Procurement Review Checklist

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions. Attach Required Vendor Ethics Disclosure Statement.

<table>
<thead>
<tr>
<th>Vendor: Currie Motors Frankfort Inc.</th>
<th>Vendor #: 12434</th>
<th>Contract Term: FY2018</th>
<th>Contract Total: $22,095.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Building &amp; Zoning</td>
<td>Contact: Marla Flynn</td>
<td>Phone: X6789</td>
<td>Assigned Committee: Development</td>
</tr>
</tbody>
</table>

#### Description of Procurement/Scope of Work/Background
Furnish and deliver (1) 2018 Ford Escape SE 4dr 4x4, for the Building & Zoning Department.

#### Reason for Procurement
This vehicle purchase is needed to perform timely field inspections for permitted work as well as violation inspections within the County.

#### FUNDING SOURCE
- [ ] Procurement budgeted for (FY and budget code(s)): FY18 1100-2810-54120
- [ ] Budget Transfer (Date) ____________ Add'l Information

#### DECISION MEMO NOT REQUIRED
- [ ] LOWEST RESPONSIBLE QUOTE # or BID # ____________ (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- [ ] RENEWAL, Inte: Bid # ____________ [ ] Intergovernmental Agreement
- [ ] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 [ ] Public Utility
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below: ________________________________

#### DECISION MEMO REQUIRED
- [ ] Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- [ ] Per Coop (DPC4-107) select one below:
  - NWMC Northwest Municipal Conference/SPC # 165

#### EXPLANATION OF REQUEST FOR PROPOSAL RFP # ____________ (Include Evaluation Summary if applicable)

#### REVIEWED BY (Initials Only)

<table>
<thead>
<tr>
<th>Buyer Date</th>
<th>Procurement Officer Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-16-18</td>
<td>3-8-18</td>
</tr>
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</table>

#### PREPARED BY AND APPROVAL(S) (Initials Only)

<table>
<thead>
<tr>
<th>Prepared By Date</th>
<th>Recommended for Approval Date</th>
<th>IT Approval, if required Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>maf Mar 7, 2018</td>
<td>3-7-18</td>
<td></td>
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#### CHIEF FINANCIAL OFFICER (Decision Memos Over $25,000)

<table>
<thead>
<tr>
<th>Date</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-16-18</td>
<td>Chairman's Office Date</td>
</tr>
</tbody>
</table>
Decision Memo
Procurement Services Division
This form is required for all Professional Service Contracts over $25,000 and as otherwise required by the Procurement Review Checklist.

Requesting Department: Building & Zoning/DOT
Contact Email: marla.flynn@dupageco.org
Vendor Name: Currie Motors Frankfort Inc

Department Contact: Marla Flynn
Contact Phone: X6789
Vendor #: 12434

Date: Feb 12, 2018
MinuteTrak (IQM2) ID #: 12200
Department Requisition #: 18-1500-25

Action Requested - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.
Recommendation for the approval for the purchase of a 2018 Ford Escape as an additional vehicle to the Building & Zoning Department fleet through the Suburban Purchasing Cooperative Contract #165 in the amount of $22,095.00

Summary Explanation/Background - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.
In order to perform timely field inspections for permitted work and violation inspections within DuPage County an additional vehicle was budgeted through the 2018 Budget process.

Strategic Impact - Select one of the five strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.
Customer Service
This vehicle purchase is needed to perform timely field inspections for permitted work as well as violation inspections within the County.

Source Selection/Vetting Information - Describe method used to select source.
Fleet Maintenance investigated pricing from multiple sources including a local vendor and other cooperative purchasing agreements. The SPC Contract #165 was the lowest responsible bid for the new Ford Escape.

Recommendations/Alternatives - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.
1) Staff recommends securing a contract to purchase a Ford Escape through the SPC Contract #165. Recommended due to this price being the lowest over all other sources.
2) The second option includes going out to bid, however this is not recommended.

Fiscal Impact/Cost Summary - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.
$22,095.00 will be removed from line FY18 - 1100-2810-54120
Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Company Name: CURRIE MOTORS FRANKFORT  
Company Contact: THOMAS SULLIVAN
Contact Phone: (815) 464-9200  
Contact Email: CURRIEFLEET@GMAIL.COM

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

1. Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount at or in excess of $25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

- NONE (check here) - If no contributions have been made

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Donor</th>
<th>Description (e.g. cash, type of item, in-kind services, etc.)</th>
<th>Amount/Value</th>
<th>Date Made</th>
</tr>
</thead>
</table>

2. All contractors and vendors who have obtained or are seeking contracts with the county shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

- NONE (check here) - If no contacts have been made

<table>
<thead>
<tr>
<th>Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
</table>

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future county contracts.

Continuing disclosure is required, and I agree to update this disclosure form as follows:

- If information changes, within five (5) days of change, or prior to county action, whichever is sooner
- 30 days prior to the optional renewal of any contract
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

The full text for the county's ethics and procurement policies and ordinances are available at:
http://www.dupageco.org/CountyBoard/Policies/

I hereby acknowledge that I have received, have read, and understand these requirements.

Authorized Signature: [Signature]
Printed Name: THOMAS SULLIVAN
Title: CAM
Date: Jan 23, 2018

Attach additional sheets if necessary. Sign each sheet and number each page. Page _____ of _____ (total number of pages)
COUNTY OF DU PAGE, ILLINOIS  
PROCUREMENT SERVICES DIVISION  

Pricing Tabulation  

IQM2 #12200  

2018 Ford Escape  

<table>
<thead>
<tr>
<th>Responsible Bids:</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Currie Motors / SPC Cooperative</td>
<td>$22,095.00</td>
</tr>
<tr>
<td>Landmark Ford/ State of Illinois contract</td>
<td>$24,973.00</td>
</tr>
<tr>
<td>GSA</td>
<td>Not Available</td>
</tr>
</tbody>
</table>

Pricing obtained by directly contacting Currie Motors/SPC Cooperative and Landmark Ford/State of Illinois contracted vendor.

Larry Gammel, DuPage County Buyer

2/22/2016
MEMORANDUM

TO: DuPage County Development Committee
FROM: DuPage County Zoning Board of Appeals
DATE: March 1, 2018
RE: Z18-003 Tempco Heater Electric Company (Addison/Dist. 1)

Development Committee: March 20, 2018:

Zoning Board of Appeals Meeting: March 1, 2018: The Zoning Board of Appeals recommended to approve the following zoning relief:

1. Conditional Use to allow parking lot off site from the principal use;
2. Map Amendment from R-4 Single Family Residential to O-Office;
3. Variation from the following yard requirements:
   a. Front yard from 40 feet to 12 feet;
   b. South side yard from 40 feet to 12 feet;
   c. North side yard from 20 feet to 12 feet;
   d. West rear from 40 feet to 12 feet.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z18-003 Tempco Heater Electric Company dated February 22, 2018.
2. That the parking lot shall be used for employee parking only for Tempco Heater Electric Company or any successor owner, lessee or user of the Tempco Heater Electric Company Facilities.
3. That Conditional Use and variations thereto shall apply only to the parking lot on the property. Should the parking lot no longer be used as a parking lot the Conditional Use and Variations thereto shall terminate immediately.
4. That there be no lights on or in the parking lot.
5. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

6. That in conjunction with the submittal of a building permit the developer provides a landscape plan consistent with petitioner’s landscape plan submitted as exhibit #4 Landscape Plan as part of #Z18-003 Tempco Heater Electric Company dated February 22, 2018. Said plan to consist of at least the following:
   a. A full landscape screen on the west and south side of the property.
   b. In addition to the full landscape vegetated screen on the west and south sides of the property an eight (8) foot tall solid fence.
   c. Partial landscape screens on the north and east side of the property.

7. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

ZBA VOTE (to Approve): 6 Ayes, 0 Nays, 1 Absent

FINDINGS OF FACT:
1. That petitioner testified that they seek to use the existing single family residential property that they own as a new fully improved offsite parking area for their employees.

2. Petitioner testified that they have outgrown their existing parking areas on their several commercial and manufacturing sites in the Village of Wood Dale immediately adjacent to the subject property and have a need to provide additional parking for their employees only on the subject property.

3. That petitioner testified that they have been using the subject property as a parking lot for at least 5 years where vehicles have been parking at first on the grass and now on a gravel area which is not in compliance with the County Zoning Code.

4. That petitioner testified that they have sought to annex the subject property into the Village of Wood Dale do develop same as an employee parking lot to no avail.

5. That petitioner testified that the subject property is located immediately to the south of property that they own in the Village of Wood Dale that has been annexed, rezoned to an Industrial Zone and redeveloped as one of their several offices and manufacturing buildings for their Tempco Heater Electric Company.
6. That petitioner testified that the subject property is ideally suited for a parking lot as it is immediately adjacent to property that they own and use for industrial use and provided immediately adjacent parking for their employees.

7. That petitioner testified that the subject property while zoned in the County as a single family residential property is located in an area along Central Ave. that is developed with commercial and industrial uses, zoning district and land use plans showing the area as non-residential.

8. That petitioner testified that the subject property is located adjacent to other property in the County zoned residential but used for non-residential uses including an Illinois Pollution Control Board regulated land use of a pet crematorium and cemetery to the south east on Catalpa Street.

9. That petitioner testified that adjacent to the south of the subject property are several single family homes that have been impacted by the presence of the industrial uses on the east and west sides of Central Ave. and the truck traffic on Central Ave., and have fallen into disrepair.

10. That petitioner testified that they seek the rezoning of the property, the Conditional Use for an off street parking areas and the variations to facilitate a parking area that meets the county requirements relative to parking stall size and parking circulation size.

   a. Furthermore, that petitioner testified that the need for the variations is generated by the size of the lot relative to the parking requirements for stalls and circulation requirements.

   b. That the variations are for yards only and decrease in setback is mitigated by the proposed landscape screening proposed to screen the use from adjacent residential property, including a proposed 8 foot tall solid fence on the west and south sides of the property and full landscape screening between the fencing and the property line adjacent to the residential properties.

   c. Furthermore, petitioners testified that the proposed operations of the parking area will further mitigate the setback variation request as the parking area will have no lights, be used for employee parking only and will not be used prior to 6 am and after 8 pm during regular working hours.
STANDARDS FOR MAP AMENDMENT, CONDITIONAL USES AND VARIATIONS:

1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the MAP AMENDMENT, CONDITIONAL USES AND VARIATIONS is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development; and specifically that the granting of the Conditional Use will not:

   a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that the proposed use will be for outdoor open parking of employee vehicle only and that there will be no buildings or other structures developed on the property.

      • Furthermore, that petitioner has demonstrate that the encroachments in the setback yards will be mitigated by substantial landscaping beyond the required full landscape screens in the south and west yards to include a 8 foot tall solid fence to provide a complete screen from the residential properties to the south and west side of the parking area.

   b. Increase the hazard from fire or other dangers to said property as petitioner has demonstrated that property will only be used as a parking lot for the passenger vehicles of the employees of the business and that the parking stalls and circulation will be built and maintained to the County specifications for same allowing positive ingress and egress to and from the property for emergency vehicles and those using the parking lot.

   c. Unduly increase traffic congestion in the public streets and highways as petitioner has demonstrated that that property will only be used as a parking lot for the passenger vehicles of the employees of the business and that the parking stalls and circulation will be built and maintained to the County specifications for same allowing positive ingress and egress to and from the property for emergency vehicles and those using the parking lot.

   d. Increase the potential for flood damages to adjacent property as petitioner has demonstrated that the proposed parking lot will built pursuant to all other codes and requirements of the County and even though detention is not required the parking lot will provide positive drainage and some detention in the parking lot area where currently there is unrestricted and uncontrolled flow of drainage on the property.
e. Otherwise impair the public health, safety, comfort, morals or general welfare of the inhabitants of DuPage County as petitioner has demonstrated that that the proposed development will only be used for a parking lot for the Tempco Corporation or its successors owners of their buildings and that the Tempco Office Manufacturing use located to the north and east of the subject property is consistent with the trend of development in the area towards office and industrial uses along Central Ave.

