

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING**

Monday, September 26, 2016

7:00 P.M.

40 East Center Avenue
Village Hall Board Room

**REVISED
MEETING NOTICE AND AGENDA**

1. CALL TO ORDER AND ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. AWARDS AND PROCLAMATIONS

a) A Proclamation Designating October 23 – October 31, 2016 as “Red Ribbon Week”

4. CONSIDERATION OF THE AUGUST 22, 2016 VILLAGE BOARD MEETING MINUTES

5. NON-AGENDA ITEMS AND VISITORS

The Village President and Board of Trustees allocate fifteen (15) minutes during this item for those individuals who would like the opportunity to address the Village Board of Trustees on any matter not listed on the agenda. Each person addressing the Village Board of Trustees is asked to limit their comments to a maximum of five (5) minutes.

6. VILLAGE BOARD SETS THE ORDER OF THE MEETING

The Village President and Board of Trustees will entertain requests from anyone present on the order of business to be conducted during the Village Board Meeting.

7. VILLAGE FINANCE REPORT

a) Warrant Report for September 16-30, 2016

8. VILLAGE ADMINISTRATOR’S REPORT

9. VILLAGE ATTORNEY’S REPORT

10. VILLAGE PRESIDENT’S REPORT

a) Appointment of Peter Arnstein to the Police Pension Fund Board of Trustees

CONSENT AGENDA

11. ACCEPTANCE OF THE CORRESPONDENCE

Please note all correspondence was delivered to the Village Board of Trustees in the Informational Reports on September 9 and 16, 2016.

12. A RESOLUTION SUPPORTING THE CONTINUED FEDERAL FUNDING OF THE MEDICARE STATE HEALTH INSURANCE ASSISTANCE PROGRAM

OTHER BUSINESS

13. SECOND READING OF AN ORDINANCE AMENDING TITLE III OF THE VILLAGE OF LAKE BLUFF MUNICIPAL CODE CONCERNING THE CLASS L AND W LIQUOR LICENSES

14. A RESOLUTION APPROVING A SIGN EXEMPTION REQUEST FOR CHEVY EXCHANGE LOCATED AT 1 SHERWOOD TERRACE

15. A RESOLUTION APPROVING A SIGN EXEMPTION REQUEST FOR HOMEWERKS WORLDWIDE LOCATED AT 45-85 ALBRECHT ROAD

16. AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE'S SIDE YARD SETBACK REGULATIONS (311 E. Center Avenue)

17. TRUSTEE'S REPORT

18. EXECUTIVE SESSION

19. CONSIDERATION OF THE MINUTES OF THE SEPTEMBER 12, 2016 EXECUTIVE SESSION MEETING

20. ADJOURNMENT

*R. Drew Irvin
Village Administrator*

The Village of Lake Bluff is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, are requested to contact R. Drew Irvin, Village Administrator, at 234-0774 or TDD number 234-2153 promptly to allow the Village of Lake Bluff to make reasonable accommodations.

PROCLAMATION

Designating October 23 – October 31, 2016 as “Red Ribbon Week”

WHEREAS, the most precious resources we have, our future leaders, are the children in our community; and,

WHEREAS, children face decisions about using alcohol, tobacco, and other drugs as early as their elementary school years; and,

WHEREAS, it is critical that the adults in children’s lives take the time to talk to them regularly about the risks of alcohol and other drugs, symbolized by the red ribbons in our community; and,

WHEREAS, parents, teachers and community leaders play an important role in providing positive activities which will give youth the opportunity to choose healthy lifestyles; and,

WHEREAS, the Village of Lake Bluff, LEAD, CROYA, SpeakUP! Coalition and our local schools are taking an active role in building assets in our youth and helping to teach them about positive decision making.

NOW, THEREFORE, BE IT PROCLAIMED BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, COUNTY OF LAKE, AND STATE OF ILLINOIS, that: October 23 through October 31, 2016 is Red Ribbon Week in the Village of Lake Bluff and urge all citizens to do what they can to help our youth make a commitment to a drug-free life.

PASSED this 26th day of September, 2016.

ATTEST:

Village Clerk

Village President

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING
SEPTEMBER 12, 2016**

DRAFT MINUTES

1. CALL TO ORDER AND ROLL CALL

Village President O'Hara called the meeting to order at 7:00 p.m. in the Lake Bluff Village Hall Board Room, and Village Clerk Aaron Towle called the roll.

The following were present:

Village President: Kathleen O'Hara

Trustees: Barbara Ankenman
Steve Christensen
Mark Dewart
Eric Grenier
John Josephitis
William Meyer

Also Present: Aaron Towle, Village Clerk
Drew Irvin, Village Administrator
Peter Friedman, Village Attorney
Susan Griffin, Finance Director
Michael Croak, Building Codes Supervisor
Jeff Hansen, Village Engineer
David Belmonte, Police Chief
Michael Hosking, Deputy Police Chief
David Graf, Fire Chief
Jake Terlap, Public Works Superintendent
Brandon Stanick, Assistant to the Village Administrator (A to VA)
Franco Bottalico, Administrative Intern

2. PLEDGE OF ALLEGIANCE

President O'Hara led the Pledge of Allegiance.

3. AWARDS AND PROCLAMATIONS

Police Chief David Belmonte stated annually the Lake Bluff Police Department honors Police Officers who have contributed significantly to promoting safety in the Village. Police Chief Belmonte presented the Lake Bluff Police Department plaque to Police Officer Mark Szalkowski for traffic and seat belt enforcement, Police Officer Timothy Kreuzsch for alcohol enforcement efforts, and Police Officer Jim Reynolds for his successful investigative work on a burglary case. Police Chief Belmonte thanked the Village Board and Police Department Staff for their service to the community.

President O'Hara read the Proclamation designating October 2016 as *Fire Prevention Month* and thanked Fire Chief Graf and the volunteer fire department for their service to the community.

4. CONSIDERATION OF THE MINUTES

Trustee Josephitis moved to approve the August 22, 2016 Board of Trustees Regular Meeting Minutes as presented. Trustee Christensen seconded the motion. The motion passed on a unanimous voice vote.

5. NON-AGENDA ITEMS AND VISITORS

President O'Hara stated the Village President and Board of Trustees allocate fifteen minutes for those individuals who would like the opportunity to address the Village Board on any matter not listed on the agenda. Each person addressing the Village Board of Trustees is asked to limit their comments to a maximum of five (5) minutes.

There were no requests to address the Board.

6. VILLAGE BOARD SETS THE ORDER OF THE MEETING

At the request of those present, Trustee Dewart moved to take Agenda Items #13 then return to the regular order of the meeting. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

7. ITEM #13 – A RESOLUTION APPROVING A SITE PLAN REVIEW FOR EXTERIOR ALTERATIONS TO THE CENTRAL LAKE COUNTY JOINT ACTION WATER AGENCY BUILDING AT 200 ROCKLAND ROAD

President O'Hara reported the Central Lake County Joint Action Water Agency (CLCJAWA) is proposing to make exterior changes to their building at 200 Rockland Road as part of a project to replace the ozone generating equipment inside the plant. The exterior changes include vent louvres, acoustical hoods over some vents, and sound walls by the rooftop chiller and the backwash blower. In a separate project, a new rooftop air conditioner is proposed. She further reported Bill Soucie, Operation Director for CLCJAWA, appeared at the July 12th and September 6th Architectural Board of Review (ABR) meetings. At the July 12th meeting, the ABR voted 4-0 to recommend site plan approval for the rooftop air conditioning unit and also voted 4-0 on a separate motion to recommend approval for the building alterations related to the ozone generating equipment project.

President O'Hara reported subsequent to the July 12th meeting, CLCJAWA received a report from an acoustical engineer that they had engaged to measure noise levels; the report indicated that the water plant does not comply with all of the noise standards of the Illinois Pollution Control Board and that revisions to the project design would be necessary to bring the water plant into compliance. Mr. Soucie and Darrell Blennis Jr (Executive Director of CLCJAWA) returned to the ABR on September 6th and presented a revised design that their acoustical engineer has advised will comply with the State noise standards. She further reported the new design is described in the attached August 28, 2016 letter from CLCJAWA and includes two steel sound walls to deflect sound from a rooftop chiller and the backwash blowers, acoustical hoods over some louvres, and the relocation of some vents to the rooftop. CLCJAWA will hire a different acoustical engineer to measure noise levels at the completion of the project to verify that the water plant is in compliance. At the September 6th meeting, the ABR voted on one motion to recommend site plan approval for the two steel sound walls and on a separate motion to recommend approval of the other proposed changes, including the vent louvres, acoustical hoods, and rooftop fans and vents. Each motion was approved by a vote of 6-0.

Mr. Bill Soucie, Operations Director for CLCJAWA, showed a picture of the water treatment plant and noted the location for the rooftop unit and backwash blowers for the rooftop chiller. He noted the equipment is only visible from the east elevation which is currently a vacant lot. Mr. Soucie showed pictures of the front elevations from IL. Rt. 176 and noted the overgrown landscape provides screening to the front of the building. He stated the new rooftop unit will be located on the north end of the building and showed a picture illustrating its view from the roadway. He also noted there is currently an HVAC unit located at the south edge of the rooftop.

Mr. Soucie explained the mitigation of the existing equipment sound sources with sound barriers associated with the new ozone system. The proposed steel sound barriers will be located behind the facility and the color will be selected by the ABR.

Mr. Soucie reviewed the elevation changes for the new ozone system and noted the changes will accommodate the new industrial standards requirement for industrial equipment and will meet the sound emission standards of the Illinois Pollution Control Board. He showed a picture of the east and south elevations and location for the new proposed acoustic louvers and hoods noting the equipment color will match the existing color. Lastly, Mr. Soucie stated the facility is not in compliance with current regulations and the proposed upgrades will address non-compliance issues.

As there were no further comments from the Board, Trustee Dewart moved to adopt the resolution. Trustee Christensen seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Ankenman, Christensen, Dewart, Grenier, Josephitis and Meyer
Nays: (0)
Absent: (0)

**8. ITEM #7A – WARRANT REPORT FOR SEPTEMBER 1-15, 2016 AND AUGUST 2016
PAYROLL EXPENDITURES**

President O’Hara reported expenditure of Village funds for payment of invoices in the amount of \$276,657.75 for September 1-15, 2016.

President O’Hara reported expenditure of Village funds for payroll in the amount of \$270,089.36 for August 2016.

As such, the total expenditures for this period is in the amount of \$546,747.11.

President O’Hara further reported this warrant report includes a payment to DeMuth Inc. for the emergency repair of water main breaks and a broken fire hydrant on Armour Drive. This expenditure was estimated at \$16,500; however, a broken fire hydrant increased the project cost to \$20,700. Pursuant to the Village’s Purchasing Policies Section 6.4, purchases in excess of \$20,000 made to remedy an emergency condition may be accomplished by Village Administrator authorization, to subsequently be ratified by the Village Board.

As there were no questions from the Board, Trustee Meyer moved to approve the Warrant Report. Trustee Christensen seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Christensen, Dewart, Grenier, Josephitis, Meyer and Ankenman
Nays: (0)
Absent: (0)

9. ITEM #7B – AUGUST 2016 FINANCE REPORT

At President O’Hara’s request, Finance Director Susan Griffin provided a brief summary of the August 2016 Finance Report highlighting major revenue sources and expenditures for the period:

- Sales tax revenue for May 2016 of \$282,000 is \$51,000 or 22% greater than May 2015;
- Home rule sales tax of \$99,000 is \$39,000 or 65% greater than May 2015;
- Income tax revenue of \$200,000 for May-August 2016 is 17% lower than the same period in 2015; and
- Building permit revenue is \$206,000 and is \$19,000 or 8.5% less than May-August 2015.

Finance Director Griffin stated Staff continues to closely monitor the actions in Springfield and assess the implications to the Village of potential changes in State-shared revenue allocations, property tax limitation changes, or pension reform law. Finance Director Griffin stated the Finance Committee is scheduled to meet on September 19, 2016 at 6:00 p.m.

Trustee Ankenman moved to accept the Finance Report. Trustee Josephitis seconded the motion. The motion passed on a unanimous voice vote.

10. ITEM #8 – VILLAGE ADMINISTRATOR’S REPORT REGARDING THE DISPOSITION OF CERTAIN VILLAGE RECORDS

Village Administrator Drew Irvin briefly reviewed the State’s process regarding disposition of records. The informational report summarizes the paper documents which have been converted into electronic files. Staff will coordinate disposal of the files, pursuant to State law, presuming there are no concerns.

Trustee Grenier moved to accept the Report. Trustee Dewart seconded the motion. The motion passed on a unanimous voice vote.

11. ITEM #9 – VILLAGE ATTORNEY’S REPORT

Village Attorney Peter Friedman had no report.

12. ITEM #10 – VILLAGE PRESIDENT’S REPORT

President O’Hara reported *Patriotic Spirit Day in Lake Bluff* was successful and reported on the upcoming Public Safety Open House scheduled for September 17th. At the request of President O’Hara, Village Administrator Irvin provided an update on the Whiffle Ball charity event held on September 10th.

13. ITEM #11 – ACCEPTANCE OF THE CORRESPONDENCE

President O’Hara introduced the correspondence from the Informational Reports on August 19, 26 and September 2, 2016.

Trustee Ankenman moved to accept the correspondence as submitted. Trustee Josephitis seconded the motion. The motion passed on a unanimous voice vote.

14. ITEM #12 – SECOND READING OF AN ORDINANCE AMENDING THE LAKE BLUFF ZONING REGULATIONS TO ESTABLISH A PROCESS AND RELATED REGULATIONS FOR PLANNED MIXED-USE DEVELOPMENTS

Trustee Josephitis recused himself from the deliberation and left the dais.

President O’Hara reported in May 2016 the Village received a zoning petition from The Roanoke Group, LLC (Petitioner) seeking: (i) a text amendment to the Village’s Zoning Code establishing regulations for Planned Mixed-Use Developments (PMD) as a special use in the B Residence District (R-4), C Residence District (R-5) and the Central Business District (CBD) (Text Amendment); and (ii) a special use permit for a PMD to permit the construction and maintenance of a 16 unit multi-family structure and related improvements (Development) at 120 E. Scranton Avenue (former PNC Bank property) to construct and maintain the Development at the Property.

President O’Hara reported the purpose of PMDs is to allow for modification of underlying use, bulk, space and yard regulations that may impose unnecessary rigidities on the proposed development or redevelopment of land that requires an individual, planned approach. The two-phase review process of the PMD Ordinance includes:

- Optional preliminary public meeting with the PCZBA to obtain feedback on the potential PMD;
- Development Concept Plan review public hearing with the PCZBA;
- Optional Development Concept Plan review workshop meeting and review by ABR;
- Development Concept Plan consideration by the Village Board;
- Final Development Plan review public hearings & public meetings with PCZBA and ABR; and
- Final Development Plan consideration by the Village Board.