**PETITIONER’S DEVELOPMENT FACT SHEET**

<table>
<thead>
<tr>
<th>GENERAL ZONING CASE INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>CASE #/PETITIONER</td>
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<table>
<thead>
<tr>
<th>ZONING REQUEST:</th>
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<tbody>
<tr>
<td>1. Conditional Use to allow parking lot off site from the principal use;</td>
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<tr>
<td>2. Map Amendment from R-4 Single Family Residential to O-Office;</td>
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<tr>
<td>3. Variation from the following yard requirements:</td>
</tr>
<tr>
<td>a. Front yard from 40 feet to 12 feet;</td>
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<tr>
<td>b. South side yard from 40 feet to 12 feet;</td>
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<tr>
<td>c. North side yard from 20 feet to 12 feet;</td>
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<tr>
<td>d. West rear from 40 feet to 12 feet.</td>
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<tr>
<th>OWNER</th>
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<tbody>
<tr>
<td>TEMPCO HEATER ELECTRIC CORPORATION 607 N. CENTRAL AVENUE, WOOD DALE ILLINOIS 60191</td>
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<table>
<thead>
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<th>ADDRESS/LOCATION</th>
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<tr>
<td>6N504 CENTRAL AVENUE, WOOD DALE, IL 60191</td>
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<table>
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<th>PIN</th>
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<tr>
<td>0-5 DU AC.</td>
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<th>AREA</th>
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<td>.40 ac. 17,424 sq. ft.</td>
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<td>Daily Herald: February 6, 2018</td>
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<td>February 22, 2018</td>
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<tr>
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<td>No objection/concerns with the concept of the petition. Additional information may be required at time of permit application</td>
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<tbody>
<tr>
<td>Objects: See attached documentation.</td>
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<th>PROPOSED</th>
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5
Front Yard: 40 feet  NA  12 feet
South Int. Side Yard: 40 feet  NA  12 feet
North Int. Side Yard: 20 feet  NA  12 feet
West Rear Yard: 40 feet  NA  12 feet
Height: NA  NA  NA

LAND USE

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<th>Zoning</th>
<th>Existing Use</th>
<th>LUP</th>
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<tr>
<td>Subject R-4 SF RES</td>
<td>VACANT</td>
<td>0-5-DU AC</td>
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<tr>
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<td>INDUSTRIAL USE FOR TEMPCO INC.</td>
<td>LOCATED IN WOOD DALE</td>
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<tr>
<td>South R-4 SF RES</td>
<td>SF HOME</td>
<td>0-5-DU AC</td>
<td></td>
</tr>
<tr>
<td>East Central Ave. and Beyond Industrial in Wood dale</td>
<td>INDUSTRIAL USE FOR TEMPCO INC.</td>
<td>LOCATED IN WOOD DALE</td>
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<tr>
<td>West R-4 SF RES</td>
<td>SF HOME</td>
<td>0-5-DU AC</td>
<td></td>
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</table>
VIA E-MAIL TRANSMISSION

Mr. Robert J. Karhoff
Chairman
DuPage County Zoning Board of Appeals
421 N. County Farm Road
Wheaton, IL 60187

Re: Tempco Electric Heater Corporation
Zoning Board Petition: Z1803-003
Our File No.: 02-676

Dear Chairman Karhoff:

I am writing in connection with the above-referenced Zoning Petition. The purpose of this correspondence is to advise the DuPage County Zoning Board of Appeals that this Petitioner previously sought to annex the property that is the subject of the Public Hearing scheduled for February 22, 2018, to the City limits of the City of Wood Dale. The Petitioner proposed a use similar to that for which it seeks relief from the County and requested similar relief from the City. That relief was denied by the City of Wood Dale.

I have included herewith, as an attachment, the Staff Report from the City of Wood Dale on this Property, dated May 15, 2017; the Agendas and Minutes from the proceedings before the City of Wood Dale Committee of the Whole, dated June 6, 2017; proceedings before the City Council, dated June 15, 2017; and correspondence from the City, dated July 25, 2017; for the County’s consideration.

The City of Wood Dale rejected the request by the Petitioner to approve a parking use on the subject property, due in part, to the proximity of the proposed use to the adjacent residential properties, the Petitioner’s refusal to provide a Landscape Buffer between the parking and the property next door to the subject property and the fact that it remains the intention of the City to ultimately annex the subject property.
Robert J. Kantholl  
February 14, 2018  
Page 2

Should you have any questions regarding this matter, please feel free to contact me.

Very truly yours,

BOND, DICKSON & CONWAY

/s/ Patrick K. Bond

Patrick K. Bond

PKB/ams
Enclosures

c: Paul Hess, Economic Development and Planning and Zoning Coordinator
wo Enclosures
Jeffrey Mermuya, City Manager
Edmund Coge, Community Development Director
Kelley Chiffese, Assistant Community Development Director
MEMO

DATE: May 15, 2017
TO: Community Development Commission
FROM: Kelley Christe, AICP, Assistant Community Development Director
SUBJECT: Case No. 15-A-9, Comprehensive Plan Map Amendment, Zoning Map Amendment, Final Subdivision Plat, Text Amendment, Eight Variations and Major Site Plan Review for 6N504 and 610 N Central Avenue (PINs 03-10-07-02S, -036).

REQUEST

The applicant, Tempco Electric Heater Corporation, has proposed a building addition and parking lot expansion at 6N504 and 610 N Central Avenue (PINs 03-10-07-02S, -036). An application was submitted requesting the following:

- Comprehensive Plan Map Amendment to amend the Future Land Use Map for 6N504 Central Avenue from Conservation/Private Open Space/Moderate Density Single Family to Limited Manufacturing (Medium Intensity);
- Zoning Map Amendment to rezone 6N504 Central Avenue from R-1, Estate Residential, upon annexation to I-1, Light Industrial;
- Final Subdivision Plat to consolidate 6N504 and 610 N Central Avenue into one lot;
- Text Amendment to authorize variations from Landscape and Screening regulations contained in Section 17.607.C of the Unified Development Ordinance (UDO – Chapter 17 of the Municipal Code);
- Variations:
  1. Reduce the parking setback in yards adjacent to residential districts for 6N504 Central Avenue from 20-feet required by Section 17.607.C.5 of the UDO to 4-feet from the west property line and 6.5-feet from the south property line;
  2. Reduce the Side Setback Variation on 610 N Central Avenue from 30-feet (required via Ord. 1927) to 10-feet;
  3. Reduce the width of parking stalls from 9-feet required by Section 17.607.D.3.b of the UDO to 6.5-feet;
  4. Reduce the width of driveway from 24-feet required by Section 17.607.D.3.c(1) of the UDO to 22-feet;
5. Eliminate the 10-foot setback for Foundation Landscaping required by Section 17.606.C.6.b of the UDO along the north perimeter of the building addition;
6. Eliminate the Landscape islands required by Section 17.606.C.5.b(1) of the UDO at the ends of the parking lot rows;
7. Reduce the number of Parking Space Landscape Islands from 4 required by Section 17.606.C.5.b(2/A) of the UDO to 1 for the parking row along the north property line and eliminate the Parking Space Landscape Islands for the parking row along the south property line; and
8. Eliminate the Perimeter Landscaping shade trees required by Section 17.606.C.5.b(2)/b) of the UDO where the parking lot abuts residential properties; and
   • Major Site Plan Review.

PROPERTY INFORMATION

<table>
<thead>
<tr>
<th>Address:</th>
<th>6N504 Central Avenue</th>
<th>610 N Central Avenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>PINs:</td>
<td>03-10-107-026</td>
<td>03-10-107-036</td>
</tr>
<tr>
<td>Property Size:</td>
<td>17,664 square feet</td>
<td>210,331 square feet</td>
</tr>
<tr>
<td>Existing Land Use:</td>
<td>Parking Lot</td>
<td>Industrial</td>
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<tr>
<td>Future Land Use:</td>
<td>Conservation/Private Open</td>
<td>Limited Manufacturing (Medium-intensity)</td>
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<tr>
<td></td>
<td>Single Family</td>
<td>Space and Moderate Density</td>
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<tr>
<td>Existing Zoning:</td>
<td>R-3, Single-Family Residence (DuPage County)</td>
<td>I-1, Light Industrial</td>
</tr>
</tbody>
</table>

Surrounding Land Use & Zoning

- North: R-3, Single-Family Residence (DuPage County)
- South: R-3, Single-Family Residence (DuPage County)
- East: I-1, Light Industrial
- West: R-3, Single-Family Residence (DuPage County)

ANALYSIS

Submittals
The analysis and recommendation provided within this memo are based on the following documents, which are on file in the Community Development Department and attached as noted:
- Public Hearing Application and accompanying petitions
- Location Map (Exhibit A)
- Plat of Survey for 6N504 Central Avenue (Exhibit B)
- Plat of Survey for 610 N Central Avenue (Exhibit C)
- Ordinance No. 1927 – An Ordinance Granting Certain Variations for Property Commonly Known as 6N504 Central Avenue, Wood Dale, Illinois (Exhibit D)
- Petitioner Narrative (Exhibit E)
- Final Plat Tempco Consolidation of 6N504 and 610 N Central Avenue (Exhibit F)
- Proposed Building Addition and Parking Lot Improvements Plans (Exhibit G)
- Proposed Building Addition for Tempco Electric Heater Corp. Architectural Drawings (Exhibit H)
Project Description
The subject property commonly known as 6N504 and 610 N Central Ave is located on the west side of Central Avenue, approximately 80 feet north of Haynes Drive (see Exhibit A). 6N504 Central Ave is currently unincorporated with R-3, Single-Family Residence, zoning in DuPage County and is improved with a gravel parking lot (see Exhibit B) to support the existing business operations of Tempco Electric Heater Corporation located at 607 and 610 N Central Ave. 610 N Central Ave is currently zoned I-1, Light Industrial, and is improved with an approximately 44,000 square foot industrial building and surface parking (see Exhibit C).

Tempco Electric Heater Corporation is a manufacturer of electric heating elements, temperature sensors and temperature controls since 1972. It moved its operations to Wood Dale at 607 N Central Ave in 1989. Tempco annexed the property at 610 N Central Ave (across the street from 607 N Central) in 1998 to construct a second facility. With the approval of the second location, a side yard variation was granted at 610 N Central Ave (formerly 6N536 Central Ave) to allow a 4-foot setback along the north property line with an increased 30-foot side yard along the south property line, where 20-foot was required by codes (see Exhibit D). Tempco currently employs approximately 450 people between the two facilities. The company has identified not only space constraints at both buildings but also has a parking shortage due to the number of employees required for the labor intense nature of the business. In fact, employees currently use the gravel parking lot at 6N504 Central Ave in addition to parking at both facilities. Tempco is continuing to expand its business in Wood Dale and is planning to construct an addition to 610 N Central Ave and expand parking on 6N504 and 610 N Central Ave. With these
improvements, Tempco anticipates generating up to 50 new jobs over the next few years. The petitioner's narrative is included as Exhibit E.

Annexation
While the annexation is not included in the public hearing, it is worth noting that the other requests are contingent upon the Council's annexation of 6N504 Central Ave.

Comprehensive Plan Map Amendment
The Comprehensive Plan designates the Future Land Use of 6N504 Central Ave as Conservation/Private Open Space/Low Intensity Single Family. Tempco requests a Map Amendment to the Future Land Use Map to designate the property as Limited Manufacturing (Medium Intensity), which is consistent with the designation for 610 N Central Ave.

Zoning Map Amendment
Upon annexation, 6N504 Central Avenue will be zoned R-1, Estate Residential, by default. Tempco is requesting a Zoning Map Amendment (Rezoning) to I-1, Light Industrial, to be consistent with the zoning of 610 N Central Ave.