In addition, President O’Hara reported at the conclusion of the August 17th public hearing regarding the text amendment, the PCZBA voted (6-1) to recommend the Village Board: (i) approve and adopt the attached ordinance providing for a text amendment establishing a process and related regulations for PMDs; and (ii) consider including in the PMD ordinance a requirement that two-thirds of the Village Trustees must vote in favor of a proposed PMD if the PCZBA has recommended that the proposed PMD be denied. The PCZBA member who did not vote in favor of the PMD ordinance expressed concern with the PMD option as an alternative to the underlying zoning regulations; more specifically, the concern was that the PMD draft language did not require the redevelopment of qualifying properties to use a PMD approval process. The Village Board approved first reading of the ordinance at its meeting on August 22, 2016.

Trustee Meyer expressed his opposition to a three story development on Block Three noting he does not want to see Lake Bluff transformed by large downtown developments. He stated a three story development would have negative effects and alter the appearance of downtown. The public cost will increase the developers’ profit because they would be allowed to build more units in the same footprint and this is unfair to residents. Trustee Meyer expressed his preference to amend the proposed ordinance to prohibit the construction of a three story development. He expressed his understanding this could be accomplished by establishing a 30 ft. height restriction in the proposed ordinance. Trustee Meyer thanked the public for their involvement in the previous public hearings.

Trustee Meyer moved to amend the proposed ordinance to include a 30 ft. height restriction. Trustee Dewart seconded the motion. A discussion followed.

President O'Hara asked for comments from the Trustees regarding the height restrictions amendment. It was the consensus of the Village Board to include the 30 ft. height restriction in the proposed PMD Ordinance.

Village Attorney Peter Friedman suggested a new subsection, 10-15-3 (c), maximum PMD height be incorporated stating "no principal building or accessory structure shall be erected or altered on any lot in any PMD so that said building or structure exceeds a maximum height of 30 ft.". Village Attorney Friedman also suggested adding a third paragraph to section 10-15-4 (c) stating "shall in no event allow for the maximum height of any principle building or accessory structure within the PMD Ordinance to exceed 30 ft. except pursuant to and in conjunction with an application for approval of a variation from Section 10-15-4 in accordance with the variation procedures set forth in Section 10-2-4".

Following a discussion, the motion to amend the PMD Ordinance passed on the following roll call vote:

Ayes: (5) Dewart, Grenier, Meyer, Ankenman and Christensen
Nays: (0)
Absent: (0)

Trustee Ankenman recommended section 10-15-2B(4) be amended to include a provision that if the PCZBA does not act then it does not automatically become a favorable recommendation it would be no recommendation.

Trustee Ankenman moved to amend Section 10-15-2B(4) to "shall be deemed a decision to make no recommendation". Trustee Grenier seconded the motion. A discussion followed.

Following a discussion, the motion to amend the PMD Ordinance passed on the following roll call vote:

Ayes: (5) Grenier, Meyer, Ankenman, Christensen and Dewart
Nays: (0)
Absent: (0)

President O'Hara opened the floor for public comments.

Mr. Rick Lesser (resident) stated he is not a neighbor of the property but he has been concerned about land use abating the existing zoning in the Village. He congratulated the Village Board and stated this action was an excellent move in making this PMD Ordinance now something that is no longer a green light to the urbanization of Lake Bluff. He expressed his preference to have more safeguards built into the PMD Ordinance to protect existing neighbors. He thanked the Village Board for amending the PMD Ordinance.

Mr. Lee Nysted (resident) thanked the Village Board for listening to residents.

Mr. Terrence Moran (resident) thanked the Village Board and expressed his opinion there has not been one single person that has moved to Lake Bluff in hopes for a bigger downtown. He stated the Village is wonderful the way it is and hopes that it stays that way.

Trustee Ankenman moved to approve second reading of the ordinance as amended. Trustee Grenier seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Meyer, Ankenman, Christensen, Dewart and Grenier
Nays: (0)
Absent: (0)

Trustee Josephitis returned to the dais and assumed his position as Trustee.

15. ITEM #14 – A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT WITH PETER BAKER & SONS CONSTRUCTION AND WAIVER OF COMPETITIVE BIDDING TO COMPLETE MISCELLANEOUS ASPHALT PATCHING AND TRAIL REPAIRS

President O’Hara reported the Village’s FY16-17 Budget designates funds for making improvements to the asphalt pavement around the Fire Training Building at the Public Works Center as well as for resurfacing of a portion of the asphalt trail running north of the Lake Bluff Elementary School on the west side of Green Bay Road. She further reported at the request of the Village, Peter Baker & Son Construction assessed the existing conditions of the pavement for the projects, made recommendations on the most effective ways to repair the pavement, and prepared a proposal for the recommended work. Peter Baker and Son Construction submitted a proposal and the Village Engineer recommends the Village Board approve a contract in the amount of \$59,386.45 to complete the project. The work includes the repaving of 630 square yards of asphalt around the Fire Training Building and resurfacing approximately 1,510 lineal feet of the trail from the Lake Bluff Elementary School property to the south side of Belle Foret Drive.

President O’Hara reported the Village’s FY16-17 Budget contains \$25,000 for pavement repairs at the Public Works Center and \$30,000 for the asphalt trail resurfacing for a total of \$55,000. The Village Engineer recommends the Village Board waive the competitive bidding process, allocate an additional \$4,386.45 to the project, and award the contract to Peter Baker and Son Construction for the amount of \$59,386.45.

As there were no questions from the Board, Trustee Josephitis moved to adopt the resolution. Trustee Dewart seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Ankenman, Christensen, Dewart, Grenier, Josephitis and Meyer
Nays: (0)
Absent: (0)

16. ITEM #15 – A RESOLUTION AUTHORIZING THE EXECUTION OF A CONSTRUCTION CONTRACT AND WAIVER OF COMPETITIVE BIDS TO COMPLETE THE EMERGENCY REPAIR OF MOFFETT ROAD

President O’Hara reported in 2016 the Village has received a total of six proposals for temporary repairs to Moffett Road at the land bridge slope failure located just south of the intersection of Moffett Road and East Witchwood Lane. After monitoring the slope failure for the past year and reviewing the latest submitted proposals, it is recommended by the Village Engineer that the Village waive competitive bidding and enter into a construction contract with V3 Construction Group, LTD. of Woodridge Illinois for a lump sum fee of \$93,987 to construct the temporary repairs to the Moffett Road land bridge.

President O'Hara reported the proposed repairs include the installation of a temporary sheet piling wall at the bottom of the slope, filling the eroded area with riprap, re-setting the guard rail, replacing a 50' section of curb and gutter, and repairing the damaged portion of the asphalt street. The repairs are intended to provide a stable roadway until the slope can be permanently repaired and regraded, which is scheduled to take place in 2018, as previously discussed by the Village Board.

In response to a comment from the Board, Village Engineer Jeff Hansen stated there won't be much of a cost savings even with the reuse of material located at the bottom of the hill. The permanent repaired scheduled for 2018 will be 80% Stated funded.

Trustee Josephitis asked if the condition have gotten worse. Village Engineer Hansen stated the land bridge slope and pavement located behind the property is slowly deteriorating. Staff has explored other options and the proposed repairs are the best options at this time.

In response to a question from Trustee Dewart, Village Engineer Hansen stated the sheet piling wall is located at the bottom of the slope. The head wall around the culvert and the wing wall have separated. The proposed sheet piling wall and riprap will fill the gap and prevent much of the materials underneath the culvert from being washed away; however, it will not prevent materials from sliding down from the top of the slope. Village Engineer Hansen reviewed the permanent repair process for the slope. Village Administrator Irvin reviewed the criteria Village Engineer Hansen used to evaluate the various proposed solutions.

Trustee Dewart inquired of the timeframe. Village Engineer Hansen stated the proposal provides 10 working days with partial lane closures and it will commence in the fall probably October.

In response to a question from Trustee Christensen, Village Engineer Hansen stated that while sealed bid proposals were not solicited, he did speak with a number of contractors when arriving at his recommendation.

In response to a question from Trustee Ankenman, Village Engineer Hansen stated the bid ranged between \$65,500 and \$280,000. The lowest bid option proposed a sheet pile wall approximately 15 ft. behind the existing curb but no repairs to the bottom of the slope.

Trustee Grenier inquired of the use of grant monies. Village Engineer Hansen stated the estimated cost for the permanent repairs is \$775,000. The grant funds would allow re-pavement of Moffett Road from the ravine to the southern Village limits which amounted to approximately \$1.2 million.

As there were no further comments from the Board, Trustee Christensen moved to adopt the resolution. Trustee Dewart seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Christensen, Dewart, Grenier, Josephitis, Meyer and Ankenman
Nays: (0)
Absent: (0)

17. ITEM #16 – AN ORDINANCE AMENDING TITLE III OF THE VILLAGE OF LAKE BLUFF MUNICIPAL CODE CONCERNING THE CLASS L AND W LIQUOR LICENSES

President O’Hara reported from time to time, the Village receives inquiries from non-local non-profit/civic groups and catering establishments outside of the Village limits regarding liquor licenses. Presently, the Liquor Regulations of the Village do not provide classes of licenses to serve these groups. In order to fill this gap as well as improve the flexibility and enforceability of the Liquor Regulations, the Village Liquor Commissioner is recommending the following amendments to the Liquor Code:

- Waiving the initial application fee for the Class L and W Event Licenses;
- Striking the requirement that at least one officer of the requesting organization be a resident of the Village and sign the application for the Class L special events license;
- Eliminating the language in the Class W license that limits applicants to those who hold a valid Village Food and Beverage license;
- Adding flexibility to the Class W license by creating a Class W Event license that would allow applicants to seek, in addition to the current annual license for \$500, a \$50 per event license that the Liquor Commissioner could issue in process similar to that of the current special events license. The draft ordinance limits applicants to no more than 4 “event” licenses per calendar year.

In response to a question from Trustee Ankenman, Village Administrator Irvin stated caterers outside of the Village’s corporate limits have expressed interest in catering events similar to those of local caterers. The current liquor license restricts outside caterers from getting a local license because they do not have a current Lake Bluff food and beverage license. The proposal would allow outside caterers to provide their services within the Village and sell alcohol. He stated applicants must meet State and local requirements for a liquor license. A discussion followed.

Trustee Josephitis moved to approve first reading of the ordinance. Trustee Meyer seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Dewart, Grenier, Josephitis, Meyer, Ankenman and Christensen
Nays: (0)
Absent: (0)

18. ITEM #17 – TRUSTEE’S REPORT

There was no Trustee’s report.

19. ITEM #18 – EXECUTIVE SESSION

At 8:13 p.m. Trustee Ankenman moved to enter into Executive Session for the purpose of discussing Property Disposition (5 ILCS 120/2(c)(6)) and Personnel (5 ILCS 120/2(c)(2)). Trustee Josephitis seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Grenier, Josephitis, Meyer, Ankenman, Christensen and Dewart
Nays: (0)
Absent: (0)

Trustee Josephitis departed at 8:14 p.m.

There being no further business to discuss, Trustee Meyer moved to adjourn out of executive session. Trustee Dewart seconded the motion and the motion passed on a unanimous voice vote at 8:51 p.m.

20. ITEM #19 – ADJOURNMENT

Trustee Grenier moved to adjourn the regular meeting. Trustee Meyer seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 8:52 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator

Aaron Towle
Village Clerk

**VILLAGE OF LAKE BLUFF
REQUEST FOR BOARD ACTION**

Agenda Item: 7a

Subject: WARRANT REPORT FOR SEPTEMBER 16-30, 2016

Action Requested: APPROVAL OF DISBURSEMENTS (Roll Call Vote)

Originated By: DIRECTOR OF FINANCE

Referred To: VILLAGE BOARD

Summary of Background and Reason For Request:

Expenditure of Village funds for payment of invoices in the amount of \$196,499.08 for September 16-30, 2016.

Total Expenditures of \$196,499.08

Reports and Documents Attached:

1. Warrant Report for September 16-30, 2016 \$196,499.08 (dated 9/26/16)

Note that the warrant report designates those checks issued prior to the Board's formal approval as manual checks "M" on the Warrant Report. These are checks that are prepared in advance of the warrant due to contractual or governmental/payroll tax obligations; to obtain a discount; or for extenuating circumstances that may arise.