Final Subdivision Plat
A Final Subdivision Plat is being requested to consolidate 6N504 and 610 N Central Ave into one lot and be able to comply with the stormwater regulations and lot use and development standards. The Final Plat Tempco Consolidation is provided as Exhibit F.

Text Amendment
A Text Amendment is being requested to authorize variations from Landscape and Screening regulations contained in Chapter 17, Article VI, Section 17.606.C of the Municipal Code. Specifically, the proposed text amendment is to add Section 17.404(A.4.b)(6) that reads, "To vary the regulations relating to landscaping and screening requirements contained in Section 17.606.C of this Chapter."

Major Site Plan Review and Variations
The subject property (6N504 and 610 N Central Ave) is improved with an approximately 44,000 square foot single story industrial building and 70 surface parking spaces. The proposed building addition will add approximately 46,000 square feet, more than doubling the existing facility. The proposed parking expansion will provide an additional 94 parking stalls, resulting in a total of 164 parking spaces. The extent of the proposed improvements is depicted in Exhibits G and H.

The subject property is located just west of Franzen Grove Park, separated by a large wetland. A portion of the 610 N Central Ave site contains critical wetland, the boundary of which is approximated in the Wetland Field Investigation Preliminary Summary attached as Exhibit I. The proposed improvements appear to be outside the approximated wetland boundary and even outside of the required 100-foot buffer.

The 610 N Central Ave facility currently manages its stormwater with two detention ponds. The east pond is adjacent to Central Avenue and is a rock bottom basin, where the west pond is located behind the building. The 6N504 Central Ave property was previously a residence and does not have existing stormwater management other than the culvert at the street.
proposed improvements will expand the existing stormwater facilities, add three vegetated infiltration basins to meet the VC BMP requirements and other associated underground piping. The design of the stormwater facilities includes storing runoff on the surface of the parking expansion at 6N504 as part of the detention volume required. In total, nearly 0.5-acre feet of additional detention volume will be provided with the proposed improvements.

In order to expand the 610 N Central Ave facility as presented by Tempco, eight variations are requested:

1. Reduce the parking setback in yards adjacent to residential districts for 6N504 Central Ave from 20-feet required by Section 17.507.C.5 of the UDO to 4-feet from the west property line and 6.5-feet from the south property line;
2. Reduce the Side Setback Variation on 610 N Central Ave from 30-feet (required via Ord. 1927 – Exhibit D) to 10-feet;
3. Reduce the width of parking stalls from 9-feet required by Section 17.507.D.3.b of the Unified Development Ordinance (UDO) to 8.5-feet;
4. Reduce the width of drive aisle from 24-feet required by Section 17.507.D.3.c(1) of the UDO to 22-feet;
5. Eliminate the 10-foot setback for Foundation Landscaping required by Section 17.606.C.8.b of the UDO along the north perimeter of the building addition;
6. Eliminate the Landscape Islands required by Section 17.606.C.8.b(1) of the UDO at the ends of the parking lot rows;
7. Reduce the number of Parking Space Landscape Islands from 4 required by Section 17.606.C.8.b(2)(A) of the UDO to 1 for the parking row along the north property line and eliminate the Parking Space Landscape Islands for the parking row along the south property line; and
8. Eliminate the Perimeter Landscaping shade trees required by Section 17.606.C.5.c(2)(A)(I) of the UDO where the parking lot abuts residential properties.

Note that Variations 5, 6, 7 and 8 can only be granted upon approval of the Text Amendment to authorize variations to Landscape and Screening regulations.

Compliance with the Comprehensive Plan

6N504 Central Ave is designated as Conservation/Private Open Spaces/Moderate Density Single Family Residential in the Future Land Use Map of the Comprehensive Plan. The Conservation/Private Open Space Land Use Category intends to serve "as transitional buffer areas between manufacturing and residential uses... These areas should be free from development and include intensive landscaping to mitigate the impact of incompatible uses." The intended buffer would be between 50- and 100-feet depending on the use and the depth of the property. The proposed site plan has a 4-foot buffer along the west property line and a 6.5-foot buffer along the south property line for 6N504 Central Ave, where a 20-foot setback is required by the current lot development standards. Additionally, the required 30-foot buffer along the south property line of 610 N Central Ave is proposed to be reduced to 10-feet to accommodate additional parking.

In addition to the setback variances requested, Tempco has requested a Map Amendment for the Future Land Use Map to designate 6N504 Central Ave as Limited Manufacturing, the same designation as 610 N Central Ave. The Comprehensive Map Amendment request is a criterion to
support approval of the requested rezoning. Yet, the Limited Manufacturing Land Use Category calls for the development of industrial parcels [to] incorporate landscape buffering and screening standards and architectural design standards to enhance the character of the City, quality of industrial areas, and mitigate the impact on adjacent residential neighborhoods. The requests as presented are not consistent with the Future Land Use and the Comprehensive Plan. However, if the required setbacks from the adjacent residential properties were provided to buffer the incompatible uses, this request would be consistent with the intent of the Comprehensive Plan.

Compliance with the Unified Development Ordinance (UDO)

Upon annexation, 6N504 Central Ave will be zoned R-1, Estate Residential, by default. In order to use the property in support of Tempco's operations, a rezoning is requested to I-1, Light Industrial, which would be consistent with the zoning of 610 N Central Ave and would allow the commercial parking use. As proposed, 6N504 Central Ave would not on its own meet the lot coverage and stormwater management requirements, which is why a Final Subdivision Plan to consolidate the lots is also being requested. Only improvements consistent with a Type 13 building can occur on 6N504 Central Ave but either a Type 13 or 14 development can occur on the consolidated lot. The table below highlights the differences in the lot development standards and those of 6N504 Central Ave and of the newly consolidated lot.

<table>
<thead>
<tr>
<th></th>
<th>Type 13 regulations</th>
<th>6N504 Central</th>
<th>Type 14 regulations</th>
<th>Consolidated Lot (6N504 &amp; 610)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot Area</td>
<td>6,000 sq. ft.</td>
<td>17,854 sq. ft.</td>
<td>87,120 sq. ft.</td>
<td>227,985 sq. ft.</td>
</tr>
<tr>
<td>Lot Width</td>
<td>50-feet</td>
<td>88-feet</td>
<td>200-feet</td>
<td>320-feet</td>
</tr>
<tr>
<td>Lot Coverage</td>
<td>70% max.</td>
<td>80%</td>
<td>80% max.</td>
<td>64%</td>
</tr>
<tr>
<td>Front Setback</td>
<td>25-feet*</td>
<td>10-feet</td>
<td>40-feet</td>
<td>175-feet (existing building - no change) &gt;25-feet (parking)</td>
</tr>
<tr>
<td>(parking)</td>
<td></td>
<td>(parking)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Side Setback</td>
<td>20-feet</td>
<td>6.5-feet</td>
<td>20-feet</td>
<td>44-feet/30-feet (building = North/South)</td>
</tr>
<tr>
<td>(parking)</td>
<td></td>
<td>(parking)</td>
<td></td>
<td>4-feet/6.5-feet (parking = North/South)</td>
</tr>
<tr>
<td>Rear Setback</td>
<td>20-feet;</td>
<td>4-feet</td>
<td>20-feet</td>
<td>110-feet (building)</td>
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<tr>
<td>(parking)</td>
<td>20-feet;</td>
<td>(parking)</td>
<td></td>
<td>4-feet (parking)</td>
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<tr>
<td>(parking)</td>
<td>20-feet;</td>
<td>(parking)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Height</td>
<td>30-feet</td>
<td>N/A</td>
<td>30-feet</td>
<td>Approx. 25-feet (existing - addition to match height)</td>
</tr>
</tbody>
</table>

*Build to Line

Allowable Uses

With the Rezoning, 6N504 Central Ave will be used as parking in support of Tempco's operations at both 607 and 610 N Central Ave. Should Tempco decide at a future time to sell the subject property, the more intense use that would be allowed by right in the I-1 district include a Fuel and Fuel Oil Dealer, Junkyard, Motor vehicle wrecking yard, Recycling center, Motor vehicle repair
facility, and Towing service with on site vehicle impoundment, among others. These uses would be able to occupy the proposed facility or at some point the Rezoning will also allow for the eventual redevelopment of the subject property in accordance with either Type 13 or 14 development standards. Current development standards would allow a new building to be setback 20-feet from the adjacent residential properties to the south.

Landscaping
The site improvements include removal of a number of existing trees in order to expand the parking lot as proposed. The Tree Preservation and Removal Plan and Landscape Plan provided does not currently meet all requirements but the petitioner has explained that the remaining details will be provided prior to permit issuance in accordance with code requirements.

In order to provide as many parking spaces as possible, there are a number of landscaping variations requested. Variations from the Landscaping and Tree Preservation regulations are not currently authorized variations according to Section 17.404 of the Unified Development Ordinance. The petitioner has proposed a text amendment to allow variations from the Landscaping and Screening regulations, which would allow consideration of the four requested landscape variations. Due to the requested side and rear yard setbacks for 6N504 Central Ave, a variation is requested to eliminate the required shade trees adjacent to the residential properties due to space limitations. Additional landscaping variations are requested to eliminate the required landscaped islands at the end of interior parking lot rows and reduce the number of required landscaped islands in rows with greater than 20 spaces. While the foundation landscaping is being provided along the west and south of the building addition, a variation is requested to eliminate the foundation landscaping along the north side of the addition to allow the continuation of the existing drive aisle. The parking lot perimeter landscaping proposed will screen the parking lot expansion along Central Avenue. Landscaping is also proposed along the south property line to buffer the building addition. The three infiltration structures will be vegetated as well a variety of plantings will be provided on the site.

Stormwater Management
The City Engineer has reviewed the proposed improvements and has determined that the design of the stormwater management facilities will meet code requirements. Although the concept design is preliminarily approved, the details are still being worked out with the City Engineer. Upon approval of the improvements as proposed, no major revisions are anticipated that would be a substantial change to the proposed site plan.

Parking and Traffic
Tempco currently employs approximately 450 employees and could expand by another 50 employees with the proposed improvements. The proposed improvements on the subject property require 147 parking spaces, where 164 are proposed subject to the approval of variations to reduce the width of parking stalls, reduce the drive aisle width and eliminate landscaped islands. Additionally, there are 207 parking spaces at 607 N Central to support Tempco's operation, which was also granted a variation to reduce the parking stall width. While some employees may carpool or take alternate modes of transportation, the total number of parking spaces provided between the two locations would be 371 with the proposed improvements.
As parking has been noted as one of the major concerns facing Tempco, the proposed parking lot improvements would help but would not solve the parking shortage. When 610 N Central Ave was annexed in 1998, a site plan showing a future expansion was provided that included parking along the rear of the building (see Exhibit J). Constructing the building as shown on the original plan would provide much needed parking while also facilitating compliance with the required setbacks along adjacent residential properties. Furthermore, Section 17.502.A.1.g. of the UDO states, "Parking lots shall generally be located at the rear or at the side of buildings and shall be screened from public view by low walls, fences or hedges, or other buildings on the lot." Providing more parking on 610 N Central Ave (behind the building) would reduce the number of spaces adjacent to the residential properties (and in front of the building) without reducing the parking count.

Due to more than doubling the existing building and potential for 50 additional employees, the City Engineer requested a Traffic Impact Study. The Traffic Study for Tempco Corporation Improvements that was submitted is included as Exhibit K. The Traffic Engineer evaluated the Traffic Study and found it to be deficient in a number of ways (see Exhibit L). As such, the impact that the proposed improvements may have on the adjacent roadways has not been fully reviewed.