Village Administrator's Recommendation:

Approval of Warrant in the total amount of **\$196,499.08**

Date Referred to Village Board: 9/26/2016

DATE: 09/21/16
TIME: 15:37:34
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/26/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

ADP	ADP INC.						
479354072	09/02/16	01	PAYROLL PROCESSING:9/1/16	01-60-610-41304		09/26/16	267.94
				OTHER PROFESSIONAL SERVICE			
						INVOICE TOTAL:	267.94
479674013	09/09/16	01	QRTLY REPORTS ENDING 6/30/16	01-60-610-41304		09/26/16	19.80
				OTHER PROFESSIONAL SERVICE			
						INVOICE TOTAL:	19.80
480077775	09/16/16	01	PAYROLL PROCESSING:9/15/16	01-60-610-41304		09/26/16	199.10
				OTHER PROFESSIONAL SERVICE			
						INVOICE TOTAL:	199.10
						VENDOR TOTAL:	486.84
AFTERMAT AFTERMATH, INC.							
JC2016-7423	08/30/16	01	BIO-HAZARD CLEAN-UP:JAIL CELL	01-70-930-41000		09/26/16	105.00
				MAINTENANCE-BUILDING			
						INVOICE TOTAL:	105.00
						VENDOR TOTAL:	105.00
AIRONEEQ AIR ONE EQUIPMENT, INC.							
115801	09/08/16	01	INTAKE VALVE REP'R PARTS #4520	01-70-730-41200		09/26/16	57.23
				MAINTENANCE EQUIPMENT			
						INVOICE TOTAL:	57.23
						VENDOR TOTAL:	57.23
AMERGAS AMERICAN GASES CORP.							
112379	08/31/16	01	OXYGEN TANKS:FIRE	01-70-730-43570		09/26/16	17.50
				OPERATING SUPPLIES			
						INVOICE TOTAL:	17.50
						VENDOR TOTAL:	17.50
AT & T AT & T							

DATE: 09/21/16
TIME: 15:37:35
ID: AP441000.WOW

-- VILLAGE OF LAKE BLUFF --
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/26/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

AT & T AT & T							
1606 Z97-5542	06/06/16	01	T-1 LINE PSB-PUB WKS:JUNE 2016	01-80-910-43210		09/26/16	397.92
			TELEPHONE				
						INVOICE TOTAL:	397.92
1607 Z97-5542	07/16/16	01	T-1 LINE PSB-PUB WKS:JULY 2016	01-80-910-43210		09/26/16	397.92
			TELEPHONE				
						INVOICE TOTAL:	397.92
1608 Z97-5542	08/16/16	01	T-1 LINE PSB-PUB WKS:AUG 2016	01-80-910-43210		09/26/16	397.92
			TELEPHONE				
						INVOICE TOTAL:	397.92
1609 615-2726	09/04/16	01	LCL PH SRVC:WATER TOWER	46-80-800-43210		09/26/16	115.83
			TELEPHONE				
						INVOICE TOTAL:	115.83
						VENDOR TOTAL:	1,309.59
ATLASCON ATLAS CONCRETE LIFTING, INC.							
8516	09/01/16	01	SIDEWALK LIFTING:SCRANTON AVE	01-80-840-49213		09/26/16	550.00
			SIDEWALK REPLACE/VILLAGE				
						INVOICE TOTAL:	550.00
						VENDOR TOTAL:	550.00
AUTOINTE AUTO INTERIORS & DESIGN							
4208	08/30/16	01	REP'R FRONT SEAT TRUCK #62009	46-80-800-41100		09/26/16	200.00
			MAINTENANCE-VEHICLES				
						INVOICE TOTAL:	200.00
						VENDOR TOTAL:	200.00
BAXTWOOD BAXTER & WOODMAN							
0187516	08/25/16	01	MOFFETT RD CULVERT DESIGN	43-80-870-49000		09/26/16	12,186.88
			MOFFETT RD BOX CULVERT				

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BAXTWOOD BAXTER & WOODMAN							
0187516	08/25/16	02	PHASE 1			09/26/16	
				** COMMENT **		INVOICE TOTAL:	12,186.88
						VENDOR TOTAL:	12,186.88
BEACON BEACON SSI INCORPORATED							
77970	09/15/16	01	ANN'L SENSOR TESTING FOR UNDER	01-80-910-41200		09/26/16	298.50
		02	GROUND STORAGE TANK	MAINTENANCE-EQUIPMENT			
				** COMMENT **		INVOICE TOTAL:	298.50
						VENDOR TOTAL:	298.50
BHFxLLC BHFx LLC							
246294	09/01/16	01	COPIES OF MISC PLATS	01-60-680-43400		09/26/16	22.12
				PRINTING		INVOICE TOTAL:	22.12
246939	09/09/16	01	MISC ENGINEERING COPIES	01-60-680-43400		09/26/16	7.50
				PRINTING		INVOICE TOTAL:	7.50
247391	09/14/16	01	MISC ENGINEERING COPIES	01-60-680-43400		09/26/16	41.25
				PRINTING		INVOICE TOTAL:	41.25
						VENDOR TOTAL:	70.87
BCBS BLUECROSS BLUE SHIELD OF IL							
SEPT 2016	08/24/16	01	VILLAGE MEDICAL PREM:SEPT 2016	01-20-102-20000		09/26/16	64,771.18
				ACCOUNTS PAYABLE		INVOICE TOTAL:	64,771.18
						VENDOR TOTAL:	64,771.18
BREEZYHI BREEZY HILL NURSERY							

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BREEZYHI BREEZY HILL NURSERY							
I-198038	07/29/16	01	PARKWAY REPAIR:SUNRISE AVE	01-80-840-41304		09/26/16	408.96
				OTHER PROFESSIONAL SERVICE			
						INVOICE TOTAL:	408.96
						VENDOR TOTAL:	408.96
BRUNNERD DAN BRUNNER							
ACADEMY TRNG	09/15/16	01	REIMBURSE FIRE II ACADEMY TRNG	01-70-730-42400		09/26/16	1,000.00
				TRAINING/EDUCATION			
						INVOICE TOTAL:	1,000.00
						VENDOR TOTAL:	1,000.00
BUCKBROS BUCK BROTHERS, INC.							
100598	09/09/16	01	INJECTOR NOZZLE GASKETS	01-80-890-43650		09/26/16	51.78
				MAINTENANCE SUPPLIES-EQUIP			
						INVOICE TOTAL:	51.78
99761	09/06/16	01	FUEL INJECTORS TRACTOR #53508	01-80-870-43650		09/26/16	859.56
				MAINTENANCE SUPPLIES-EQUIP			
						INVOICE TOTAL:	859.56
						VENDOR TOTAL:	911.34
BURRISEQ BURRIS EQUIPMENT CO.							
PI67812	09/14/16	01	BUCKET COUPLER PIN #42302	01-80-890-43650		09/26/16	255.99
				MAINTENANCE SUPPLIES-EQUIP			
						INVOICE TOTAL:	255.99
PI67965	09/14/16	01	REPLCMENT CHAINS FOR CHAIN SAW	01-70-730-43650		09/26/16	33.90
				MAINTENANCE SUPPLIES-EQUIP			
						INVOICE TOTAL:	33.90
PI68011	09/15/16	01	CHAIN SAW TWO CYCLE OIL	01-80-860-43650		09/26/16	149.22
				MAINTENANCE SUPPLIES-EQUIP			
						INVOICE TOTAL:	149.22
						VENDOR TOTAL:	439.11

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CALLONE CALL ONE							
1010-9117-1609	09/15/16	01	POTS LINE:V HALL ELEVATOR	01-60-610-43210		09/26/16	36.59
				TELEPHONE			
		02	POTS LINE:DISPATCH	01-70-711-43210			151.53
				TELEPHONE			
		03	POTS LINE:FIRE	01-70-730-43210			85.23
				TELEPHONE			
		04	POTS LINE:PUB WKS	01-80-910-43210			236.76
				TELEPHONE			
						INVOICE TOTAL:	510.11
						VENDOR TOTAL:	510.11
CLEANCUT CLEAN CUT TREE CARE							
3821	09/01/16	01	TREE/BRUSH CLEARING:PREP SEWER	01-80-890-49530		09/26/16	3,600.00
				SANITARY SEWER IMPROVEMENT			
		02	REHAB WORK:WIMBLEDON CT AREA	** COMMENT **			
						INVOICE TOTAL:	3,600.00
						VENDOR TOTAL:	3,600.00
COMCAST COMCAST CABLE							
9/16-10/15/16	09/09/16	01	COMMUNITY ROOM INTERNET ACCESS	01-70-930-41300		09/26/16	189.85
				INTERNET/COMPUTER SERVICES			
		02	9/16-10/15/16	** COMMENT **			
						INVOICE TOTAL:	189.85
						VENDOR TOTAL:	189.85
J.P.COOK J. P. COOKE CO.							
411619	09/02/16	01	CUSTOM STAMP: VILL HALL	01-60-610-43550		09/26/16	91.70
				OFFICE SUPPLIES			
						INVOICE TOTAL:	91.70
						VENDOR TOTAL:	91.70
CURRENT CURRENT TECHNOLOGIES							

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CURRENT CURRENT TECHNOLOGIES							
6862	09/21/16	01	PSB ENTRANCE SOFTWARE MAINT	01-70-930-41000		09/26/16	775.00
		02	AGREEMENT	MAINTENANCE-BUILDING ** COMMENT **			
						INVOICE TOTAL:	775.00
						VENDOR TOTAL:	775.00
DAILYHER DAILY HERALD							
9/18-10/15/16	09/15/16	01	DAILY HERALD DELIVERY:V HALL	01-60-600-42460		09/26/16	33.00
		02	9/18-10/15/16	PUBLICATIONS ** COMMENT **			
						INVOICE TOTAL:	33.00
						VENDOR TOTAL:	33.00
DANTHE DAN THE KEY MAN							
91321	09/12/16	01	PADLOCKS:PUB WKS	01-80-890-43670		09/26/16	160.80
				MAINTENANCE SUPPLIES-UTILI			
						INVOICE TOTAL:	160.80
						VENDOR TOTAL:	160.80
DELTADEN DELTA DENTAL							
890372	09/26/16	01	PPO DENTL PREM:OCT 2016	01-20-102-20000		09/26/16	3,659.61
				ACCOUNTS PAYABLE			
						INVOICE TOTAL:	3,659.61
890373	09/26/16	01	COBRA DENTL PREM:OCT 2016	01-20-102-20000		09/26/16	34.13
				ACCOUNTS PAYABLE			
						INVOICE TOTAL:	34.13
890374	09/26/16	01	HMO DENTL PREM:OCT 2016	01-20-102-20000		09/26/16	70.17
				ACCOUNTS PAYABLE			
						INVOICE TOTAL:	70.17
						VENDOR TOTAL:	3,763.91

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GUSTERNA NANCY GUSTERINE							
PSB OPEN HOUSE	09/15/16	01	CHARCOAL/LIGHTER FLUID:PSB	01-70-730-44501		09/26/16	18.85
		02	OPEN HOUSE	COMMUNITY AWARENESS			
		03	CORN/ROASTER:PSB OPEN HOUSE	** COMMENT ** 01-70-730-44501			344.95
				COMMUNITY AWARENESS			
						INVOICE TOTAL:	363.80
						VENDOR TOTAL:	363.80
ICMA RET ICMA RETIREMENT TRUST 457							
9/15 PAYROLL DEDUCT	09/15/16	01	9/15 'EE PAYROLL DEDUCTION	01-20-102-45000		09/26/16	168.84
		02	9/15 'EE PAYROLL DEDUCTION	ICMA 457 PLAN PAYABLE			46.86
		03	9/15 'EE PAYROLL DEDUCTION	01-20-102-45000			201.29
		04	9/15 'EE PAYROLL DEDUCTION	ICMA 457 PLAN PAYABLE			211.04
		05	9/15 'EE PAYROLL DEDUCTION	01-20-102-45000			422.08
				ICMA 457 PLAN PAYABLE			
						INVOICE TOTAL:	1,050.11
9/15/16 W/H	09/15/16	01	9/15/16 'EE W/H	01-20-102-45000		09/26/16	3,081.86
				ICMA 457 PLAN PAYABLE			
						INVOICE TOTAL:	3,081.86
						VENDOR TOTAL:	4,131.97
IFOP IL FRATERNAL ORDER OF POLICE							
9/1 W/H	09/01/16	01	'EE W/HELD FOP DUES:9/1/16	01-20-102-49000		09/26/16	258.00
				UNION DUES PAYABLE			
						INVOICE TOTAL:	258.00
9/15 W/H	09/15/16	01	'EE W/HELD FOP DUES:9/15/16	01-20-102-49000		09/26/16	258.00
				UNION DUES PAYABLE			
						INVOICE TOTAL:	258.00
						VENDOR TOTAL:	516.00

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ILASSCHP ILL ASSOC. OF CHIEFS OF POLICE							
2016-1710	09/16/16	01	RECERTIFICATION: CH. BELMONTE	01-70-710-41304		09/26/16	100.00
				OTHER PROFESSIONAL SERVICE			
						INVOICE TOTAL:	100.00
						VENDOR TOTAL:	100.00
M							
ILSECST ILLINOIS SECRETARY OF STATE							
2016 LIC RENEWAL	09/20/16	01	LIC RENEWAL:CH BELMONTE'S VEH	01-70-710-41100		09/26/16	101.00
				MAINTENANCE-VEHICLES			
						INVOICE TOTAL:	101.00
						VENDOR TOTAL:	101.00
IUOEADM INT'L UNION OF OPER ENGINEERS							
9/15 W/H	09/15/16	01	9/15 'EE IUOE ADMIN DUES	01-20-102-49000		09/26/16	378.86
				UNION DUES PAYABLE			
						INVOICE TOTAL:	378.86
						VENDOR TOTAL:	378.86
M							
IUOEMEMB INT'L UNION OF OPER ENGINEERS							
091516	09/15/16	01	9/15 'EE IUOE MEMBERSHIP DUES	01-20-102-49000		09/26/16	82.39
				UNION DUES PAYABLE			
						INVOICE TOTAL:	82.39
						VENDOR TOTAL:	82.39
M							
IRVINDRE R. DREW IRVIN							
ICMA CONF	09/09/16	01	TRAVEL REIMBURSMENT:ICMA CONF	01-60-600-42410		09/26/16	303.20
		02	9/24-9/28/16	CONFERENCES			
				** COMMENT **			
						INVOICE TOTAL:	303.20
						VENDOR TOTAL:	303.20
M							
JGUNIFOR J.G. UNIFORMS, INC.							

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JGUNIFOR J.G. UNIFORMS, INC.							
6389	09/12/16	01	UNIFORMS:OFCR HARVEY	01-70-710-42420 UNIFORMS		09/26/16	109.46
						INVOICE TOTAL:	109.46
6492	09/13/16	01	UNIFORMS:OFCR HARVEY	01-70-710-42420 UNIFORMS		09/26/16	490.41
						INVOICE TOTAL:	490.41
6493	09/13/16	01	UNIFORMS:DEP CH HOSKING	01-70-710-42420 UNIFORMS		09/26/16	129.90
						INVOICE TOTAL:	129.90
						VENDOR TOTAL:	729.77
00000825 KINNUCAN CO.							
326787	09/15/16	01	TREE REMOVAL:DEPOT,NORTH AVE,	01-80-860-41301 TREE REMOVAL/TRIMMING SERV		09/26/16	9,500.00
		02	MOUNTAIN & HIRST CT	** COMMENT **			
						INVOICE TOTAL:	9,500.00
						VENDOR TOTAL:	9,500.00
POLPEN LAKE BLUFF POLICE PENSION FUND							
9/15/16 W/H	09/15/16	01	9/15 'EE POLPEN W/HELD	01-20-102-45500 POLICE PENSION EE CONTRIBU		09/26/16	4,744.20
						INVOICE TOTAL:	4,744.20
						VENDOR TOTAL:	4,744.20
LCHEALTH HEALTH DEPARTMENT & COMMUNITY							
AUG 2016	09/14/16	01	ANIMAL CONTROL:AUG 2016	01-70-710-44400 ANIMAL CONTROL		09/26/16	35.00
						INVOICE TOTAL:	35.00
						VENDOR TOTAL:	35.00