Based on the information provided in the Traffic Study, it seems there will be increased congestion with the expansion of the building, particularly at the intersection of Foster and Central Avenues. As suggested by the applicant's engineer, if Tempco were to vary the start and end time for a portion of their employees by an hour, it could alleviate the increased congestion. However, without an adequate Traffic Impact Study, it is unclear if an offset shift would reduce the congestion on Central Avenue and by how much. Additionally, while there is an unknown with the construction of the Elgin O'Hare Expressway, data was not provided as to the distribution of employees in terms of where they live to determine what direction they would ultimately need to go when leaving the subject properties. The Traffic Study indicates that there are 30 parking spaces at the 610 N Central Ave property that will be dedicated for employees of the 507 N Central Ave facility. However, there are only 17 additional parking spaces that are in excess of the required number of spaces that would technically be available for use as overflow. If Tempco plans to have their employees parking across the street, a mid-block crosswalk should be considered to promote pedestrian safety.

Public Safety
The Wood Dale Fire Protection District has reviewed the proposed improvements and determined that there is sufficient access for emergency vehicles to access the building, although they would prefer access on three sides of the building. A manual and automatic fire alarm system and an automatic suppression system will be installed throughout the proposed building addition.

Neighborhood Comment
Notice was provided to adjacent property owners per Section 17.401.D of the UDO. As of May 5, 2017, staff received two inquiries from adjacent property owners who expressed concerns regarding the requests. One homeowner inquired if Tempco would provide fencing along the north property line where the parking lot exists and where it will be extended. Currently, the fencing along that property line is provided by the residential property owners. Another
homeowner expressed concerns about the building addition and how far back it would be extended.

FINDINGS OF FACT
The Community Development Commission may recommend approval of a Comprehensive Plan Amendment, Zoning Map Amendment, Text Amendment, Variations and Major Site Plan Review if evidence is presented to establish that the application meets the standards. Conversely, a recommendation for approval of a Final Subdivision Plan requires that standards are not met. The applicable standards are as follows (staff comments italicized):

Standards for Reviewing Proposed Comprehensive Plan Amendments:
The Comprehensive Plan designates the Future Land Use of 6N504 Central Ave as Conservation/Private Open Space/Moderate Density Single Family. Tempco requests a Map Amendment to the Future Land Use Map to designate this property as Limited Manufacturing (Medium Intensity) to allow the rezoning of the property. In deciding whether to recommend adoption of a proposed amendment to the comprehensive plan, staff has evaluated and the community development commission shall consider whether the amendment is necessary based on one or more of the following factors (staff evaluation italicized):

1. There has been a change in projections or assumptions (such as demographic trends or the availability of public facilities) from those on which the comprehensive plan is based; or,
   6N504 Central Ave is currently unincorporated and has been used for residential purposes up until it was purchased by the applicant in 2012. There has been no change in the projections or assumptions that support an amendment to the Future Land Use Plan. This standard is not met.

2. The data used as the basis for formulating the comprehensive plan are in error or out of date; or
   The Future Land Use for the subject property calls for Conservation/Private Open Space and Moderate Density Single Family, which is consistent with current planning practices to buffer incompatible land uses. Based on the requested setback variances from the adjacent residential uses, this standard is not met. If the request were modified to provide the required 20-foot landscaped buffer requirements, this standard would be met.

3. New issues or needs have presented themselves to the city that are not adequately addressed in the comprehensive plan; and
   Although one of the goals of the Comprehensive Plan is to maintain and expand Wood Dale’s strong industrial base, there is also a goal to enhance buffer areas between residential and industrial with greater setbacks and landscaping to minimize conflicts. The proposed amendment and improvements could achieve both goals simultaneously but does not. The issues of incompatible uses will persist with the approval of the proposed
amendment if the setback variances from the adjacent residential uses are also granted. This standard is not met.

4. The amendment will not adversely affect the character of the area in which the proposed development is to be located.

The properties to the north of 610 N Central Avenue are currently residential but are planned to be industrial in the Future Land Use Map. The granting of the 4-foot setback variation along the north property line with an additional 30-foot setback along the south property line for the construction of 610 N Central Avenue was due to the plan to convert these properties to industrial at some point in the future. However, to eliminate the requirement for buffer areas along the south property line where there is no plan to convert the land uses would alter the character of the neighborhood. This standard is not met.

Zoning Map Amendment Standards

The Community Development Commission may recommend approval of a map amendment upon compliance with the Comprehensive Plan and Unified Development Ordinance. As stated previously, the requested rezoning of the subject property from R-1, Estate Residential upon annexation, to I-1, Light Industrial, is not consistent with either the Comprehensive Plan or the UDO as presented. If the site improvements were to include the required setback buffer and shade trees along the adjacent residential properties, the map amendment would be consistent with the Comprehensive Plan, upon amendment, and the UDO.

Final Subdivision Plat Standards

Tempco is requesting a Final Subdivision Plat to consolidate 6N204 and 610 N Central Avenue into one lot. Staff finds that the proposal does not meet the standards for denial of a Final Subdivision Plat (Section 17.406 of the UDO) as outlined in italics below:

1. The design and layout of the subdivision does not conform to the provisions;

   The design and layout of the subdivision does conform to the provisions of Chapter 17 in terms of required lot size. The consolidation of lots increases the lot size, which is a desired goal in the industrial area. This standard is not met.

2. The applicant has not made adequate provision to install improvements required by the community development commission or city council under authority;

   This standard is not applicable since public improvements have previously been installed.

3. The final subdivision or development plan fails to comply with an approved preliminary plat/plan;

   This standard is not applicable as this petition is concurrently approving the concept, preliminary, and final plat of subdivision.
4. The plat does not conform with the comprehensive plan, the official map, this chapter, city ordinances, or established planning and development policies of the city.

The plat does not conform to the comprehensive plan, the official map, this chapter, city ordinances, and established planning and development policies of the city, as presented.

Due to the lack of required buffer between incompatible uses, the standard for denial is met. If the required buffer were provided along the adjacent residential properties to the south and west, the plat would conform and the standard for denial would not be met.

**Text Amendment**

A Text Amendment is being requested to authorize variations from Landscape and Screening regulations contained in Chapter 17, Article V, Section 17.608.C of the Municipal Code. The Community Development Commission may recommend approval of a text amendment upon compliance with the Comprehensive Plan and Unified Development Ordinance. The Council has previously recognized that some flexibility with regards to landscaping requirements is needed provided that the intent of the landscaping requirements is met. However, if a site has unique circumstances that prohibit compliance with the regulations but cannot be granted an administrative deviation pursuant to Section 17.608.C.8 of the UDO, approval of the text amendment would provide an opportunity for an applicant to seek a variance. As with any variance, the standards of approval would need to be met in order for the CDC to recommend approval and the Council to ultimately grant the variance. Allowing the Landscaping and Screening regulations to be varied would be consistent with the Comprehensive Plan and the UDO.

**Variance Standards**

Tempco is requesting multiple variations in order to construct a building addition and expand the parking lot at 614N504 and 610 N Central Avenue. Staff finds that the proposal meets the standards for granting a variation as outlined in italics below:

1. The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations of the district in which it is located.

**Setback Variance Requests (1 and 2)** — The property can yield a reasonable return even if the required setback and landscape buffers are provided along adjacent residential properties. If the building addition were reduced in accordance with the originally contemplated future addition (Exhibit J), there would be sufficient space to provide additional parking to not only meet the setback requirements and landscape buffers but would also better meet the applicant's parking needs. This standard is not met, as presented.

**Parking Dimension & Landscaping Variance Requests (3, 4, 5, 6, 7 and 8)** — It stands to reason that the property can yield a higher return if sufficient parking is provided. These variations will allow additional parking to be provided with little to no impact to adjacent properties or the public at large. This standard is met.

2. The proposed variation will not merely serve as a convenience to the applicant, but will alleviate some demonstrable and unusual hardship which will result if the strict letter of the
regulations were carried out and which is not generally applicable to property within the same district.

Setback Variance Requests (1 and 2) – The proposed variations related to buffering incompatible uses would merely serve as a convenience to the applicant, in an attempt to maximize the building size at the expense of 1) providing an adequate buffer between incompatible uses and 2) providing adequate parking in the preferred location (at the side and rear of the building). If the building addition were reduced in accordance with the originally contemplated future addition (Exhibit J), there would be sufficient space to provide additional parking to not only meet the setback requirements and landscape buffers but would also better meet the applicant's parking needs. This standard is not met, as presented.

Parking Dimension & Landscaping Variance Requests (3, 4, 5, 6, 7 and 8) – The lot is oddly shaped being narrow and deep but also having a leg that extends west which is undevelopable land. The narrow but deep lot required a different approach to stormwater management than most properties by needing two basins to capture runoff. As such, there is less available land for development. Granting these variations would offset the land restrictions inherent in the oddly shaped lot that restrict the development of the lot that is not generally applicable to other property in the same district. This standard is met.

3. The alleged hardship has not been directly created by any person presently having a proprietary interest in the premises.

Setback Variance Requests (1 and 2) – The proposed improvements are new and thus, are under the control of the property owners to comply. The site could be redesigned to provide the setback buffer from the adjacent residential property to the south to eliminate these variances. This standard is not met, as presented.

Parking Dimension & Landscaping Variance Requests (3, 4, 5, 6, 7 and 8) – The shape of the lot and the presence of wetland, which restrict the development of the lot, was not created by the owners of the property. This standard is met.

4. The proposed variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood.

Setback Variance Requests (1 and 2) – Without providing the required setback along adjacent residential properties to the south, the proposed variations will impact the enjoyment of those adjacent residential properties. Not only will there be exhaust that will be now in closer proximity to those adjacent residential properties but there will be additional noise from the parking lot itself, which includes not only cars coming and going but snow plowing and other maintenance. The setback buffer, if provided, would push the parking lot farther from the adjacent residential uses and an increase in landscaping would provide a barrier to reduce the impact. This standard is not met.

Parking Dimension & Landscaping Variance Requests (3, 4, 5, 6, 7 and 8) – These variations will not be materially detrimental to the public or affect adjacent properties, as the variations affect the use within the subject property. The landscaping variations (with the exception of the shade tree variance - #6) are offset by other landscaping that will be provided onsite. This standard is met.
5. The proposed variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, or endanger the public safety.

Setback and Parking Dimension Variance Requests (1, 2, 3 and 4) – All variances requested are to maximize the amount of parking on the subject property. There are a large number of employees at Tempco, which is why so many parking spaces are needed. However, the reduction of the building addition consistent with Exhibit J will ensure that there is an adequate supply of light and air to the adjacent residential properties to the south (which are anticipated to remain residential). Additionally, the impact of the building addition and the resulting increase in the number of employees will have on Central Avenue and the other roadways are unknown as the requested Traffic Impact Study was deficient. This standard would be met if the setbacks were provided and a sufficient Traffic Impact Study did not indicate a substantial increase in congestion in and around the subject property.

Landscaping Variance Requests (3, 6, 7 and 8) – These variances related to landscaping will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, or endanger the public safety. This standard is met.

6. The proposed variation will not alter the essential character of the neighborhood.

Setback Variance Requests (1 and 2) – The essential character of the neighborhood would be altered with the approval of these variances. The encroachment of incompatible uses without the required buffer would defeat the purpose of separating incompatible uses. The fact that the parking lot is the encroachment does not minimize the impact to the character of the neighborhood. These variances would be eliminated if the setback buffer was provided along the adjacent residential properties to the south. This standard is not met, as presented.

Parking Dimension & Landscaping Variance Requests (3, 4, 5, 6, 7 and 8) – The approval of these variances would alter the essential character of the neighborhood, as the parking dimension variations effect the maneuverability onsite and sufficient landscaping screening will be provided along Central Avenue. This standard is met.

7. The proposed variation is in harmony with the spirit and intent of this chapter.

Setback Variance Requests (1 and 2) – Reducing the required setback from adjacent residential properties and elimination of shade trees within that buffer is not in harmony with the spirit and intent of the UDO. The UDO seeks to implement the goals of the Comprehensive Plan, protect the character and stability of residential, business and manufacturing areas and promote orderly and beneficial development of such areas. If the required setback and shade trees were provided along the adjacent residential properties, then this standard would be met.

Parking Dimension & Landscaping Variance Requests (3, 4, 5, 6, 7 and 8) – The reduction of the parking drive aisles and parking space widths and landscaping variations (except the shade tree variance) are in keeping with the Comprehensive Plan and the harmony and spirit of the UDO.
8. The existence of any nonconformity anywhere in the City shall not itself be considered grounds for granting a variation for other property.

Setback Variance Requests (1 and 2) – The fact that a variance for a 4-foot setback along the north property line is not grounds for approving the setback variations along the south and west property lines of 6N504 Central Ave and the west property line at 610 N Central Ave. The properties north of 610 N Central Ave are expected to transition to industrial uses at some point in the future. However, the future use of the residential properties to the south is not anticipated to change. The setbacks are necessary to provide a buffer between incompatible uses. The standard could be met if the setback was provided along the adjacent residential properties to the south.

Parking Dimension & Landscaping Variance Requests (3, 4, 5, 6, 7 and 8) – Although variances have been granted at 6N504 Central Ave, these variances are being considered on their own merit. The drive aisle was constructed at 510 N Central Ave per code at 22-feet wide. To be consistent, a 22-foot wide aisle width is requested throughout the subject property, which is proposed to be consolidated. The reduced width of the parking spaces has minimal impact as the primary users of the parking spaces are employees where there is limited turnover throughout the day. A reduction of landscaping requirements within the parking lot has minimal effect on the public safety and welfare given that the screening landscaping along Central Avenue will be enhanced. This standard is met.

Standards For Site Plan Review:

The petitioner is requesting a Major Site Plan Review to construct a building addition and expand the parking lot at 6N504 and 610 N Central Avenue. Staff finds that the proposal meets the standards for site plan review as outlined in italics below:

1. The relationship of the site plan to the policies, goals and objectives of the comprehensive plan,
   
   As presented, the site plan does not meet the policies, goals and objectives of the Comprehensive Plan. This standard is not met as presented. If the site plan were revised to be consistent with the originally contemplated future expansion (Exhibit J), the parking expansion on 6N504 Central Ave could be reduced to provide the required setback buffer required adjacent to the residential properties to the south and west. This standard could be met if the setback buffer is provided.

2. Traffic and parking layout so as to minimize danger and conflicts between pedestrians and motorists, and otherwise comply with the requirements of this chapter,

   Compliance with the street transition regulation provided the required queueing space onsite to prevent further backup on Central Avenue as cars enter the site. The variations requested to reduce the width of the parking spaces and drive aisles have minimal impact on motorists. If Tempco intends to use the parking at 6N504 or 610 N Central Ave as overflow parking for the 607 N Central position, then providing a mid-block crossing would promote pedestrian safety of their employees and visitors. This standard could be met.

3. Location of principal structures, accessory structures and freestanding signs, so that the location of accessory structures and freestanding signs does not impede safe and efficient
traffic circulation, stormwater drainage, or otherwise adversely impact adjoining land improvements;

Outside of the trash enclosure and accessory parking, there are no other accessory structures and a freestanding sign is not proposed. The trash enclosure is located near the back of the lot and will be enclosed as required. The location of the trash enclosure does not impede safe and efficient traffic circulation, stormwater drainage or otherwise adversely impact adjoining land improvements. This standard is met.

4. The development administrator may enlist the services of other city departments and consultants to determine compliance with the provisions of this chapter and other provisions of this code;

The City Engineer has provided preliminary approval of the proposed stormwater management design but the impact of the additional congestion anticipated has not been fully evaluated. The Fire District has given preliminary approval of the site plan with regards to access, although they would prefer access on three sides as proposed on the originally contemplated future expansion (Exhibit J).

5. That the proposed use(s) is/are permitted in the district in which the property is located;

The proposed use for 5N504 Central Ave will only be permitted with the approval of the Comprehensive Plan Map Amendment and Zoning Map Amendment. As presented and previously noted, this standard is not met. However, if the required buffer was provided along the adjacent residential properties to the south, this standard would be met.

6. That the proposed arrangement of buildings, off street parking, access, lighting, landscaping, and drainage is compatible with adjacent land uses and employs sound site planning principles;

If the site plan were revised in accordance with the originally contemplated future expansion, the parking expansion on 5N504 Central Ave could be reduced to meet the buffer requirements adjacent to the residential properties. Once the buffer areas are provided, the site will meet not only the intent of the Comprehensive Plan and minimize the impact of incompatible land uses but will support sound planning principles. As presented, however, the site plan does not meet this standard.

7. That the vehicular ingress and egress to and from the site and circulation within the site provides for safe, efficient and convenient movement of traffic not only within the site but on adjacent roadways as well; and

In the absence of an adequate Traffic Impact Study, the City Engineer is unable to determine if this standard is met.

8. That all outdoor storage areas are screened and are in accordance with standards specified by this chapter.

The only outdoor storage included with the proposed improvements is the dumpster. As required, a trash enclosure will be provided. This standard is met.
RECOMMENDATION

The Community Development Department finds that the requests for a Comprehensive Plan Map Amendment, Zoning Map Amendment, Lot Consolidation, Variations and Major Site Plan Review to construct a building addition and expand the parking lot at 6N504 and 610 N Central Ave is not compatible with surrounding zoning and land use classifications, does not meet the requirements in the Unified Development Ordinance and is not consistent with the City’s Comprehensive Plan, as presented. However, Tempco has been a good community partner for nearly 30 years and the expansion of the business would greatly benefit the community. Based on the above considerations, staff recommends that the Community Development Commission make the following motion recommending approval of this petition with conditions:

Based on the submitted petition and the testimony presented, the proposed Comprehensive Plan Map Amendment, Zoning Map Amendment, Final Subdivision Plat, Text Amendment, Variations and Major Site Plan Review meets the standards of approval and is consistent with the UDO and Comprehensive Plan with the revisions noted; and, therefore, I move that the Community Development Commission adopt the findings of fact included within the staff memo as the findings of the Community Development Commission, and recommend to the City Council approval of Case No. 15-A9 subject to the following conditions:

1. Compliance with the previously approved future expansion of 610 N Central Ave to provide parking behind the building addition.
2. Compliance with the required 20-foot and 30-foot setbacks along the residential property lines south of both 6N504 and 610 N Central Ave to provide a buffer, including the planting of the required shade trees, between incompatible uses.
3. Installation of a privacy fence along the north property line where the improvements are adjacent to residential uses.
4. Completion of a Traffic Impact Study to determine the impact the proposed development would have on the surrounding roadways. The study should also investigate the need for the installation of a mid-block crossing if Tempco intends to use either site for overflow parking.
PLANNING ZONING & BUILDING
COMMITTEE MINUTES

Committee Date: June 8, 2017
Present: Ald. Catalano, Jakab, Messina, Sorrentino, Susmarski, E.
Wesley, R. Wesley & Woods
Absent: None
Also Present: City Manager Meier, Chief Vesta, M. York, Ed Cage, and
K. Chnitse
Meeting Convened: 7:30 p.m.

APPROVAL OF THE MINUTES:
The minutes of the April 13, 2017 meeting were approved as presented.

REPORT & RECOMMENDATION:
Special Use to Operate a Daycare at 170 W Irving Park Rd

DISCUSSION:
Staff presented the facts for the Council and concurs with the Community Development
Commission's recommendation (4-3) to approve the Special Use to operate a daycare
at 170 W Irving Park Road (PIN 03-16-264-002) subject to two conditions:

1. The Petitioners will construct a shared access route connecting with the parking
lot at 176 W. Irving Park Rd. to serve as vehicular egress for the subject
property.
2. The driveway accessed from Irving Park Rd. for the subject property will be
posted for vehicular ingress only.

At the May 15, 2017 Community Development Commission (CDC) meeting, a public
hearing was conducted for the requested Special Use. Testimony and evidence was
provided by the applicant. One member of the public made a comment in support of
the request.

The petitioner is requesting a Special Use to operate a daycare to complement the
existing daycare facility on the adjacent property that is under the same ownership. The
existing building was previously used as a single family home but the proposal is to
renovate the existing structure and construct an addition for use as a daycare for infants.
The concern raised by staff was potential traffic impact due to the restricted driveway
width of 13-feet. Staff recommended approval of the request if the parking lot at the
adjacent business were expanded to serve both businesses. This would also require
REPORT & RECOMMENDATION:
Tempco Building & Parking Lot Expansion

DISCUSSION:
Ald. Jakab and Messina wanted to clarify the ability to approve variances in the future and that the legal ramifications of potential future zoning approvals will not be affected by decisions made in this scenario since all business are different in their own way and are all custom decisions. It was determined that the City Attorney should provide guidance as to the circumstances that would set precedence.

Kelley Chitse presented on behalf of staff and discussed the Community Development Commission’s recommended approval by a vote of 5-2 for the proposed improvements at 6N504 and 610 N Central Avenue as presented with two conditions:

1. Installation of a privacy fence along the north, south and west property lines where the improvements are adjacent to residential uses; and
2. Completion of a Traffic Impact Study to determine the impact the proposed development would have on the surrounding roadways. The study should also investigate the need for the installation of a mid-block crossing if Tempco intends to use either site for overflow parking.
P2B COMMITTEE
June 8, 2017

Staff recommended approval of the proposed improvements subject to four conditions:

1. Compliance with the previously approved future expansion of 610 N Central Ave to provide parking behind the building addition.
2. Compliance with the required 20-foot and 30-foot setbacks along the residential property lines south of both 6N504 and 610 N Central Ave to provide a buffer, including the planting of the required shade trees, between incompatible uses.
3. Installation of a privacy fence along the north property line where the improvements are adjacent to residential uses.
4. Completion of a Traffic Impact Study to determine the impact the proposed development would have on the surrounding roadways. The study should also investigate the need for the installation of a mid-block crossing if Tempco intends to use either site for overflow parking.

Staff had been working with the Petitioner since August 2015 regarding operational issues (including lack of parking) identified by the business, Tempco Electric Heater Corporation. Tempco is looking to expand the business that currently operates out of 607 and 610 N Central Avenue. As the plans for expansion of 6N504 and 610 N Central Avenue do not meet the City’s long range plans and current regulations, Tempco and staff agreed to work together to find an alternate location for the business that would enable their efficient operation (consolidation) and expansion while also meeting the City’s regulations and long range plans.

A public hearing was scheduled on January 21, 2016 for an annexation agreement requested to annex 6N504 Central Avenue. That public hearing was continued until February 18, 2016, which was subsequently continued again to May 19, 2016. At the May 19th meeting, the Petitioner stated that the City and Tempco were still in discussion and they would like to continue the public hearing until July 21, 2016. By the July 21st meeting, the petitioner had withdrawn the original request to annex 6N504 Central Avenue subject to an annexation agreement in favor of moving forward with the proposed building addition and parking expansion at 6N504 and 610 N Central Avenue.

Thus, the annexation of 6N504 Central Avenue is being requested concurrently with a number of other requests at this time to construct a building addition and expand parking at 6N504 and 610 N Central Avenue. Since these requests are being heard concurrently, there is no need for an annexation agreement.

At the May 15, 2017 Community Development Commission (CDC) meeting, a public hearing was conducted for the following requests:

- Comprehensive Plan Map Amendment to amend the Future Land Use Map for 6N504 Central Avenue from Conservation/Private Open Space/Moderate Development to Mixed Use Development.
Density Single Family to Limited Manufacturing (Medium Intensity); C.5 of the UDO to 4-feet from the west property line and 6.5-feet from the south property line;

2. Reduce the Side Setback Variation on 810 N Central Avenue from 30-feet (required via Ord. 1927) to 10-feet;

3. Reduce the width of parking stalls from 9-foot required by Section 17.607.D.3.b of the UDO to 8.5-feet;

4. Reduce the width of drive aisle from 24-feet required by Section 17.607.D.3.c(1) of the UDO to 22-feet;

5. Eliminate the 10-foot setback for Foundation Landscaping required by Section 17.606.C.6.b of the UDO along the north perimeter of the building addition;

6. Eliminate the Landscape Islands required by Section 17.606.C.5.b(1) of the UDO at the ends of the parking lot rows;

7. Reduce the number of Parking Space Landscape Islands from 4 required by Section 17.606.C.5.b(2)(A) of the UDO to 1 for the parking row along the north property line and eliminate the Parking Space Landscape Islands for the parking row along the south property line, and

8. Eliminate the Perimeter Landscaping shade trees required by Section 17.606.C.5.c(2)(A)(ii) of the UDO where the parking lot abuts residential properties; and Major Site Plan Review.