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LCRECORD LAKE COUNTY RECORDER							
2016-00053474	08/26/16	01	RECORD ORDINANCE:225 W CENTER	01-20-202-20594		09/26/16	29.00
		02	PUB NOTICE:COMP PLAN AMENDMENT	ZONING ESCROW-225 W. CENTE 01-60-680-41304 OTHER PROFESSIONAL SERVICE			29.00
						INVOICE TOTAL:	58.00
						VENDOR TOTAL:	58.00
LFACUTE LAKE FOREST ACUTE CARE							
3144477	09/13/16	01	NEW 'EE PHYSICAL:OFCR HARVEY	01-70-710-42450		09/26/16	737.96
				RECRUITMENT			
						INVOICE TOTAL:	737.96
						VENDOR TOTAL:	737.96
LFLBCHMB LF-LB CHAMBER OF COMMERCE							
4453	07/13/16	01	LF/LB CHAMBER LUNCHEON:IRVIN	01-60-600-42400		09/26/16	35.00
				TRAINING/EDUCATION			
						INVOICE TOTAL:	35.00
						VENDOR TOTAL:	35.00
R0000784 LAWRENCE MANAGEMENT							
CREDIT H2O BAL	09/08/16	01	REFUND H2O CREDIT:71 S WKGN RD	46-40-403-45000		09/26/16	604.98
				WATER SALES			
						INVOICE TOTAL:	604.98
						VENDOR TOTAL:	604.98
LECHNER LECHNER & SONS UNIFORM RENTAL							
2202411	09/09/16	01	UNIFORMS: FORESTRY	01-80-860-42420		09/26/16	4.79
		02	UNIFORMS: STREETS	UNIFORMS 01-80-840-42420 UNIFORMS			25.00

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LECHNER LECHNER & SONS UNIFORM RENTAL							
2202411	09/09/16	03	UNIFORMS: SEWERS	01-80-890-42420		09/26/16	1.72
			UNIFORMS				
		04	UNIFORMS: PUB WKS	01-80-910-42420			15.17
			UNIFORMS				
		05	UNIFORMS: WATER	46-80-800-42420			1.00
			UNIFORMS				
		06	PUB WKS OPERATING SUPPLIES	01-80-910-43660			12.40
			MAINTENANCE SUPPLIES-BLDG				
						INVOICE TOTAL:	60.08
3197478	08/26/16	01	UNIFORMS: FORESTRY	01-80-860-42420		09/26/16	4.79
			UNIFORMS				
		02	UNIFORMS: STREETS	01-80-840-42420			25.00
			UNIFORMS				
		03	UNIFORMS: SEWERS	01-80-890-42420			1.72
			UNIFORMS				
		04	UNIFORMS: PUB WKS	01-80-910-42420			15.17
			UNIFORMS				
		05	UNIFORMS: WATER	46-80-800-42420			1.00
			UNIFORMS				
		06	PUB WKS OPERATING SUPPLIES	01-80-910-43660			12.40
			MAINTENANCE SUPPLIES-BLDG				
						INVOICE TOTAL:	60.08
						VENDOR TOTAL:	120.16
LINCOLN LINCOLN NATIONAL LIFE INS. CO.							
OCT 2016	09/26/16	01	GR TERM LIFE PREM:OCT 2016	01-20-102-20000		09/26/16	770.24
			ACCOUNTS PAYABLE				
						INVOICE TOTAL:	770.24
						VENDOR TOTAL:	770.24
MCGREEVA AUSTIN MCGREEVEY							
AUG 2016	09/12/16	01	MUSICAL PERFORMANCES:FARMERS	01-60-650-44610		09/26/16	200.00
			FARMER'S MARKET				

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MCGREEVA AUSTIN MCGREEVEY							
AUG 2016	09/12/16	02	MARKET: 8/5 & 8/19/16			09/26/16	
				** COMMENT **		INVOICE TOTAL:	200.00
						VENDOR TOTAL:	200.00
M							
MENARDS MENARD'S							
14873	09/09/16	01	VACUUM CLEANER:PUB WKS	01-80-910-45900		09/26/16	89.99
				MINOR EQUIPMENT		INVOICE TOTAL:	89.99
						VENDOR TOTAL:	89.99
MESS METROPOLITAN EMERGENCY SUPPORT							
7062016	08/17/16	01	FOOD/SUPPLIES:PSB OPEN HOUSE	01-70-730-44501		09/26/16	465.63
				COMMUNITY AWARENESS		INVOICE TOTAL:	465.63
						VENDOR TOTAL:	465.63
MINNLIFE MINNESOTA LIFE							
SEPT 2016	09/06/16	01	IND LIFE PREM:FINANCE-SEPT 16	01-60-610-40420		09/26/16	204.67
				LIFE INSURANCE			
		02	IND LIFE PREM:ADMIN	01-60-600-40420			97.95
				LIFE INSURANCE			
		03	IND LIFE PREM:POLICE	01-70-710-40420			108.58
				LIFE INSURANCE			
		04	IND LIFE PREM:PARK DIST	01-10-201-37200			36.09
				DUE FROM PARK DISTRICT			
						INVOICE TOTAL:	447.29
						VENDOR TOTAL:	447.29
M							
MORANTER TERRY MORAN							
AUG 2016	09/12/16	01	MUSICAL PERFORMANCE:FARMERS	01-60-650-44610		09/26/16	100.00
				FARMER'S MARKET			

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MORANTER TERRY MORAN							
AUG 2016	09/12/16	02	MRKT: 8/26/16			09/26/16	
				** COMMENT **		INVOICE TOTAL:	100.00
						VENDOR TOTAL:	100.00
NPPAVING N P PAVING CONTRACTORS, INC.							
16256	09/19/16	01	ASPHALT PATCHING AT WATERMAIN	01-80-840-49213		09/26/16	2,895.00
				SIDEWALK REPLACE/VILLAGE			
		02	BREAK LOCATIONS	** COMMENT **			
						INVOICE TOTAL:	2,895.00
						VENDOR TOTAL:	2,895.00
NOSHRWAT NORTH SHORE WATER RECLAMATION							
3377381	09/10/16	01	WSTEWTR TRTMNT:V HALL 5/3-7/29	01-60-900-43230		09/26/16	15.08
				UTILITIES			
						INVOICE TOTAL:	15.08
3377383	09/10/16	01	WASTEWTR TRTMENT:PSB 5/3-7/29	01-70-930-43230		09/26/16	51.04
				UTILITIES			
						INVOICE TOTAL:	51.04
						VENDOR TOTAL:	66.12
R0001591 STEVEN ORI							
DRIVEWAY REIMBURSMNT	09/21/16	01	50% REIMBURSMNT DRIVEWAY APRON	46-80-800-41304		09/26/16	843.80
				OTHER PROFESSIONAL SERVICE			
		02	DISTURBED BY VILL WTRMAIN BRK	** COMMENT **			
						INVOICE TOTAL:	843.80
						VENDOR TOTAL:	843.80
PACIFICT PACIFIC TELEMAGEMENT SERVICE							
867615	09/15/16	01	PAY PH:PSB LOBBY:OCT 2016	01-70-710-43210		09/26/16	76.50
				TELEPHONE			

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-- VILLAGE OF LAKE BLUFF --
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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
PACIFIC PACIFIC TELEMAGEMENT SERVICE							
867615	09/15/16	02	PAY PH:JAIL INTAKE:OCT 2016	01-70-710-43210		09/26/16	76.50
				TELEPHONE			
						INVOICE TOTAL:	153.00
						VENDOR TOTAL:	153.00
PERSEVAL PERSONNEL EVALUATION, INC							
20141	08/31/16	01	NEW 'EE PERSONNEL EVALUATION	01-70-710-42450		09/26/16	20.00
				RECRUITMENT			
						INVOICE TOTAL:	20.00
						VENDOR TOTAL:	20.00
QUICKMAT MATTHEW QUICK							
REIMBURSE POSTAGE	08/29/16	01	FIRE DEPT. RECRUITMENT MAILING	01-70-730-43300		09/26/16	311.16
				POSTAGE			
						INVOICE TOTAL:	311.16
						VENDOR TOTAL:	311.16
R0001590 JOHN OR CAROLE SANDNER							
H2O CREDIT BAL RFND	08/30/16	01	REFUND H2O CREDIT:1 MOFFETT RD	46-40-403-45000		09/26/16	515.90
				WATER SALES			
						INVOICE TOTAL:	515.90
						VENDOR TOTAL:	515.90
M							
SHERWILL THE SHERWIN-WILLIAMS CO							
3245-9	09/06/16	01	TRAFFIC MARKING PAINT	01-80-840-43690		09/26/16	334.50
				MAINTENANCE SUPPLIES-STREE			
						INVOICE TOTAL:	334.50
						VENDOR TOTAL:	334.50
SHIINTER SHI INTERNATIONAL CORP							

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SHIINTER SHI INTERNATIONAL CORP							
B05500784	09/15/16	01	COMPUTER MONITOR CABLES	01-60-610-45900		09/26/16	92.50
			MINOR EQUIPMENT				
						INVOICE TOTAL:	92.50
						VENDOR TOTAL:	92.50
R0001096 SMEDBO, INC							
H2O CREDIT BAL	09/21/16	01	REFUND H2O CREDIT BALANCE	46-40-403-45000		09/26/16	829.23
			WATER SALES				
						INVOICE TOTAL:	829.23
						VENDOR TOTAL:	829.23
STANICKB BRANDON STANICK							
966038	09/09/16	01	TABLE LINENS:STRAT PLN WRKSHOP	01-60-600-41304		09/26/16	95.01
			OTHER PROFESSIONAL SERVICE				
						INVOICE TOTAL:	95.01
						VENDOR TOTAL:	95.01
STAPLES STAPLES ADVANTAGE							
3312524383	08/25/16	01	OFFICE SUPPLIES:POLICE	01-70-710-43550		09/26/16	59.62
			OFFICE SUPPLIES				
						INVOICE TOTAL:	59.62
						VENDOR TOTAL:	59.62
STATEDIS STATE DISBURSEMENT UNIT							
9/15 PAYROLL DEDUCT	09/15/16	01	9/15 'EE PAYROLL DEDUCTION	01-20-102-51000		09/26/16	579.69
			WAGE ASSIGNMENT PAYABLE				
						INVOICE TOTAL:	579.69
						VENDOR TOTAL:	579.69
STRANDAS STRAND ASSOCIATES, INC.							

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-- VILLAGE OF LAKE BLUFF --
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STRANDAS STRAND ASSOCIATES, INC.							
0122958	09/13/16	01	AMR DESIGN SERVICES	46-80-800-49450		09/26/16	2,982.99
				AUTO METER READING SYSTEM			
						INVOICE TOTAL:	2,982.99
						VENDOR TOTAL:	2,982.99
SWANTONK KATHLEEN SWANTON							
AUG 2016	09/12/16	01	FARMERS' MKT MANAGER:AUG 2016	01-60-650-44610		09/26/16	720.00
				FARMER'S MARKET			
						INVOICE TOTAL:	720.00
						VENDOR TOTAL:	720.00
TASERINT TASER INTERNATIONAL							
SI1450875	09/08/16	01	TASER ASSURANCE PLAN CEW	01-70-710-41304		09/26/16	2,744.95
				OTHER PROFESSIONAL SERVICE			
		02	TASER ASSURANCE PLAN TASERCAM	01-70-710-41304			1,378.65
				OTHER PROFESSIONAL SERVICE			
						INVOICE TOTAL:	4,123.60
						VENDOR TOTAL:	4,123.60
TECHSYS TECH SYSTEMS, INC.							
307214	09/09/16	01	CLEAN V HALL SMOKE DETECTOR	01-60-900-41000		09/26/16	116.00
				MAINTENANCE-BUILDING			
						INVOICE TOTAL:	116.00
						VENDOR TOTAL:	116.00
TERMINAL TERMINAL SUPPLY CO.							
45329-00	08/23/16	01	ELECTRICAL REPAIR SUPPLIES	46-80-800-41100		09/26/16	94.92
				MAINTENANCE-VEHICLES			
						INVOICE TOTAL:	94.92
						VENDOR TOTAL:	94.92

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INVOICES DUE ON/BEFORE 09/26/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

THEEXCHA THE CHEVY EXCHANGE							
47645	08/30/16	01	FUEL LINE CAR #70711	01-60-680-43640		09/26/16	109.20
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	109.20
47755	09/06/16	01	SENSOR/FILTER CAR #70711	01-60-680-43640		09/26/16	57.99
				MAINTENANCE SUPPLIES-VEHIC			
						INVOICE TOTAL:	57.99
						VENDOR TOTAL:	167.19
TREDROC TREDROC TIRE							
317846	08/15/16	01	NEW TIRES #4516	01-70-730-41100		09/26/16	1,376.97
				MAINTENANCE VEHICLES			
						INVOICE TOTAL:	1,376.97
						VENDOR TOTAL:	1,376.97
UNCOFFEE UNITED COFFEE SERVICE, INC.							
560433	08/17/16	01	COFFEE & SUPPLIES:POLICE	01-70-930-43660		09/26/16	192.50
				MAINTENANCE SUPPLIES-BLDG			
		02	KITCHEN SUPPLIES:POLICE	01-70-930-43660			25.80
				MAINTENANCE SUPPLIES-BLDG			
						INVOICE TOTAL:	218.30
561223	09/13/16	01	COFFEE & SUPPLIES:POLICE	01-70-930-43660		09/26/16	213.40
				MAINTENANCE SUPPLIES-BLDG			
						INVOICE TOTAL:	213.40
						VENDOR TOTAL:	431.70
UNRADIO UNITED RADIO COMMUNICATIONS							
103002713-1	08/31/16	01	PROGRAM/TEST PORTABLE RADIOS	01-70-711-41200		09/26/16	199.00
				MAINTENANCE EQUIPMENT			
						INVOICE TOTAL:	199.00
						VENDOR TOTAL:	199.00

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USPOSTAL UNITED STATES POSTAL SERVICE							
SEPT 2016	09/20/16	01	REPLENISH BUSINESS REPLY ACCT	46-80-800-43300		09/26/16	150.00
			POSTAGE				
						INVOICE TOTAL:	150.00
						VENDOR TOTAL:	150.00
VERIZON VERIZON WIRELESS							
9771178608	09/01/16	01	WIRELESS SRVC:FIRE 8/2-9/1/16	01-70-730-43210		09/26/16	88.05
			TELEPHONE				
		02	WIRELESS SRVC:POLICE	01-70-710-43210			388.92
			TELEPHONE				
		03	WIRELESS SRVC:PUB WKS	01-80-910-43210			228.89
			TELEPHONE				
		04	WIRELESS SRVC:ADMIN	01-60-600-43210			152.08
			TELEPHONE				
		05	WIRELESS SRVC:COM DEVELOPMENT	01-60-680-43210			187.11
			TELEPHONE				
		06	SQD CAR WIRELESS ACCESS POLICE	01-70-710-43210			475.85
			TELEPHONE				
		07	CAD SYSTEM	** COMMENT **			
						INVOICE TOTAL:	1,520.90
						VENDOR TOTAL:	1,520.90
VISIONSE VISION SERVICE PLAN							
OCT 2016	09/16/16	01	VILLAGE VISION PREM:OCT 2016	01-20-102-20000		09/26/16	297.51
			ACCOUNTS PAYABLE				
		02	PARK DIST VISION PREM:OCT 2016	01-20-102-20000			157.02
			ACCOUNTS PAYABLE				
		03	LIBRARY VISION PREM:OCT 2016	01-20-102-20000			62.56
			ACCOUNTS PAYABLE				
						INVOICE TOTAL:	517.09
						VENDOR TOTAL:	517.09