Testimony and evidence was provided by the petitioner, in which the petitioner disputed some of the findings in the staff memo. Public comments relative to this request were made with the concerns being:

1. Privacy (fencing, lighting, and landscaping);

2. Stormwater runoff; and

The major concern with the proposed improvements as presented is the lack of buffering between the industrial and residential uses. If the Petitioner reduced the building addition to provide parking behind the building, they would be able to meet the required setbacks from the adjacent residential uses and still provide the parking desired. By providing the required setbacks, the number of requests would be reduced by three or four and the standards for the requests would all be met.

The concerns expressed by adjacent property owners have to do with maintaining privacy for their residential uses. This includes wanting to ensure adequate fencing and landscaping are provided, as well as reducing the impact of lighting on their properties. The Petitioner stated that they will provide a fence along the north, south and west property lines adjacent to residential properties. They will also provide landscaping, other than what is requested to be varied, along the fence to buffer and shut off lights after hours.

Another concern identified by an adjacent property owner was stormwater management to ensure that it does not affect aptic fields in the vicinity or impact the adjacent wetland. The Petitioner’s engineer stated that the design of the system is such that no water will runoff onto neighbor’s properties, as it will be captured in the basins onsite.

An inquiry was made regarding performance standards, specifically noise related to the rooftop mechanical units and vibration from the operation of the business. The Petitioner responded by stating that any issue will be promptly addressed.

The CD  found that the proposed Comprehensive Plan Map Amendment, Zoning Map Amendment, Final Subdivision Plat, Text Amendment, Variances and Major Site Plan Review met the standards of approval and are consistent with the UDO and Comprehensive Plan. They recommended approval by a vote of 5-2 with two conditions:

1. Installation of a privacy fence along the north, south and west property lines where the improvements are adjacent to residential uses; and

2. Completion of a Traffic Impact Study to determine the impact the proposed development would have on the surrounding roadways. The study should also investigate the need for the installation of a mid-block crossing if Tempo 5 intends to use either site for overflow parking.

Ald. Messina and R. Wesley were concerned with the negative zoning examples and requested that staff provide all of the businesses able to operate that particular area.

Tempco came to the meeting and gave a presentation the following representatives were present from Tempco: Andy Hagen, Plant Engineer; Mike Latona, Builder; Paul
Wickland, Tempco CFO; Robert Britz, Tempco’s Attorney.

Tempco had some concerns and clarifications they wanted present to the Council before the Council vote. One of their points was that they were at 65% lot coverage less than required in the UDO.

Ald. Messina asked if Tempco satisfied the neighbors’ requests mentioning the Miller’s need for screening to create privacy for their two daughters and Tempco said that they have satisfied all requests of the surrounding neighbors.

Ald. Catalano asked about the concerns the Fire Department had about the ability to access the building from three sides for safety reasons. The building is required to have a sprinkler system with this proposed project. It was further clarified that the Fire Department did recommend the access on three sides but approved them to move forward without it.

Ald. Jakab asked what kind of fence would be placed on the land as a barrier. Andy Hagen stated that the fence was a wooden privacy fence.

Ald. Jakab asked how much sales revenue this company produces for the City and he was told by Paul Wickland that this is manufacturing and has very little revenue because it is not charging a sales tax but it does provide property tax revenue.

Ald. Jakab stated that he sees that Tempco is doing positive things by providing potentially 50+ jobs and keeping the neighbors satisfied.

Ald. Messina asked that the Council look at the facts on this subject to base their decision.

Ald. Catalano asked why it was a closed factory and Paul Wickland stated that it was best to keep a closed campus on the plant to avoid absenteeism because the company is departmentalized and each department depends on the other and if someone were to return late it would slow down the whole process.

**VOTE:**

Ald. Woods made a motion, seconded by Ald. Messina, to approve the Community Development Commission recommendation. A voice vote was taken with the following results:

**Ayas:** Ald. Jakab, Messina, E. Wesley, and R. Wesley

**Nays:** Ald. Catalano, Sorrentino, Susmarski, and Woods

**Motion:** Motion Failed
NEXT ORDINANCE NUMBER: 0-17-011
NEXT RESOLUTION NUMBER: R-17-36

PUBLIC NOTICE OF CITY COUNCIL MEETING


AGENDA
CITY OF WOOD DALE, ILLINOIS
REGULAR CITY COUNCIL MEETING
JUNE 15, 2017

I. CALL TO ORDER
II. ROLL CALL

Mayor Pulice
Alderman Catalano  Alderman Susmarski
Alderman Jakab  Alderman Eugene Wesley
Alderman Messina  Alderman Roy Wesley
Alderman Sorrentino  Alderman Woods

III. PLEDGE OF ALLEGIANCE
IV. APPROVAL OF MINUTES
  1. CITY COUNCIL - COUNCIL MEETING - JUN 1, 2017 7:30 PM
V. COMMUNICATIONS AND PETITIONS
Citizens will be given the opportunity to address the City Council during the time set aside in the Meeting for Public Comment under Communications and Petitions. Please direct your comments to the Mayor, limit your remarks to three (3) minutes, and kindly refrain from making repetitive statements.
  A. Citizens To Be Heard On Matters Not Listed On This Agenda
  B. Written Communique of Citizens To Be Heard
VI. MAYOR’S REPORT
  1. YOUNG MUSICIANS MENTOR BAND DONATION REQUEST
  2. PRAIRIE FEST 2017 DISPOSABLE PROMOTIONAL CUPS
VII. CITY MANAGER’S REPORT
VIII. CONSENT AGENDA

***
REQUEST FOR COUNCIL ACTION

Referred to Council: June 15, 2017
Committee Date: 06/01/2017
Committee Recommendation: Motion to Pass
Subject: Tempco Building and Parking Lot Expansion
Memo
Staff Contact: Ed Cage, Community Development Director
Department: Community Development

TITLE: Approval of Annexation, Comprehensive Plan Map Amendment, Zoning Map Amendment, Final Subdivision Plat, Text Amendment, Eight Variations and Major Site Plan Review to Construct a Building Addition and Expand the Parking Lot at 6N504 and 610 N Central Avenue

COMMITTEE ACTION FOLLOW-UP ITEMS:

COMMITTEE VOTE: Approve 4 - 4

RECOMMENDATION:
The following motion is provided for Council consideration:

Approve the proposed Annexation, Comprehensive Plan Map Amendment, Zoning Map Amendment, Final Subdivision Plat, Text Amendment, Eight Variations and Major Site Plan Review to construct a building addition and expand the parking lot at 6N504 and 610 N Central Avenue with the following conditions:

1. Installation of a privacy fence along the north, south and west property lines where the improvements are adjacent to residential uses.

2. Completion of a Traffic Impact Study to determine the impact the proposed development would have on the surrounding roadways. The study should also
investigate the need for the installation of a mid-block crossing if Tempco intends to use either site for overflow parking, and direct staff to prepare the necessary ordinances and resolution.

DOCUMENTS ATTACHED

None
MINUTES OF THE CITY COUNCIL MEETING OF THE CITY OF WOOD DALE, DU PAGE COUNTY, ILLINOIS IN THE CITY ADMINISTRATION BUILDING JUNE 15, 2017:

I. CALL TO ORDER:
Mayor Police called the meeting to order at 7:30 p.m.

II. ROLL CALL:
Upon roll call the following were:
Present: Alderman Catalano, Jakob, Messina, Sorrentino, Susnaraki, E. Wesley, R. Wesley and Woods along with Mayor Police
Absent: None
Also Present: Legal Counsel Bond, City Manager Mennay, City Clerk Siebert and Treasurer Porch
Whereupon the Mayor declared a quorum present.

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES: City Council Meeting – June 1, 2017
On a motion by Alderman E. Wesley, seconded by Alderman Jakob to approve the Regular City Council Meeting Minutes of June 1, 2017, as presented. When the question was put, a roll call vote was taken with the following results:
Ayes: Alderman Catalano, Jakob, Messina, Sorrentino, Susnaraki, E. Wesley, R. Wesley and Woods
Nays: None
Whereupon the Mayor declared the motion carried.

V. COMMUNICATIONS AND PETITIONS:
A. Citizens to Be Heard On Matters Not Listed On This Agenda
   Robert J. Britz, representing Tempco Corp., requested any action on the Tempco matter be deferred for 30 days.
   David Shimaczek, 124 Florina Ct. against the expansion of the Wood Dale Library.
   Steve Krzych, 215 Edgewood, complained about the height of the grass at 224 and 236 Oakwood and that the attendees at 190 W. Irving Park Road are parking on Oakwood.
B. Written Communiques of Citizens to Be Heard
   No Written Communiques were received.

VI. MAYOR’S REPORT:
   Mayor Police called for a Moment of Silence in memory of Joseph Banice, who recently

***
CITY COUNCIL MINUTES
JUNE 15, 2017
PAGE 3

1. On a motion by Alderman Sorrentino, seconded by Alderman Woods to pass Resolution R-17-36, being “A RESOLUTION IN SUPPORT OF THE COUNTY OF DUPage APPLICATION FOR THE 2017 RTA/CMP LOCAL TECHNICAL ASSISTANCE (LTA) PLANNING ASSISTANCE SERVICES DELIVERED BY THE RTA/CHICAGO METROPOLITAN AGENCY FOR PLANNING”. When the question was put, a roll call vote was taken with the following results:

   Ayes: Aldermen Catalano, Jakab, Messina, Sorrentino, Susmarski, E. Wesley, R. Wesley and Woods

   Nays: None

   Whereupon the Mayor declared the motion carried.

2. On a motion by Alderman Woods, seconded by Alderman Catalano to approve the ANNEXATION, COMPREHENSIVE PLAN MAP AMENDMENT, ZONING MAP AMENDMENT, FINAL SUBDIVISION PLAT, TEXT AMENDMENT, EIGHT VARIATIONS AND MAJOR SITE PLAN REVIEW TO CONSTRUCT A BUILDING ADDITION AND EXPAND THE PARKING LOT AT 6N504 AND 610 N. CENTRAL AVENUE,

   Thereafter, on a motion by Alderman R. Wesley, seconded by Alderman Messina to table the approval of the Annexation Comprehensive Plan Map Amendment, Zoning Map Amendment, Final subdivision Plat, Text Amendment, Eight Variations and Major Site Plan Review to Construct a Building Addition and Expand the Parking Lot at 6N504 and 610 N. Central Avenue. When the question was put, a roll call vote was taken with the following results:

   Ayes: Aldermen Jakab, Messina, E. Wesley and R. Wesley

   Nays: Aldermen Catalano, Sorrentino, Susmarski and Woods

   The Mayor was called upon to vote and he voted Nay.

   Whereupon the Mayor declared the motion failed.

Returning to the main motion by Alderman Woods, seconded Alderman Catalano to approve the 6N504 and 610 N. Central Avenue Expansion of Tempco. A roll call vote was taken with the following results:

   Ayes: Aldermen Jakab, Messina, E. Wesley and R. Wesley

   Nays: Aldermen Catalano, Sorrentino, Susmarski and Woods

   The Mayor was called upon to vote and voted Nay.

   Whereupon the Mayor declared the motion failed.
CITY OF WOOD DALE
404 NORTH WOOD DALE ROAD
WOOD DALE, ILLINOIS 60191-1596

July 25, 2017

Mike Latos
Latos Brothers Construction Corp.
335 E. Potter Street
Wood Dale, IL 60191

Re: Tempo Expansion at 6N504 and
610 N. Central Avenue
(Case No. 15-A9)

Dear Mike:

Please be advised that the City is in receipt of your recent correspondence. You have provided a revised Site Design in order to reduce the number of requested variances to three (3). The three (3) existing variances in connection with the 610 Central Avenue Project include the 8.5’ parking stall width, 22’ drive aisles and a vacation of the foundation landscaping along the North side of the addition.