VISOGRAP VISOGRAPHIC INC

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VISOGRAP VISOGRAPHIC INC							
204572	09/16/16	01	PRINT QTRLY WATER BILL FORMS	46-80-800-43400		09/26/16	626.16
			PRINTING				
						INVOICE TOTAL:	626.16
						VENDOR TOTAL:	626.16
WAREHOUS WAREHOUSE DIRECT							
3189949-0	09/09/16	01	OFFICE SUPPLIES:VILL HALL	01-60-610-43550		09/26/16	115.27
			OFFICE SUPPLIES				
						INVOICE TOTAL:	115.27
						VENDOR TOTAL:	115.27
						TOTAL ALL INVOICES:	196,499.08

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INVOICES DUE ON/BEFORE 09/26/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
10	ASSETS		
MINNLIFE	MINNESOTA LIFE	1,697.84	36.09
	ASSETS		36.09
20	LIABILITIES		
BCBS	BLUECROSS BLUE SHIELD OF IL	222,866.64	64,771.18
DELTADEN	DELTA DENTAL	19,460.74	3,763.91
ICMA RET	ICMA RETIREMENT TRUST 457	44,720.77	4,131.97
IFOP	IL FRATERNAL ORDER OF POLICE	2,709.00	516.00
IUOEADM	INT'L UNION OF OPER ENGINEERS	3,788.60	378.86
IUOEMEMB	INT'L UNION OF OPER ENGINEERS	823.90	82.39
LCRECORD	LAKE COUNTY RECORDER	258.00	29.00
LINCOLN	LINCOLN NATIONAL LIFE INS. CO.	4,056.80	770.24
POLPEN	LAKE BLUFF POLICE PENSION FUND	48,892.26	4,744.20
STATEDIS	STATE DISBURSEMENT UNIT	5,796.90	579.69
VISIONSE	VISION SERVICE PLAN	2,607.73	517.09
	LIABILITIES		80,284.53
60	ADMINISTRATION		
ADP	ADP INC.	1,975.37	486.84
BHFXLLC	BHFX LLC	151.83	70.87
CALLONE	CALL ONE	1,906.01	36.59
DAILYHER	DAILY HERALD	200.00	33.00
FRANKSWI	WILLIAM Y. FRANKS	11,648.00	2,106.00
GOVIT	GOVIT CONSORTIUM		2,417.20
GRAFGRI	GRAFFITI GRILL, INC.		4,670.00
IRVINDRE	R. DREW IRVIN	850.00	303.20
J.P.COOK	J. P. COOKE CO.	181.70	91.70
LCRECORD	LAKE COUNTY RECORDER	258.00	29.00
LFLBCHMB	LF-LB CHAMBER OF COMMERCE	10,015.00	35.00
MCGREEVA	AUSTIN MCGREEVEY	400.00	200.00
MINNLIFE	MINNESOTA LIFE	1,697.84	302.62
MORANTER	TERRY MORAN	300.00	100.00
NOSHRWAT	NORTH SHORE WATER RECLAMATION	88.16	15.08
SHIINTER	SHI INTERNATIONAL CORP	1,677.00	92.50
STANICKB	BRANDON STANICK	195.00	95.01
SWANTONK	KATHLEEN SWANTON	1,440.00	720.00
TECHSYS	TECH SYSTEMS, INC.	891.15	116.00
THEEXCHA	THE CHEVY EXCHANGE	5,644.77	167.19

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INVOICES DUE ON/BEFORE 09/26/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
60	ADMINISTRATION		
VERIZON	VERIZON WIRELESS	6,140.06	339.19
WAREHOUS	WAREHOUSE DIRECT	1,558.05	115.27
	ADMINISTRATION		12,542.26
70	PUBLIC SAFETY		
AFTERMAT	AFTERMATH, INC.		105.00
AIRONEEQ	AIR ONE EQUIPMENT, INC.	5,307.88	57.23
AMERGAS	AMERICAN GASES CORP.	400.69	17.50
BRUNNERD	DAN BRUNNER		1,000.00
BURRISEQ	BURRIS EQUIPMENT CO.	1,884.27	33.90
CALLONE	CALL ONE	1,906.01	236.76
COMCAST	COMCAST CABLE	1,179.84	189.85
CURRENT	CURRENT TECHNOLOGIES		775.00
GUSTERNA	NANCY GUSTERINE	221.51	363.80
ILASSCHP	ILL ASSOC. OF CHIEFS OF POLICE		100.00
ILSECST	ILLINOIS SECRETARY OF STATE	101.00	101.00
JGUNIFOR	J.G. UNIFORMS, INC.	5,957.60	729.77
LCHEALTH	HEALTH DEPARTMENT & COMMUNITY		35.00
LFACUTE	LAKE FOREST ACUTE CARE	703.00	737.96
MESS	METROPOLITAN EMERGENCY SUPPORT		465.63
MINNLIFE	MINNESOTA LIFE	1,697.84	108.58
NOSHRWAT	NORTH SHORE WATER RECLAMATION	88.16	51.04
PACIFICT	PACIFIC TELEMAGEMENT SERVICE	765.00	153.00
PERSEVAL	PERSONNEL EVALUATION, INC		20.00
QUICKMAT	MATTHEW QUICK		311.16
STAPLES	STAPLES ADVANTAGE	1,459.45	59.62
TASERINT	TASER INTERNATIONAL		4,123.60
TREDROC	TREDROC TIRE	1,967.66	1,376.97
UNCOFFEE	UNITED COFFEE SERVICE, INC.	2,378.17	431.70
UNRADIO	UNITED RADIO COMMUNICATIONS		199.00
VERIZON	VERIZON WIRELESS	6,140.06	952.82
	PUBLIC SAFETY		12,735.89
80	PUBLIC WORKS		
00000825	KINNUCAN CO.	375.00	9,500.00
AT & T	AT & T	9,497.63	1,193.76
ATLASCON	ATLAS CONCRETE LIFTING, INC.		550.00
BEACON	BEACON SSI INCORPORATED	1,031.50	298.50

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INVOICES DUE ON/BEFORE 09/26/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
80	PUBLIC WORKS		
BREEZYHI	BREEZY HILL NURSERY		408.96
BUCKBROS	BUCK BROTHERS, INC.	997.14	911.34
BURRISEQ	BURRIS EQUIPMENT CO.	1,884.27	405.21
CALLONE	CALL ONE	1,906.01	236.76
CLEANCUT	CLEAN CUT TREE CARE		3,600.00
DANTHE	DAN THE KEY MAN	141.95	160.80
GROOT	GROOT INDUSTRIES	184,722.21	46,131.20
LECHNER	LECHNER & SONS UNIFORM RENTAL	1,113.57	118.16
MENARDS	MENARD'S	369.81	89.99
NPPAVING	N P PAVING CONTRACTORS, INC.		2,895.00
SHERWILL	THE SHERWIN-WILLIAMS CO	402.95	334.50
VERIZON	VERIZON WIRELESS	6,140.06	228.89
	PUBLIC WORKS		67,063.07
REDEVELOPMENT PROGRAM FUND			
80	PUBLIC WORKS		
BAXTWOOD	BAXTER & WOODMAN	42,067.40	12,186.88
	PUBLIC WORKS		12,186.88
VEHICLE/EQUIP REPLACEMENT FUND			
60	ADMINISTRATION		
GOVIT	GOVIT CONSORTIUM		4,684.55
	ADMINISTRATION		4,684.55
WATER FUND			
40	REVENUES		
R0000784	LAWRENCE MANAGEMENT		604.98
R0001096	SMEDBO, INC		829.23
R0001590	JOHN OR CAROLE SANDNER		515.90
	REVENUES		1,950.11
80	PUBLIC WORKS		

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INVOICES DUE ON/BEFORE 09/26/2016

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

WATER FUND			
80	PUBLIC WORKS		
AT & T	AT & T	9,497.63	115.83
AUTOINTE	AUTO INTERIORS & DESIGN	160.00	200.00
LECHNER	LECHNER & SONS UNIFORM RENTAL	1,113.57	2.00
R0001591	STEVEN ORI		843.80
STRANDAS	STRAND ASSOCIATES, INC.	13,440.57	2,982.99
TERMINAL	TERMINAL SUPPLY CO.	97.34	94.92
USPOSTAL	UNITED STATES POSTAL SERVICE	3,813.80	150.00
VISOGRAP	VISOGRAPHIC INC	4,367.62	626.16
	PUBLIC WORKS		5,015.70
	TOTAL ALL DEPARTMENTS		196,499.08

**VILLAGE OF LAKE BLUFF
REQUEST FOR BOARD ACTION**

Agenda Item: 10a

Subject: APPOINTMENT TO VARIOUS ADVISORY BOARDS AND COMMISSIONS

Action Requested: APPROVAL OF APPOINTMENT (Voice Vote)

Originated By: VILLAGE PRESIDENT

Referred To: VILLAGE BOARD

Summary of Background and Reason for Request:

Subject to the consent of the Board of Trustees, the Village President appoints members to the Village's various advisory Boards and Commissions. Village resident Peter Arnstein is recommended for appointment to the Police Pension Fund Board of Trustees for a term expiring April 30, 2018.

Village President's Recommendation: Approval of Appointment.

Date Referred to Village Board: 9/26/2016

**VILLAGE OF LAKE BLUFF
REQUEST FOR BOARD ACTION**

Agenda Item: 12

Subject: A RESOLUTION SUPPORTING THE CONTINUED FEDERAL FUNDING OF THE MEDICARE STATE HEALTH INSURANCE ASSISTANCE PROGRAM

Action Requested: CONSIDERATION OF THE RESOLUTION (Voice Vote)

Originated By: SENIOR RESOURCE COMMISSION

Referred To: VILLAGE BOARD

Summary of Background and Reason For Request:

Lake Forest and Lake Bluff have jointly funded the mission of the Senior Resource Commission (“Commission”) for decades. Dickinson Hall serves as the hub of activity and services for older adults in Lake Forest, Lake Bluff and Knollwood. An extensive variety of programs, classes, special interest groups, parties and trips are offered that are designed to provide enrichment and social experiences. Social services designed to help older adults maintain their independence and remain in their own homes include transportation and a variety of support services.

In early July the Commission was made aware of a threat to eliminate the funding of the Medicare State Health Insurance Assistance Program (“SHIP”). This federally funded program is critical to helping senior citizens, people with disabilities and their families navigate Medicare; it provides training updates, materials and support to volunteer workers who in turn provide free, unbiased, one-to-one counseling to help individuals navigate Medicare benefits. Currently, 100 participants at Dickinson Hall utilize this service on an annual basis. The Senate Appropriations Committee has passed a bill that will eliminate SHIP funding. This bill will now move on to the House Appropriations Committee for consideration. The Commission has reviewed the SHIP program and determined that SHIP is extremely valuable to the aging adults in our community; to that end, Village Staff has prepared a resolution calling for action to support the continued Federal funding of SHIP. The City of Lake Forest City Council unanimously passed the same resolution on August 1, 2016.

Reports and Documents Attached:

- Resolution Supporting Continued Funding of SHIP.

Senior Resource Commission Recommendation: Approval of the Resolution.

Village Administrator’s Recommendation: Approval of the Resolution.

Date Referred to Village Board: 9/26/2016

RESOLUTION NO. 2016-

A RESOLUTION SUPPORTING THE CONTINUED FEDERAL FUNDING OF THE MEDICARE STATE HEALTH INSURANCE ASSISTANCE PROGRAM

WHEREAS, in July 2016, the Federal Senate Appropriation Committee passed a bill to eliminate the funding for the Medicare State Health Insurance Program; and,

WHEREAS, this bill will now move forward to the Federal House Appropriations Committee for consideration; and,

WHEREAS, the Medicare State Health Insurance Program is critical to helping senior citizens, disabled people and their families navigate Medicare; and,

WHEREAS, the Medicare State Health Insurance Program provides training to volunteer workers who in turn provide free, unbiased, one to one counseling to help individuals navigate Medicare benefits; and,

WHEREAS, the Senior Resource Commission finds this program extremely valuable to the aging adults in our community; and,

WHEREAS, at least one hundred members of Dickinson Hall and their families utilize this program on an annual basis; and,

WHEREAS, the Senior Resource Commission strongly supports the continued funding of the Medicare State Health Insurance Assistance Program.

NOW, THEREFORE, BE IT RESOLVED by the President and Village Board of the Village of Lake Bluff, County of Lake, State of Illinois, as follows:

SECTION 1: The foregoing recitals are incorporated into this Resolution as findings of the President and Village Board.

SECTION 2: The President and Village Board of the Village of Lake Bluff, County of Lake, State of Illinois, do hereby request continued Federal funding of the Medicare State Health Insurance Assistance Program.

SECTION 3: That the Village Administrator is hereby directed to transmit this request in writing to the Chairman and Ranking Members of the Federal House Appropriation Committee representing the Village of Lake Bluff.

SECTION 4: This resolution shall be in full force and effect from and after its adoption and approval in the manner provided by law.

PASSED this ____ day of September, 2016

AYES (0)

NAYS (0)

ABSENT (0)

APPROVED this ____ day of September, 2016

Village President

ATTEST:

Village Clerk

**VILLAGE OF LAKE BLUFF
REQUEST FOR BOARD ACTION**

Agenda Item: 13

Subject: AN ORDINANCE AMENDING CERTAIN PROVISIONS OF TITLE 3 OF
THE VILLAGE OF LAKE BLUFF MUNICIPAL CODE CONCERNING THE
CLASS L AND W LIQUOR LICENSES

Action Requested: SECOND READING APPROVAL (Roll Call Vote)

Originated By: LIQUOR COMMISSIONER

Referred To: VILLAGE BOARD

Summary of Background and Reason For Request:

From time to time, the Village receives inquiries from non-local non-profit/civic groups and catering establishments outside of the Village limits regarding liquor licenses. Presently, the Liquor Regulations of the Village do not provide classes of licenses to serve these groups. In order to fill this gap as well as improve the flexibility and enforceability of the Liquor Regulations, the Village Liquor Commissioner is recommending the following amendments to the Liquor Code:

1. Waiving the initial application fee for the Class L and W Event Licenses;
2. Striking the requirement that at least one officer of the requesting organization be a resident of the Village and sign the application for the Class L special events license;
3. Eliminating the language in the Class W license that limits applicants to those who hold a valid Village Food and Beverage license;
4. Adding flexibility to the Class W license by creating a Class W Event license that would allow applicants to seek, in addition to the current annual license for \$500, a \$50 per event license that the Liquor Commissioner could issue in process similar to that of the current special events license. The draft ordinance limits applicants to no more than 4 “event” licenses per calendar year.