In order to move forward with the revised Site Design, a Comprehensive Plan Map Amendment and Zoning Map Amendment is required. While the revised Site Design is consistent with the part of the Project that Staff supported with its initial submittal from Tempo, there is a significant Comprehensive Plan and Map Amendment procedural hurdle that needs to be addressed. The effect of the City Council denying the prior Comprehensive Plan and Map Amendment requests from Tempo is, under the City Code, a bar to the Applicant from submitting a request for similar relief for a period of one (1) year. City Code Section 17.408.A.4 provides that no Application for a Comprehensive Plan Map Amendment and Zoning Map Amendment for rezoning can be resubmitted within one (1) year of any denial.

This is highly problematic, as without the rezoning, the property at 610 Central Avenue remains zoned R-1 Residential, which would prohibit the requested parking on said property. As currently positioned, Staff is without the legal authority under the City Code to move the request forward. As Staff discussed with Tempo previously, the originally proposed expansion for 610 N. Central Avenue could proceed forward. However, the 6N504 Central Avenue is not allowed, under the City Code, to be used for parking until such time as the Comprehensive Plan Map Amendment and Zoning Map Amendment are approved. Again, an Application for such relief cannot be submitted, under the City Code, until June 15, 2018.
The City is certainly open to any suggestions Tempco may have relative to this legal impediment. When a decision is made as to how Tempco wishes to proceed, please make us aware of this decision.

Sincerely,

Edmond J. Cage

Edmond J. Cage, AICP
Community Development Director
MEMORANDUM

TO: DuPage County Development Committee
FROM: DuPage County Zoning Board of Appeals
DATE: March 1, 2018
RE: Z18-001 Rutledge (Winfield/ Dist. 6)

Development Committee: March 20, 2018:
Zoning Board of Appeals Meeting: March 1, 2018: The Zoning Board of Appeals recommended to approve the following zoning relief:

1. Variation to allow detached accessory buildings to be located in front of the front wall of the principal building (House).

2. A conditional use to increase the square footage of detached accessory buildings not to exceed 1,100 sq. ft for a cumulative total.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s revised site plan made part of Zoning Petition # Z18-001 Rutledge to be submitted as part of the building permit process showing that the overall square footage of all detached accessory buildings on the property does not exceed 1,100 sq. ft. square feet.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs or has occurred on the property without prior permits.

3. That the existing detached accessory building on the north side of the property be used as a shed only and be converted to a size that is permitted on the property pursuant to the square footage allowance for all detached accessory buildings.

4. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screen on the north and west sided of the property adjacent to the detached accessory buildings.
5. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

ZBA VOTE (to approve): 6 Ayes, 0 Nays, 1 Absent

FINDINGS OF FACT:

1. That petitioner testified that he seeks the subject zoning relief to allow petitioner to develop a new two car detached garage accessory building in front of the front wall of the house and to also retain an existing detached accessory building that was built without permit by the previous owner of the property.

Existing Detached Building:

2. That petitioner testified that the existing detached accessory building was built in such a manner that does not permit the parking of passenger vehicles as it is a long and narrow building, (approximately 12 feet by 40 feet).

3. That petitioner testified that the building appears to have been built about 20 years ago and was used by the previous property owner as an automotive workshop.

4. That petitioner has submitted additional information to the file, (see attached) indicating that he does not intend to use the existing detached building for commercial use or automotive repair. Petitioner has indicated that the use of the building will be for domestic storage including lawn equipment and yard furniture.

5. That petitioner has submitted additional information to the file indicating that he has met with the County Building Department and has determined that the existing building can be rehabilitated to meet the building codes and as such petitioner will remove the existing garage door to the building and replace with more conventional shed door openings.

Proposed new two (2) car detached garage:

6. That petitioner testified that he seeks to locate the new detached garage accessory building in front of the front wall of the house as the existing house is located approximately 163 feet from the front property line.

7. That petitioner testified that to build a new detached building behind the front wall of the home one would need to the remove a great deal of mature vegetation and in addition the property has a substantial grade change to the side and rear of the
existing home which makes development adjacent to the side and rear of the home challenging.

8. That petitioner testified that he seeks to build the new garage as there is no attached garage on the home and the existing detached building does not accommodate the parking of vehicles as it is not wide enough being only approximately 12 feet wide.

9. That petitioner testified that he seeks to build the new detached garage exclusively to park petitioner’s two (2) passenger vehicles only and all other domestic storage would occur in the existing detached shed building.

10. That petitioner testified that he can not connect the garage to the existing home because of substantial grade difference at the north end of the home.

STANDARDS FOR VARIATIONS:

1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the Variation to allow detached accessory structures to be located in front of the front wall of the home is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development.

2. That the Zoning Board of Appeals finds that petitioner has demonstrated the granting of the Variation will not:

   a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that the existing home is located in the rear of the property and the only place to install a detached building would be in front of the home.

   • Furthermore that petitioner has demonstrated that the new garage would be located behind the front wall of homes on either side of the subject property generally being in compliance with the spirit of the rule.

   b. Increase the hazard from fire or other dangers to said property as petitioner has demonstrated that the proposed new garage and existing detached shed would be built pursuant to the current building codes even though the existing shed was constructed over 20 years ago.

   c. Unduly increase traffic congestion in the public streets and highways as petitioner has demonstrated that the proposed new development will allow for the
development of a new paved driveway and the reduction of two existing access
drives down to just one new paved access drive.

d. Increase the potential for flood damages to adjacent property as petitioner has
demonstrated that proposed new and existing development will meet all current
drainage requirements of the County even though the existing garage was built
over 20 years ago.

e. Otherwise impair the public health, safety, comfort, morals or general welfare of
the inhabitants of DuPage County as petitioner has demonstrated that the
development of the new garage and rehabilitation of the existing shed will allow
petitioner to park of his vehicle inside an enclosed building and store all his
domestic items in an enclosed building.

STANDARDS FOR CONDITIONAL USES:

3. That the Zoning Board of Appeals finds that petitioner has not demonstrated that
the granting of the Conditional Use is in harmony with the general purpose and intent
of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental
to the public welfare, or in conflict with the County’s comprehensive plan for
development; to wit:

- Petitioner has indicated that the existing detached garage was built without permit
  and is currently larger than allowed on a single family residential property.

- Petitioner testified that the previous use of the garage was for the conduct of an
  automobile service use including the storage and repair of passenger and
  commercial vehicles.

- That petitioner testified that he has a home repair business that he does not
  operate from his home. However, petitioner did testify that from time to time he
  may store items associated with the business in the existing detached shed in
  addition to his own personal domestic items.

4. That the Zoning Board of Appeals finds that while the petitioner has demonstrated
the need to be able to have up to the allotted 850 square feet of detached accessory
building on the property, the petitioner has not demonstrated the need to have
more than the allotted 850 square feet of detached accessory building (s).

5. Furthermore, the ZBA finds that on this particular property there is a need to limit
the square footage allowance to that permitted in the Zoning Ordinance to no more
than 850 square feet lest the property and the buildings thereto be used for anything other than domestic storage of the property owners personal belongings and not otherwise be an attraction to use same for commercial purpose of commercial vehicle and equipment storage and/or commercial operations.

PETITIONER’S DEVELOPMENT FACT SHEET

<table>
<thead>
<tr>
<th>CASE #/PETITIONER</th>
<th>Z18-001 Rutledge</th>
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<tbody>
<tr>
<td>ZONING REQUEST</td>
<td>3. Variation to allow a detached accessory building to be located in front of the front wall of the principal building (House). 4. A conditional use to increase the square footage of detached accessory buildings</td>
</tr>
<tr>
<td>OWNER</td>
<td>WILLIAM RUTLEDGE 27W325 HOY ROAD, WARRENVILLE, IL 60555</td>
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<tr>
<td>ADDRESS/LOCATION</td>
<td>1N127 RIDGELAND AVENUE, WEST CHICAGO, IL 60185</td>
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<td>PIN</td>
<td>04-03-408-002</td>
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<td>TWSP./CTY. BD. DIST.</td>
<td>Winfield/ Dist. 6</td>
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<td>ZONING/LUP</td>
<td>R-4 SF RES. 0-5 DU AC</td>
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<td>AREA</td>
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<td>UTILITIES</td>
<td>Septic and Well</td>
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<td>PUBLICATION DATE</td>
<td>Daily Herald: January 29, 2018</td>
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<td>PUBLIC HEARING</td>
<td>February 15, 2018</td>
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</tbody>
</table>

ADDITIONAL INFORMATION: No Objection.

Building: No Objection.

DUDOT: The DuPage County Division of Transportation has no jurisdictional authority over the subject property adjacent roadway right-of-way and defers its review to the highway Jurisdictional authority.

Health: No Objection.

Stormwater: No Objection.

Public Works: No Objection.

EXTERNAL:

DC Forest Preserve Dist. No Objection.

Winfield Township: No Comment

Winfield Township Highway: No Objection.

GENERAL BULK REQUIREMENTS:

<table>
<thead>
<tr>
<th>REQUIREMENTS:</th>
<th>REQUIRED</th>
<th>EXISTING</th>
<th>PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Front Yard:</td>
<td>Behind front wall of house</td>
<td>In front of front wall of the house and approximately 90 feet from front property</td>
<td>Exist. in front of front wall of the house and approximately 90 feet from front property</td>
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<tr>
<td></td>
<td>Existing</td>
<td>Proposed</td>
<td>Difference</td>
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<tr>
<td>North Int. Side Yard</td>
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<td>South Int. Side Yard</td>
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**Height:** 15 feet

**Floor Area Ratio:**

### LAND USE

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<th>Location</th>
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<th>Existing Use</th>
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<tbody>
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<td>House and detached garage</td>
<td>0-5 DU AC</td>
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<td>R-4 SF</td>
<td>House and detached garage</td>
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<td>South</td>
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<td>0-5 DU AC</td>
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<tr>
<td>East</td>
<td>RIDGELAND AVENUE AND BEYOUND R-4 SF</td>
<td>House and detached garage</td>
<td>0-5 DU AC</td>
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<tr>
<td>West</td>
<td>R-4 SF</td>
<td>House and detached garage</td>
<td>0-5 DU AC</td>
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</table>
ADDITIONAL INFORMATION SUBMITTED BY PETITIONER ON 2-27-2018:

To whom it may concern,

This letter is a clarification of comments from the zoning variance meeting that we attended on Feb. 15th. The address is 1n127 Ridgeland, West Chicago. We were a little nervous at the meeting and want to clarify what it is we want the building for and what we are not using it for.

The adjacent home is being converted from a 1 bedroom 1 bath to a 2-bedroom 2 bath with a loft and has no attic. Our concern through the remodel is that we have used all of the square footage for living space including the basement where there is now a bedroom and the 2nd bath so there is literally no room for storage.

We enjoy many hobbies as homeowners and when we purchased the property we had that in mind. We are avid gardeners and planned to use a portion of the structure as a potting place and to store tools, riding mower and landscape materials we will need to finish the landscaping projects that will be done on the property. We also like to refinish distressed furniture to include in our home or give as gifts to friends as well. We would also store bicycles and some storage space for our son whose house is storage challenged as well.

I have recently had a meeting with the Planning and Development department with Steve, Muhammad and Paul to discussed on how this can properly be done if the building is approved.