The Village Board approved first reading of the ordinance at its meeting on September 12, 2016. The Village Attorney and Village Staff will be available to answer questions from the Board.

Reports and Documents Attached:

- Ordinance Amending the Village’s Liquor Code.

Liquor Commissioner’s Recommendation: Consider approval of the ordinance.

Village Administrator’s Recommendation: Consider approval of the ordinance.

Date Referred to Village Board: 9/26/2016

ORDINANCE NO. 2016-__

**AN ORDINANCE AMENDING
TITLE 3 OF THE VILLAGE OF LAKE BLUFF MUNICIPAL CODE
CONCERNING THE CLASS L AND W LIQUOR LICENSES**

Passed by the Board of Trustees, _____, 2016

Printed and Published, _____, 2016

Printed and Published in Pamphlet Form
by Authority of the
President and Board of Trustees

VILLAGE OF LAKE BLUFF
LAKE COUNTY, ILLINOIS

I hereby certify that this document
was properly published on the date
stated above.

Village Clerk

ORDINANCE NO. 2016-__

AN ORDINANCE AMENDING
TITLE 3 OF THE VILLAGE OF LAKE BLUFF MUNICIPAL CODE
CONCERNING THE CLASS L AND W LIQUOR LICENSES

WHEREAS, pursuant to the Illinois Liquor Control Act, 235 ILCS 5/1-1 *et seq.*, the Village of Lake Bluff has the authority to license and regulate the retail sale of alcoholic beverages in the Village; and,

WHEREAS, pursuant to Section 8 of Chapter 2 of Title 3 of the Village Code of the Village of Lake Bluff, Illinois, the Village regulates the number, kind, and classification of licenses for retail sale and delivery of alcoholic liquor ("**Liquor Regulations**"); and,

WHEREAS, the Village desires to amend the Liquor Regulations to update and clarify the requirements for Class L and W liquor licenses to improve the efficiency and enforceability of the Liquor Regulations; and,

WHEREAS, the President and the Board of Trustees of the Village have found and determined that the adoption of the amendments set forth in this Ordinance are in the best interest of the Village and its residents.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND THE BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

Section 1. Recitals.

The foregoing recitals are incorporated into and made a part of this Ordinance by this reference as if fully set forth.

Section 2. Amendments to Section 1-12-3 of the Village Code.

The portion of the table titled "Liquor Licenses," in the table titled "License Fees," in Section 3 entitled, "Schedule of Fees, Charges and Rates," of Chapter 12 entitled "Comprehensive Fee Schedule," of Title 1 entitled, "Administration," of the Lake Bluff Municipal Code, shall be and it is hereby amended as follows:

Description	Amount	Municipal Code Provision
Liquor licenses:		
Initial application fee <u>(does not apply to applications for Class L or W Event Licenses)</u>	250 .00	3-2-4B
Annual license fees; fees for all liquor licenses, except Class L and W Event , that are issued on or after November 1 shall be prorated on a semiannual basis:		3-2-9

	Class A	2,500 .00	
	Class B	940 .00	
	Class C	2,500 .00	
	Class D	2,500 .00	
	Class L	30 .00 per event	
	Class P	No charge	
	Class R	\$1,250 .00	
	Class S	1,250 .00	
	Class T	1,250 .00	
	Class U	1,250 .00	
	Class V	2,750 .00	
	Class W <u>Annual License</u>	500 .00	
	<u>Class W Event License</u>	<u>50.00</u>	
	Class X	500 .00	
	Class Y	1,000 .00	
	Class Z	275 .00	
	Class AA	\$250.00, provided that this charge will be waived for holders of an existing village liquor license	

Section 3. Amendments to Section 3-2-8 of the Village Code.

Section 8, entitled "Classes of Licenses," of Chapter 2, entitled "Liquor Control," of Title 3, entitled "Business and License Regulations," of the Lake Bluff Municipal Code, shall be and it is hereby amended as follows:

"3-2-8: Every person engaged in the retail sale of alcoholic liquor in the village shall possess a license of one of the following classes:

* * *

E. Class L, special events license, which shall authorize the retail sale of alcoholic liquor by educational, political, civic, fraternal, religious or other nonprofit organizations, at a picnic, outing, festival or other such similar special event only for consumption on the premises or within the area specifically

designated in such license and shall in no event be valid for more than forty eight (48) hours. ~~At least one officer of the organization must be a resident of the village and must sign the license application.~~ Satisfactory evidence from the owner of the premises shall be furnished showing the authorization to the applicant for the use of said premises, including the sale of alcoholic liquor, for the period for which the license is requested. No applicant may apply for more than four (4) class L licenses in any calendar year.

* * *

L. **Caterer's License**

1. Class W Annual License, available only to holders of a valid village food and beverage license, which shall authorize the retail sale of alcoholic liquor by catering establishments caterers solely between the hours of eleven o'clock (11:00) A.M. and twelve o'clock (12:00) midnight, in connection with, and as an incidental part of, the catering of food for private events at a premises not otherwise licensed for the retail sales of alcoholic liquor. A "private event" shall be defined as an event not available to the general public except by appointment or special invitation. A licensee with a Class W Annual License does not need a separate Class W license for each private event.

2. Class W Event License, which shall authorize the retail sale of alcoholic liquor by caterers solely between the hours of eleven o'clock (11:00) A.M. and twelve o'clock (12:00) midnight, in connection with, and as an incidental part of, the catering of food for a single private event at a premises not otherwise licensed for the retail sales of alcoholic liquor. A "private event" shall be defined as an event not available to the general public except by appointment or special invitation. A Class W Event License shall only be valid for an event lasting no more than 48 hours. No applicant may apply for more than four Class W Event Licenses in any calendar year.

* * *

Section 4. Amendments to Section 3-2-10 of the Village Code.

Section 3 entitled, "Number of Licenses," of Chapter 2 entitled "Liquor Control," of Title 3 entitled, "Business and License Regulations," of the Lake Bluff Municipal Code, shall be and it is hereby amended as follows:

The maximum number of alcoholic beverage licenses by classification thereof available at any time for issuance shall be as follows:

<u>Class</u>	<u>Number</u>
A	4
B	0
C	0
D	0
L	No limit
P	1
R	2
S	0
T	0
U	1
V	4
<u>W Annual License</u>	2
<u>W Event License</u>	<u>No Limit</u>
X	1
Y	1
Z	2
AA	Unlimited

Section 5. Effective Date.

This Ordinance shall be effective following passage by the Board of Trustees of the Village of Lake Bluff in the manner required by law and publication in pamphlet form in the manner required by law.

[SIGNATURE PAGE FOLLOWS]

PASSED this __ day of _____, 2016, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

AYES: ()

NAYS: ()

ABSTAIN: ()

ABSENT: ()

APPROVED this __ day of _____, 2016.

Village President

ATTEST:

Village Clerk

FIRST READING: September 12, 2016

SECOND READING:

PASSED:

APPROVED:

PUBLISHED IN PAMPHLET FORM:

**VILLAGE OF LAKE BLUFF
REQUEST FOR BOARD ACTION**

Agenda Item: 14

Subject: A RESOLUTION APPROVING A SIGN EXEMPTION REQUEST
FOR CHEVY EXCHANGE AT 1 SHERWOOD TERRACE

Action Requested: ADOPTION OF THE RESOLUTION (Roll Call Vote)

Originated By: CHEVY EXCHANGE

Referred To: ARCHITECTURAL BOARD OF REVIEW

Summary of Background and Reason For Request:

The Chevy Exchange is requesting approval of banner signs to hang on existing light poles on their lot at 1 Sherwood Terrace. Banner signs are regulated as flags in the L-1 zoning district. Those regulations are as follows:

“Flags and flagpoles. No more than three (3) flagpoles and four (4) flags shall be permitted per zoning lot. Flagpoles shall not be permitted in the public right of way. Flagpoles shall be no greater than thirty feet (30') in height and shall be set back a minimum of ten feet (10') from all property lines.”

The Architectural Board of Review (“ABR”) considered the proposed signs at their September 6 meeting. At the suggestion of ABR members, the applicant reduced the number of proposed banners from the original 34 banners to 10, two each on five poles north of the dealership building as shown on attachment 3. The revised proposal requires a sign exemption because it exceeds the allowable 4 flags or banners on 3 poles. The banners will be 6’ tall and mounted 4’ below the top of existing 25’ tall light poles. The ABR voted 4-2 to recommend that the Village Board approve the revised sign exemption request. The two members voting against the request voiced a concern with this approval setting precedent for additional banner signage elsewhere in town.

In preparation for the Village Board’s consideration of the request, the neighboring property owners have been notified pursuant to code and a resolution has been prepared transmitting the ABR’s recommendation. Rafat Alamawi, General Manager of the Chevy Exchange, as well as Village Staff, will be in attendance at the meeting to answer questions from the Board.

Reports and Documents Attached:

1. A copy of a Resolution Approving a Sign Exemption Request For Chevy Exchange at 1 Sherwood Terrace;
2. Drawings of the Proposed Banners;
3. Site Plan Showing Proposed Banner Locations;
4. A copy of the September 6, 2016 ABR Staff Report (without Attachments); and
5. A copy of the Notice Sent to the Contiguous Property Owners.

ABR’s Recommendation: Adoption of the Resolution.

Date Referred to Village Board: 9/26/2016

RESOLUTION NO. 2016-**A RESOLUTION APPROVING A SIGN EXEMPTION REQUEST
FOR 1 SHERWOOD TERRACE
(Chevy Exchange)**

WHEREAS, pursuant to Section 10-10-19B of the Village's Municipal Code, the Village Board may grant or deny a request for an exemption from the Village's sign regulations following a recommendation from the Architectural Board of Review; and,

WHEREAS, 1 Sherwood Terrace, LLC ("**Applicant**") is the owner of the property located at 1 Sherwood Terrace, Lake Bluff, Illinois ("**Property**") within the Village's L-1 Zoning District; and,

WHEREAS, Section 10-10-14D(3) of the Municipal Code limits businesses located in the L-1 Zoning District to four flags on three poles; and,

WHEREAS, the Applicant has requested an exemption from the requirements of Section 10-10-14D(3) of the Municipal Code to permit the installation of ten flags or banners on five existing lightpoles (collectively, "**Signs**") on the Property" ("**Exemption Request**"); and,

WHEREAS, pursuant to Section 10-10-19B of the Municipal Code, the Architectural Board of Review considered the Exemption Request at its public meeting on September 6, 2016, on which date the Architectural Board of Review recommended that the Village Board approve the Exemption Request; and,

WHEREAS, on or before September 16, 2016, the Village Administrator caused notice to be given to the owners of all property contiguous to or directly across the public right-of-way from the Property of the nature of the Exemption Request and the address of the Property; and,

WHEREAS, pursuant to Section 10-10-19B of the Municipal Code, the Village President and Board of Trustees have determined that granting the Exemption Request as recommended by the Architectural Board of Review is appropriate due to the special and unique circumstances presented by the Property, will not defeat the fundamental purposes and intent of Section 10-10-1 of the Municipal Code, and will not be detrimental to the public welfare or injurious to the property in the vicinity of the Property.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS, as follows:

Section 1. Recitals.

The foregoing recitals are incorporated herein as findings of the President and Board of Trustees.

Section 2. Approval of Sign Exemption.

Pursuant to Section 10-10-19B of the Municipal Code of the Village of Lake Bluff, and subject to and contingent upon satisfaction of the conditions set forth in Section 3 of this Resolution, the Village President and Board of Trustees hereby approve the Exemption Request to permit the Applicant to install ten banner signs on five lightpoles on the Property in strict compliance with the plans submitted to the Village by the Applicant on August 3 and September 8, 2016, consisting of two pages, which plans are attached to and incorporated in this Resolution as **Exhibit A ("Plans")**.

Section 3. Conditions on Sign Exemption Approval.

The approval granted in Section 2 of this Resolution is hereby subject to and contingent upon the following conditions:

A. Compliance with Plans. The installation, design, and maintenance of the Sign must be in strict compliance with the Plans.

B. Compliance with Laws. In addition to the other specific requirements of this Resolution, the Sign must comply at all times with all applicable federal, state, and Village statutes, ordinances, resolutions, rules, codes, and regulations, including building, electrical, and fire prevention codes.

Section 4. Effective Date.

A. This Resolution will be effective only upon the occurrence of all of the following events:

- i. Passage by the Board of Trustees of the Village of Lake Bluff in the manner required by law; and
- ii. The filing by the Applicant with the Village Clerk, for recording in the Office of the Lake County Recorder of Deeds, of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Resolution. The unconditional agreement and consent must be executed by the Applicant. The unconditional agreement and consent must be substantially in the form attached hereto and incorporated herein as **Exhibit B**.

B. In the event that the Applicant does not file with the Village Clerk the unconditional agreement and consent required by Paragraph 4.A (ii) of this Resolution within 60 days after the date of final passage of this Resolution, the Village Board of Trustees will have the right, in their sole discretion, to declare this Resolution null and void and of no force or effect.

[SIGNATURE PAGE FOLLOWS]

PASSED this ___ day of _____, 2016, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

AYES: ()

NAYS: ()

ABSTAIN: ()

ABSENT: ()

APPROVED this ___ day of _____, 2016.

Village President

ATTEST:

Village Clerk

#39922819_v1

Exhibit A
Plans

Exhibit B
Applicant's Unconditional Agreement and Consent

TO: The Village of Lake Bluff, Illinois ("**Village**");

WHEREAS, WHEREAS, One Sherwood Terrace, LLC ("**Applicant**") is the owner of the property located at 1 Sherwood Terrace, Lake Bluff, Illinois ("**Property**") within the Village's L-1 Zoning District; and,

WHEREAS, Section 10-10-14D(3) of the Municipal Code limits businesses located in the L-1 Zoning District to ; and,

WHEREAS, the Applicant has requested an exemption from the requirements of Section 10-10-14B of the Municipal Code to permit the installation of 10 flags or banners on 5 existing lightpoles (collectively, "**Signs**") on the Property" ("**Exemption Request**"); and,

WHEREAS, Resolution No. 2016-___, adopted by the President and Board of Trustees of the Village of Lake Bluff on _____, 2016, ("**Resolution**") grants the Exemption Request subject to certain modifications, conditions, restrictions, and provisions; and,

WHEREAS, Subsection 4.B of the Resolution provides, among other things, that the Resolution will be of no force or effect unless and until the Applicant files with the Village Clerk, within 60 days following the passage of the Resolution, its unconditional agreement and consent to accept and abide by each of the terms, conditions and limitations set forth in said Resolution.

NOW, THEREFORE, the Applicant does hereby agree and covenant as follows:

1. The Applicant hereby unconditionally agrees to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of the Resolution.

2. The Applicant acknowledges that public notices and hearings have been properly given and held with respect to the adoption of the Resolution, has considered the possibility of the revocation provided for in the Resolution, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.

3. The Applicant acknowledges and agrees that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's issuance of any permits for the use of the Property, and that the Village's issuance of any such permits does not, and will not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time.

4. The Applicant agrees to and does hereby hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with the Sign or the Village's adoption of the Resolution granting the Exemption Request.

[SIGNATURE PAGE FOLLOWS]

Dated: _____, 2016.

1 SHERWOOD TERRACE, LLC

By: _____

By: _____

Its: _____

Its: _____



THE
CHEVY



EXCHANGE

ChevyExchange.com



THE
CHEVY



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VILLAGE OF LAKE BLUFF

Memorandum

TO: Chairman Hunter and Members of the Architectural Board of Review

FROM: Mike Croak, Building Codes Supervisor

DATE: September 6, 2016

SUBJECT: **Agenda Item #5 - Consideration of a Sign Permit for the Chevy Exchange at 1 Sherwood Terrace**

The Chevy Exchange is requesting approval of banner signs to hang on their existing light poles on their lot at 1 Sherwood Terrace. Banner signs are regulated as flags in the L-1 zoning district. Those regulations are as follows:

“Flags and flagpoles. No more than three (3) flagpoles and four (4) flags shall be permitted per zoning lot. Flagpoles shall not be permitted in the public right of way. Flagpoles shall be no greater than thirty feet (30’) in height and shall be set back a minimum of ten feet (10’) from all property lines.”

The Chevy Exchange is requesting an exemption from the sign code in order to have 34 banners on 17 existing light poles. They are also requesting an exemption to the 10’ setback requirement for the four poles on the north side of the lot, as these poles are 7’ to 9’ from the north property line. The light poles are 25’ tall and the banners are proposed to be 6’ tall.

The following is a chart summarizing the measurements of the proposed sign:

Sign Code L-1	Proposed Signage
1.) Four flags on up to 3 poles permitted per lot	Exemption requested to have 34 banners on 17 poles
2.) Flags shall be no greater than 30’ in height	Complies
3.) Flagpoles shall be setback a minimum of 10’ from property lines	Exemption requested for 4 poles on the north side of the lot

The ABR has the authority to:

- Recommend the Village Board grant or deny an exemption from the Sign Code regulations for the signage as presented;
- Approve a sign permit (with conditions) that complies with all Code regulations; or
- Deny the sign permit.

Rafat Alamawi of the Chevy Exchange and Village Staff will be in attendance at Tuesday’s meeting to respond to questions from the ABR. If you should have any questions regarding this matter, please feel free to contact me at 847-283-6885.

Mike Croak
Building Codes Supervisor

September 14, 2016

Re: Sign Regulation Exemption Request – Chevy Exchange (1 Sherwood Terrace)

Dear Owner or Occupant,

The purpose of this letter is to make you aware that the Village Board of Trustees will consider a request for an exemption from a portion of the Village's sign regulations. Specifically, Chevy Exchange (the Petitioner), is requesting an exemption from the L-1 Zoning District Sign Regulations, Section 10-10-14D, in order to permit the applicant to install more than 4 banners on more than 3 lightpoles. This request will be considered at the Village Board meeting **Monday, September 26, 2016** at 7:00 p.m. in the Village Hall Board Room (40 E. Center Avenue).

As the proposed exemption is near your property, this letter is to inform you of the issue and invite you to attend the meeting. If you are unable to attend the meeting you may submit written comments in advance of the meeting to:

*Village Board of Trustees
ATTN: Mike Croak
40 E. Center Avenue
Lake Bluff, Illinois 60044*

An example of the proposed sign is attached. If you have any questions regarding this matter, please contact me at (847) 283-6885.

Sincerely,

Mike Croak
Building Codes Supervisor

**VILLAGE OF LAKE BLUFF
REQUEST FOR BOARD ACTION**

Agenda Item: 15

Subject: A RESOLUTION APPROVING A SIGN EXEMPTION REQUEST
HOMEWERKS WORLDWIDE AT 45-85 ALBRECHT ROAD

Action Requested: ADOPTION OF THE RESOLUTION (Roll Call Vote)

Originated By: HOMEWERKS WORLDWIDE

Referred To: ARCHITECTURAL BOARD OF REVIEW

Summary of Background and Reason For Request:

Homewerks Worldwide is a plumbing supply distributor who recently relocated to the building at 45-85 Albrecht Drive. They are proposing one non-illuminated wall sign above the main entrance to the building. They are requesting exemptions from two sign code requirements: maximum height and maximum area. The allowable height is 20' in the L-1 District. Since the windows at the front entrance are over 20' tall, a wall sign located above the entrance will necessarily be more than 20' tall. The top of the proposed sign will be 32'-4" above grade. They are also requesting an exemption to exceed the maximum allowable area of 60 square feet in order to have a 75.7 square foot sign.

The Architectural Board of Review ("ABR") considered the proposed signs at their September 6 meeting and voted 6-0 to recommend that the Village Board approve the Sign Exemption on the condition that the top edge of the sign align with the horizontal line on the façade where the wall color changes from white to tan.

In preparation for the Village Board's consideration of the request, the neighboring property owners have been notified of the meeting date and a resolution has been prepared transmitting the ABR's recommendation. Phil Genitoni of the Alphabet Shop (sign contractor for the applicant), as well as Village Staff, will be in attendance at the meeting to answer questions from the Board.

Reports and Documents Attached:

1. A copy of a Resolution Approving a Sign Exemption Request For Homewerks Worldwide at 45-85 Albrecht Road;
2. Drawings of the Proposed Sign;
3. A copy of the September 6, 2016 ABR Staff Report (without Attachments).

ABR's Recommendation: Adoption of the Resolution.

Village Administrator's Recommendation: Adoption of the Resolution.

Date Referred to Village Board: 9/26/2016

RESOLUTION NO. 2016-**A RESOLUTION APPROVING A SIGN EXEMPTION REQUEST
FOR 45-85 ALBRECHT DRIVE
(Homewerks Worldwide)**

WHEREAS, pursuant to Section 10-10-19B of the Village's Municipal Code, the Village Board may grant or deny a request for an exemption from the Village's sign regulations following a recommendation from the Architectural Board of Review; and,

WHEREAS, Cantera Investors, LLC ("**Applicant**") is the owner of the property located at 45-85 Albrecht Drive, Lake Bluff, Illinois ("**Property**") within the Village's L-1 Zoning District; and,

WHEREAS, Section 10-10-14D(9) of the Municipal Code limits wall sign to a maximum height of 20' and a maximum area of 60 square feet; and,

WHEREAS, the Applicant has requested an exemption from the requirements of Section 10-10-14D(9) of the Municipal Code to permit the installation of a wall sign ("**Sign**") on the Property which exceeds the allowable height of 20' by an additional 12'-4" and which exceeds the allowable area of 60 square feet by an additional 15.7 square feet ("**Exemption Request**"); and,

WHEREAS, pursuant to Section 10-10-19B of the Municipal Code, the Architectural Board of Review considered the Exemption Request at its public meeting on September 6, 2016, on which date the Architectural Board of Review recommended that the Village Board approve the Exemption Request; and,

WHEREAS, on or before September 16, 2016, the Village Administrator caused notice to be given to the owners of all property contiguous to or directly across the public right-of-way from the Property of the nature of the Exemption Request and the address of the Property; and,

WHEREAS, pursuant to Section 10-10-19B of the Municipal Code, the Village President and Board of Trustees have determined that granting the Exemption Request as recommended by the Architectural Board of Review is appropriate due to the special and unique circumstances presented by the Property, will not defeat the fundamental purposes and intent of Section 10-10-1 of the Municipal Code, and will not be detrimental to the public welfare or injurious to the property in the vicinity of the Property.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS, as follows:

Section 1. Recitals.

The foregoing recitals are incorporated herein as findings of the President and Board of Trustees.

Section 2. Approval of Sign Exemption.

Pursuant to Section 10-10-19B of the Municipal Code of the Village of Lake Bluff, and subject to and contingent upon satisfaction of the conditions set forth in Section 3 of this Resolution, the Village President and Board of Trustees hereby approve the Exemption Request to permit the Applicant to install the wall sign on the Property in strict compliance with the plans submitted to the Village by the Applicant on August 11, 2016, consisting of one page, which plans are attached to and incorporated in this Resolution as **Exhibit A ("Plans")**.

Section 3. Conditions on Sign Exemption Approval.

The approval granted in Section 2 of this Resolution is hereby subject to and contingent upon the following conditions:

A. Compliance with Plans. The installation, design, and maintenance of the Sign must be in strict compliance with the Plans.

B. Compliance with Laws. In addition to the other specific requirements of this Resolution, the Sign must comply at all times with all applicable federal, state, and Village statutes, ordinances, resolutions, rules, codes, and regulations, including building, electrical, and fire prevention codes.

Section 4. Effective Date.

A. This Resolution will be effective only upon the occurrence of all of the following events:

- i. Passage by the Board of Trustees of the Village of Lake Bluff in the manner required by law; and
- ii. The filing by the Applicant with the Village Clerk, for recording in the Office of the Lake County Recorder of Deeds, of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Resolution. The unconditional agreement and consent must be executed by the Applicant. The unconditional agreement and consent must be substantially in the form attached hereto and incorporated herein as **Exhibit B**.

B. In the event that the Applicant does not file with the Village Clerk the unconditional agreement and consent required by Paragraph 4.A (ii) of this Resolution within 60 days after the date of final passage of this Resolution, the Village Board of Trustees will have the right, in their sole discretion, to declare this Resolution null and void and of no force or effect.

[SIGNATURE PAGE FOLLOWS]

PASSED this ___ day of _____, 2016, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

AYES: ()

NAYS: ()

ABSTAIN: ()

ABSENT: ()

APPROVED this ___ day of _____, 2016.

Village President

ATTEST:

Village Clerk

#39922819_v1

Exhibit A
Plans

Exhibit B
Applicant's Unconditional Agreement and Consent

TO: The Village of Lake Bluff, Illinois ("**Village**");

WHEREAS, WHEREAS, Homewerks Worldwide ("Applicant") is the tenant in the property owned by Cantera Investors, LLC ("**Owner**") and located at 45-85 Albrecht Drive, Lake Bluff, Illinois ("**Property**") within the Village's L-1 Zoning District; and,

WHEREAS, Section 10-10-14D(9) of the Municipal Code limits businesses located in the L-1 Zoning District to; and,

WHEREAS, the Applicant has requested an exemption from the requirements of Section 10-10-14B of the Municipal Code to permit the installation of a wall sign ("**Sign**") on the Property" ("**Exemption Request**"); and,

WHEREAS, Resolution No. 2016-___, adopted by the President and Board of Trustees of the Village of Lake Bluff on _____, 2016, ("**Resolution**") grants the Exemption Request subject to certain modifications, conditions, restrictions, and provisions; and,

WHEREAS, Subsection 4.B of the Resolution provides, among other things, that the Resolution will be of no force or effect unless and until the Applicant files with the Village Clerk, within 60 days following the passage of the Resolution, its unconditional agreement and consent to accept and abide by each of the terms, conditions and limitations set forth in said Resolution.

NOW, THEREFORE, the Applicant does hereby agree and covenant as follows:

1. The Applicant hereby unconditionally agrees to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of the Resolution.
2. The Applicant acknowledges that public notices and hearings have been properly given and held with respect to the adoption of the Resolution, has considered the possibility of the revocation provided for in the Resolution, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.
3. The Applicant acknowledges and agrees that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's issuance of any permits for the use of the Property, and that the Village's issuance of any such permits does not, and will not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time.
4. The Applicant agrees to and does hereby hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with the Sign or the Village's adoption of the Resolution granting the Exemption Request.

[SIGNATURE PAGE FOLLOWS]

Dated: _____, 2016.

HOMEWERKS WORLDWIDE

By: _____

Its: _____

CANTERA INVESTORS, LLC

By: _____

Its: _____

CUSTOM RENDERING DESIGNED FOR: Homewerks

SCALE: 1/8" = 1'

PAGE: 1 of 1



100" h x 109" w x 1/4" thick acrylic logo painted black and green.
 Logo to be VHB and silicone mounted flush onto concrete exterior.

Mounting Detail



Double face tape and silicone for mounting



Copyright 2015 by The Alphabet Shop, Inc.

COMPANY:
Homewerks

REFERENCE:
Dimensional

VERSION:
03

FILE NAME:
HW_Virt_100

JOB NUMBER:

ACCOUNT REP:
Phil Genitoni

DATE:
August 10, 2016

DESIGNER:
CEP

AUTHORIZED SIGNATURE & DATE:

The prices, specifications, and conditions as described are satisfactory and are hereby accepted. By signing below you authorize The Alphabet Shop, Inc. to do the work as specified.

Signature:

Date:

This is an original drawing created by The Alphabet Shop, Inc. for a project being planned for you. This drawing is not to be reproduced, disclosed or transmitted to others for any purpose not authorized by The Alphabet Shop, Inc.



VILLAGE OF LAKE BLUFF

Memorandum

TO: Chairman Hunter and Members of the Architectural Board of Review

FROM: Mike Croak, Building Codes Supervisor

DATE: September 6, 2016

SUBJECT: **Agenda Item #4 - Consideration of a Sign Permit for Homewerks Worldwide at 45-85 Albrecht Road**

Homewerks Worldwide is a plumbing supply distributor who recently relocated to the building at 45-85 Albrecht Drive. They are proposing one wall sign above the main entrance to the building. They are requesting exemptions from two sign code requirements: maximum height and maximum area. The allowable height is 20' in the L-1 District. Since the windows at the front entrance are over 20' tall, a wall sign located above the entrance will necessarily be more than 20' tall. The top of the proposed sign will be 32'-4" above grade. They are also requesting an exemption to exceed the maximum allowable area of 60 square feet in order to have a 75.7 square foot sign.