1. We will reduce the foot print of the building buy 170 sq. ft. by removing the addition put on the building.
2. Will put in a 6 ft overhead garage door or swinging barn doors and turning it into a shed instead of a garage.
3. Finish the floor by pouring concrete or building a wood floor off of the ground.
4. Have a site inspection and bring the building up to meet the building code, repair and paint it to match the home in color.
5. There will be no driveway to the building

We feel that the impression left to the committee is that we would be using the space for storage of building materials and this letter is intended to correct that. While we did discuss sometimes bringing leftover building materials to the structure it would only be for items we intend to use for personal use such as finishing drywall or insulation in the new garage we hope to build. Once occupancy is granted for us to move into the property
we expect we will continue to upgrade the home. We planned on repairing the building too.

In the course of our business we never take material deliveries for the properties we are renovating at our home. That would just be bad business practice as that is not the location where the materials would be used. Any overbought materials would go back to the place of purchase for a return or credit from the project address. Our contractor does maintain a storage facility where some items might stay awaiting return but they do not come to our property unless we would use it for our personal use.

We hope this clarification will help in your decision to approve the variance requested for storage only.

Respectfully,

William and Sheila Rutledge
MEMORANDUM

TO: DuPage County Development Committee

FROM: DuPage County Zoning Board of Appeals

DATE: March 1, 2018

RE: Zoning Petition Z18-002 Bertsche (Winfield/Dist. 6)

Development Committee: March 20, 2018:

Zoning Board of Appeals Meeting: March 1, 2018: The Zoning Board of Appeals recommended to approve the following zoning relief:

A Variation to allow a detached accessory building (Hobby Room) to be located in front of the front wall of the principal building (House).

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z18-002 Bertsche dated February 15, 2018.

2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.

3. That in conjunction with the submittal of a building permit the developer provides a landscape plan showing full landscape screens around the perimeter of the development.

4. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

ZBA VOTE (to approve): 6 Ayes, 0 Nays, 1 Absent

FINDINGS OF FACT:

1. That petitioner testified that he seeks to develop a detached accessory building on the property in front of the front wall of the home.
2. That petitioner testified that he needs to develop the accessory building in front of the home as the property is unique in its size, foliage, grade and unique neighborhood to wit:

a. That the subject property is part of a larger rural neighborhood where the properties are all zoned in the R-1 Single Family Residential Zoning District which requires a minimum of 100,000 sq. feet per lot.

b. That irrespective of the minimum lot size requirements most of the properties in the general area are on lots well in excess of 100,000 sq. ft.

c. In addition, the properties in the neighborhood are generally surrounded on all sides by over 1,000 acres of land owned and operated by the DuPage County Forrest Preserve District.

d. As such, many of the homes in the area have been developed in irregular and unique configurations taking advantage of the large lots and existing foliage and open space and as such are generally built well back from the front yard setback along Prince Crossing Road as it the case with the existing home, being located approximately 250 feet from the front property line.

e. That the subject property is served with septic and well and the septic system and expansion field are all located in an area to the east and north (rear and side yard) of the home thus reducing the area to develop an accessory building practically behind the front wall of the home.

f. That the subject property has a grade drop of on the north and east side of the property and as such locating the detached accessory building in those areas (which would be behind the front wall of the home) is difficult and requires extraordinary building requirements to accommodate the grade changes.

**STANDARDS FOR VARIATIONS:**

1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the Variation to allow a detached accessory structure to be located in front of the front wall of the home is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development.
2. That the Zoning Board of Appeals finds that petitioner has demonstrated the granting of the Variation will not:

   a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that the home on the property is located in the rear of the property approximately 250 feet from the front property line and the only place to install a detached building would be in front of the home.

      • Furthermore that petitioner has demonstrated that the new detached building would be located behind the front wall of several of the homes on either side of the subject property generally being in compliance with the spirit of the rule.

      • In addition, petitioner has demonstrated that the septic field and expansion filed are located to the rear and side of the home (behind the home) making it challenging to locate the building in the north and east side of the home.

      • Furthermore, petitioner has demonstrated that to locate the home in the side yard would require the removal of many mature trees and substantial vegetation.

      • In addition, petitioner has demonstrated that the subject property is located in a neighborhood that consists of several properties that exceed 2.5 acres of land and are further surrounded by large open areas owned by the DuPage County Forrest Preserve District and as such the location of the new detached building does not impact on the lifestyle and enjoyment of the properties in the vicinity.

   b. Unduly increase traffic congestion in the public streets and highways as petitioner has demonstrated that the proposed new development will allow for the development of a new paved driveway and the reduction of two existing access drives down to just one new paved access drive.

   c. Increase the potential for flood damages to adjacent property as petitioner has demonstrated that proposed new development will meet all current drainage requirements of the County.
# PETITIONER’S DEVELOPMENT FACT SHEET

## GENERAL ZONING CASE INFORMATION

<table>
<thead>
<tr>
<th>CASE #/PETITIONER</th>
<th>Z18-001 Bertsche</th>
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<tbody>
<tr>
<td>ZONING REQUEST</td>
<td>Variation to allow a detached accessory building (Hobby Room) to be located in front of the front wall of the principal building (House).</td>
</tr>
<tr>
<td>OWNER</td>
<td>BERNARD B.BERTSCHE DECLARATION OF TRUST</td>
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<tr>
<td>ADDRESS/LOCATION</td>
<td>1N255 INDIAN KNOLL ROAD, WEST CHICAGO, IL 60185</td>
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<td>PIN</td>
<td>04-02-401-007</td>
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<td>Winfield/Dist. 6</td>
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<td>ZONING/LUP</td>
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<td>AREA</td>
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<td>UTILITIES</td>
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<td>Daily Herald: January 30, 2018</td>
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<td>PUBLIC HEARING</td>
<td>February 15, 2018</td>
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### ADDITIONAL INFORMATION:
- No Objection.

#### Building:
- No Objection.

#### DUDOT:
The DuPage County Division of Transportation has no jurisdictional authority over the subject property adjacent roadway right-of-way and defers its review to the highway jurisdictional authority.

#### Health:
- No Objection.

#### Stormwater:
- No Objection.

#### Public Works:
- No Objection.

### EXTERNAL:
- DCFPD: No Objection.
- Winfield Township: No Comment
- Winfield Township Highway: No Objection.

### GENERAL BULK REQUIREMENTS:

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<thead>
<tr>
<th>REQUIREMENTS:</th>
<th>REQUIRED</th>
<th>EXISTING</th>
<th>PROPOSED</th>
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<tbody>
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<td>Int. Side Yard:</td>
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<tr>
<td>Rear Yard:</td>
<td>50 feet</td>
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<td>Floor Area Ratio:</td>
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### LAND USE
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<th>Location</th>
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<tr>
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<tr>
<td>South</td>
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<td>East</td>
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<td>Prince Crossing RD. And beyond R-1 SF RES</td>
<td>DCFPD-OPEN SPACE</td>
<td>0-5 DU AC</td>
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</tbody>
</table>
MEMORANDUM

TO: DuPage County Development Committee
FROM: DuPage County Zoning Board of Appeals
DATE: May 1, 2018
RE: Z17-032 WOLF (Bloom/Dist. 1)

Development Committee: May 20, 2018:
Zoning Board of Appeals Meeting: March 1, 2018: The Zoning Board of Appeals approved the following zoning relief:

Conditional use for kennel in Residential District

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner’s site plan made part of Zoning Petition # Z17-032 WOLF dated February 8, 2018.

2. That the Conditional Use Zoning Relief for a kennel inures only to KELLY M WOLF and shall not be transferrable.

3. That the Conditional Zoning relief for a Kennel shall cease upon any sale, lease or rental of the property.

4. That the Conditional Zoning relief for a Kennel shall be for no more than eight (8) dogs including dogs owned by the owner KELLY M WOLF.

5. That there shall be no dogs permitted in the front yard and that all dogs shall be only permitted in the rear yard in the fenced in area on the property.

6. That there be no more than four (4) dogs permitted outside in the rear yard at any one time.

7. That when the owner KELLY M WOLF is not at home there be no dogs allowed outside.
8. That all dog excreta be removed from the outside property area within 24 hours each day and deposited into an enclosed container to be located inside the garage of the home.

9. That all collected dog excreta deposited into the enclosed container in the garage be removed on a weekly basis.

10. That there be no signage on the property.

11. That the residential kennel shall be open for intake and delivery no earlier than 7 AM and no later than 8 PM.

12. That all pick up and drop off of dogs be from the drive way of the subject property and that there be no parking or pick up or drop off of dogs in the public ROW.

13. That developer provides a landscape plan showing full landscape screens around the perimeter of the rear yard of the property.

   a. That the landscape screen include a 6 foot tall solid fence along the rear south side of the property from the rear of the home to the east property line.

14. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

ZBA VOTE (to approve): 6 Ayes, 0 Nays, 1 Absent

FINDINGS OF FACT:

1. That petitioner testified that she seeks to run a dog kennel on her property.

2. That petitioner testified that she currently takes care of approximately 5 dogs and has two dogs of her own.

3. That petitioner testified that she generally watches dogs where people need assistance with daily care and overnight care when dog owners need a place to kennel their dogs when they go out of town.

4. That petitioner testified that she does not advertise her facility on the property and that the only advertisement she has is through neighborhood word of mouth and the internet as, “Kelly’s Kanine Kamp”
5. That petitioner testified that she does receive referrals from an organization called, “Fetch Pet Care” which seeks to put dogs into local homes and dog day and night time care providers.

6. That petitioner testified that here property backs up to an over 15 Acre Park District Owner Property that is used as open space.

7. That petitioner submitted a petitioner in support of the proposed kennel from 10 people who live immediately adjacent to or in the neighborhood of the subject property.

STANDARDS FOR CONDITIONAL USES:

1. That the Zoning Board of Appeals finds that petitioner has demonstrated that the granting of the Conditional Use is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development; and specifically that the granting of the Conditional Use will not:

   a. Impair an adequate supply of light and air to the adjacent property as petitioner has demonstrated that the proposed use generally occurs inside the building and that all outside activity associated with the use occurs in the fence in back yard which is generally adjacent to over 45 acres of open space.

   - That the ZBA finds that the concerns raised by the neighbor immediately adjacent to the south of the subject property will be mitigated by the conditions includes limited use of the rear of the property and additional landscape screening requirements imposed as part of the conditions thereto.

   b. Increase the hazard from fire or other dangers to said property as petitioner has demonstrated that the proposed use is limited to inside the home and when outside in a limited area in the rear yard which is adjacent to over 35 acres of open space.

   c. Diminish the value of land and buildings throughout the County as petitioner has demonstrated that the proposed use is limited to not more than 8 dogs inside the home at any one time and not more than 4 dogs outside and only in the rear yard at any one time which is the current limit for any single family residential home.
d. Unduly increase traffic congestion in the public streets and highways as petitioner has demonstrated that the proposed use is very limited in number of vehicle trips to and from the home and that all pick up and drop will occur in the driveway of the home.

- Furthermore, petitioner has demonstrated that the home is setback approximately 100 feet from the front property line and as such there is ample room for people to que up in the driveway and not in the public right of way to pick up and drop of the dogs.

### GENERAL ZONING CASE INFORMATION

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<th>CASE #/PETITIONER</th>
<th>Z17-032 WOLF</th>
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<tbody>
<tr>
<td>OWNER</td>
<td>KELLY M WOLF</td>
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<tr>
<td>ADDRESS/LOCATION</td>
<td>7N667 HAWTHORNE LN MEDINAH IL 60157</td>
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<td>PUBLICATION DATE</td>
<td>November 23, 2017 Dailey Herald</td>
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<td>ZONING REQUEST</td>
<td>Conditional use for kennel in Residential District</td>
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<td>AREA/UTILITIES</td>
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<td>December 21, 2017</td>
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### ADDITIONAL INFORMATION:

- Building: No Objection.
- DUDOT: No Objection.
- Health: No Objection.
- Stormwater: No Objection.
- Public Works: No Objection.

### EXTERNAL:

- Bloom Township: No Comment
- Bloom Township Highway: No Comment

### GENERAL BULK REQUIREMENTS:

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<th>REQUIRED</th>
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<th>PROPOSED</th>
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<td>Requirement</td>
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<td>15.99’</td>
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