The following is a chart summarizing the measurements of the proposed sign:

Sign Code L-1	Proposed Signage
1.) One wall sign permitted per lot	Complies
2.) Sign shall not exceed 60 sq ft in area	Exemption requested to be 75.7 sq ft
3.) Maximum allowable sign height is 20'	Exemption requested to be 32'-4" to the top of the sign

The ABR has the authority to:

- Recommend the Village Board grant or deny an exemption from the Sign Code regulations for the signage as presented;
- Approve a sign permit (with conditions) that complies with all Code regulations; or
- Deny the sign permit.

Phil Genitoni of the Alphabet Shop and Village Staff will be in attendance at Tuesday's meeting to respond to questions from the ABR. If you should have any questions regarding this matter, please feel free to contact me at 847-283-6885.

**VILLAGE OF LAKE BLUFF
REQUEST FOR BOARD ACTION**

Agenda Item: 16

Subject: AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE’S SIDE YARD SETBACK REGULATIONS (311 E. Center Avenue)

Action Requested: FIRST READING APPROVAL OF THE ORDINANCE (Voice Vote)

Originated By: HELEN F.S. TUNNY (Petitioner)

Referred To: JOINT PLAN COMMISSION & ZONING BOARD OF APPEALS

Summary of Background and Reason For Request:

In June 2016 the Village received a zoning application from Ms. Helen Tunny (Petitioner), property owner of 311 E. Center Avenue, seeking zoning relief from the Village’s accessory structure minimum setback regulations to allow for the construction of a two-car garage (440 sq. ft.) in the rear yard. If permitted the proposed garage would encroach into the accessory structure interior side yard and rear yard setbacks. According to the Petitioner, the requested zoning relief allows more space to safely enter both garage stalls. Currently, the property contains a two-story house, rear deck and detached shed located at the rear of the property.

At its meeting on July 20th the Plan Commission and Zoning Board of Appeals (PCZBA) conducted a public hearing to consider the Petitioner’s initial request to allow the garage to exceed the minimum 5 ft. setback requirement and be within 2 ft. of the interior side lot line (60% variation) and within 3 ft. of the rear lot line (or 40% variation). The PCZBA continued the public hearing to allow the Petitioner additional time to solicit feedback from neighbors and to explore setback distances that are comparable to the garage immediately to the east.

On September 21st the Petitioner presented an amended plan and the PCZBA unanimously (6-0):

- recommended the Village Board approve a 40% variation from the minimum accessory structure interior lot line setback regulations to allow a setback of 2 ft.; and
- approved, contingent on the Village Board’s approval of the interior lot line setback zoning relief, a 25% variation from the minimum accessory structure rear lot line setback regulations to allow a setback of 3.75 ft. with the conditions that a) the shed and the rear deck/steps are removed and ii) the pavers for the new patio (as shown on the plans) is built using permeable pavers. These conditions are necessary to ensure the property satisfies the Village’s floor area limitations.

The Petitioner and Village Staff will be in attendance at the meeting to answer questions from the Board.

Reports and Documents Attached:

1. An Ordinance Granting Requested Zoning Relief for 311 E. Center Avenue;
2. Zoning Application and Related Materials; and
3. PCZBA Staff Reports Dated July 15 and September 16, 2016 (without attachments).

PCZBA’s Recommendation: Approval of the Ordinance.

Village Administrator’s Recommendation: Consideration of First Reading of the Ordinance.

Date Referred to Village Board: 9/26/2016

ORDINANCE NO. 2016-__

**AN ORDINANCE GRANTING A VARIATION FROM
THE VILLAGE'S SIDE YARD SETBACK REGULATIONS**

(311 East Center)

Passed by the Board of Trustees, _____, 2016

Printed and Published, _____, 2016

Printed and Published in Pamphlet Form
by Authority of the
President and Board of Trustees

VILLAGE OF LAKE BLUFF
LAKE COUNTY, ILLINOIS

I hereby certify that this document
was properly published on the date
stated above.

Village Clerk

**AN ORDINANCE GRANTING A VARIATION FROM
THE VILLAGE'S SIDE YARD SETBACK REGULATIONS**

(311 East Center)

WHEREAS, Helen F.S. Tunney ("**Applicant**") is the owner of the property located in the Village's R-4 "B" Residence District ("**R-4 District**") at 311 East Center, Lake Bluff, Illinois, which is legally described on **Exhibit A** attached hereto ("**Property**"); and

WHEREAS, on June 22, 2016, the Applicant submitted an application ("**Application**"), seeking the following relief: (1) a three-foot (60%) variation from the minimum interior side lot line setback requirements of Section 10-5-9C of the Zoning Regulations; and (2) a two-foot (40%) variation from the minimum rear lot line setback requirements of Section 10-5-9C of the Zoning Regulations; and

WHEREAS, on July 20, 2016, the Village's Joint Plan Commission and Zoning Board of Appeals ("**PCZBA**") conducted a duly-noticed public hearing to consider the Application and continued the public hearing to allow the Applicant to solicit feedback from neighbors and to explore setback distances that are comparable to the garage immediately to the east of the Property at 313 East Center, Lake Bluff, Illinois; and

WHEREAS, on August 2, 2016, the Applicant submitted a revised application attached hereto as **Exhibit B** ("**Revised Application**"), seeking the following relief: (1) a two-foot (40%) variation from the minimum interior side lot line setback requirements of Section 10-5-9C of the Zoning Regulations ("**Side Yard Setback Variation**"); and (2) a 1.25 foot (25%) variation from the minimum rear lot line setback requirements of Section 10-5-9C of the Zoning Regulations ("**Rear Yard Setback Variation**"); and

WHEREAS, on September 21, 2016, the PCZBA conducted a duly-noticed public hearing to consider the Revised Application and: (1) recommended that the Village Board of Trustees grant the Side Yard Setback Variation with conditions; and (2) granted the Rear Yard Setback Variation contingent upon the Village Board of Trustees' granting of the Side Yard Setback Variation; and

WHEREAS, the Village Board of Trustees has final authority to grant the Side Yard Setback Variation pursuant to Sections 10-2-4A and 10-4-2E of the Zoning Regulations, and

WHEREAS, the President and Board of Trustees have determined that it would be in the best interest of the Village to grant the Side Yard Setback Variation in accordance with, and subject to, the conditions, restrictions, and provisions of this Ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. Recitals.

The foregoing recitals are incorporated into this Ordinance as the findings of the President and Board of Trustees.

Section 2. Public Hearing.

A public hearing to consider the Application, as later amended by the Revised Application, was duly advertised on or before July 2, 2016 in the *Lake County News-Sun*, and held by the PCZBA on July 20, 2016 and on September 21, 2016, and on September 21, 2016, the PCZBA recommended approval of the Side Yard Setback Variation and approved the Rear Yard Setback Variation subject to the conditions set forth in Section 4 of this Ordinance.

Section 3. Grant of Variation.

Pursuant to the standards and procedures set forth in Section 10-2-4 of the Lake Bluff Zoning Regulations and subject to and contingent upon the conditions, restrictions, and provisions set forth in Section 4 of this Ordinance, the Side Yard Setback Variation, a variation of approximately two feet (40%) from the restrictions of Section 10-5-9C of the Zoning Regulations, to permit the accessory structure to encroach into the required side yard setback for the Property as depicted in the Application, is hereby granted.

Section 4. Conditions of Approval.

The Side Yard Setback Variation granted in Section 3 of this Ordinance is hereby expressly subject to and contingent upon each of the conditions set forth in this Section.

A. Compliance with Application. The Property and all operations conducted thereon must be developed, used, maintained, and located in substantial compliance with this Ordinance and the Revised Application attached to this Ordinance as ***Exhibit B***.

B. Compliance with Applicable Law. In addition to the other specific requirements of this Ordinance, the Property, and all operations conducted thereon must comply at all times with all applicable federal, state, and Village statutes, ordinances, resolutions, rules, codes, and regulations, including building, electrical, and fire prevention codes.

C. Existing Deck and Stairs Removal. Applicant must remove the existing deck attached to the rear of the principal structure on the Property and any stairs that provide access to the deck either from the principal structure or from the rear or side yards.

D. New Patio. Any patio installed or constructed on the Property by the Applicant must be constructed using permeable pavement.

Section 5. Failure to Comply With Conditions.

Upon failure or refusal of the Applicant, or any of its officers, employees, or agents, to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, the variations granted in this Ordinance will, at the sole discretion of the Village Board of Trustees, by ordinance duly adopted, be revoked and become null and void.

Section 6. Binding Effect; Non-Transferability.

The privileges, obligations, and provisions of each and every Section of this Ordinance are for and will inure to the benefit of and run with and bind the Property, unless otherwise explicitly set forth in this Ordinance.

Section 7. No Third Party Beneficiaries.

Nothing in this Ordinance creates, or will be construed or interpreted to create, any third party beneficiary rights.

Section 8. Effective Date.

A. This Ordinance will be effective only upon the occurrence of all of the following events:

- i. Passage by the Board of Trustees of the Village of Lake Bluff in the manner required by law;
- ii. Printing and publication of this Ordinance in the manner required by law; and
- iii. The filing by the Applicant with the Village Clerk, for recording in the Office of the Lake County Recorder of Deeds, of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. The unconditional agreement and consent must be executed by the Applicant. The unconditional agreement and consent must be substantially in the form attached hereto and incorporated herein as **Exhibit C**.

B. In the event that the Applicant does not file with the Village Clerk the unconditional agreement and consent required by Paragraph 8.A(iii) of this Ordinance within 60 days after the date of final passage of this Ordinance, the Village Board of Trustees will have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

PASSED this ____ day of _____, 2016, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

AYES: ()

NAYS: ()

ABSTAIN: ()

ABSENT: ()

APPROVED this ____ day of _____, 2016.

Village President

ATTEST:

Village Clerk

FIRST READING: _____

SECOND READING: _____

PASSED: _____

APPROVED: _____

PUBLISHED IN PAMPHLET FORM: _____

#48137722_v1

Exhibit A

Description of Subject Property

PARCEL 1 LOTS 18 & 19 IN BLOCK 4 IN THE ORIGINAL PLAT OF THE VILLAGE OF LAKE BLUFF, A SUBDIVISION OF THE SOUTHEAST PART OF THE NORTHWEST QUARTER OF SECTION 21, TOWNSHIP 44 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED MARCH 15, 1877 AS DOCUMENT 16918 IN BOOK "A" OF PLATS, PAGE 95, IN LAKE COUNTY, ILLINOIS AND PARCEL 2 RECORDED SEPTEMBER 1, 1928 AS DOCUMENT 323801 IN LAKE COUNTY, ILLINOIS

PIN # 12-21-121-002

Commonly known as 311 East Center, Lake Bluff, IL

Exhibit B

Revised Application

Exhibit C

Applicant's Unconditional Agreement and Consent

TO: The Village of Lake Bluff, Illinois ("**Village**");

WHEREAS, Helen F.S. Tunney ("**Applicant**") is the owner of the property located in the Village's R-4 "B" Residence District ("**R-4 District**") at 311 East Center, Lake Bluff, Illinois, which is legally described on **Exhibit A** attached hereto ("**Property**"); and

WHEREAS, on June 22, 2016, the Applicant submitted an application ("**Application**"), seeking the following relief: (1) a three-foot (60%) variation from the minimum interior side lot line setback requirements of Section 10-5-9C of the Zoning Regulations; and (2) a two-foot (40%) variation from the minimum rear lot line setback requirements of Section 10-5-9C of the Zoning Regulations; and

WHEREAS, on August 2, 2016, the Applicant submitted a revised application attached hereto as **Exhibit B** ("**Revised Application**"), seeking the following relief: (1) a two-foot (40%) variation from the minimum interior side lot line setback requirements of Section 10-5-9C of the Zoning Regulations ("**Side Yard Setback Variation**"); and (2) a 1.25 foot (25%) variation from the minimum rear lot line setback requirements of Section 10-5-9C of the Zoning Regulations ("**Rear Yard Setback Variation**"); and

WHEREAS, on September 21, 2016, the Village's Joint Plan Commission and Zoning Board of Appeals ("**PCZBA**") conducted a duly-noticed public hearing to consider the Revised Application and: (1) recommended that the Village Board of Trustees grant the Side Yard Setback Variation with conditions; and (2) granted the Rear Yard Setback Variation contingent upon the Village Board of Trustees' granting of the Side Yard Setback Variation; and

WHEREAS, Ordinance No. _____, adopted by the President and Board of Trustees of the Village of Lake Bluff on _____, 2016, ("**Ordinance**") approves the requested Side Yard Setback Variation, subject to certain modifications, conditions, restrictions, and provisions; and

WHEREAS, Subsection 8.B of the Ordinance provides, among other things, that the Ordinance will be of no force or effect unless and until the Applicants file with the Village Clerk, within 60 days following the passage of the Ordinance, its unconditional agreement and consent to accept and abide by each of the terms, conditions and limitations set forth in said Ordinance;

NOW, THEREFORE, the Applicant does hereby agree and covenant as follows:

1. The Applicant hereby unconditionally agrees to accept, consent to, and abide by all of the terms, conditions, restrictions, and provisions of the Ordinance.

2. The Applicant acknowledges that public notices and hearings have been properly given and held with respect to the adoption of the Ordinance and the PCZBA's approval of the Rear Yard Setback Variation, have considered the possibility of the revocation provided for in the Ordinance, and agree not to challenge any such revocation on the grounds of any procedural infirmity or a denial of any procedural right.

3. The Applicant acknowledges and agrees that the Village is not and will not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's issuance of any permits or approvals for the use of the Property, and that the Village's issuance of any such permits or approvals does not, and will not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time.

4. The Applicant agrees to and hereby holds harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at

any time, be asserted against any of such parties in connection with the operation and use of the Property, or the Village's adoption of the Ordinance approving the Variation.

Dated: _____, 2016.

ATTEST:

HELEN F.S. TUNNEY

By: _____

By: _____

Its: _____

Its: _____

FEE PAID:
 RECEIPT NUMBER:

BY VILLAGE CLERK
 JUN 22 2016
 VILLAGE OF LAKE BLUFF

VILLAGE OF LAKE BLUFF
APPLICATION FOR ZONING VARIATION, SPECIAL USE PERMIT, REZONING OR PRO

SUBJECT PROPERTY

Address: 311 E CENTER AVE Zoning District: _____
(Property address for which application is submitted)

Current Use: RESIDENTIAL
(Residential, Commercial, Industrial, Vacant, Etc.)

PIN Number: 12-21-121-002

APPLICANT

Applicant: NEAL GERDES

Address: 1102 WILSHIRE LANE
(Address if different than subject property)

Relationship of Applicant to Property: ARCHITECT
(Owner, Contract Purchaser, Etc.)

Home Telephone: (847) 638-8025 Business Telephone: (847) 356-8025

OWNER

<p>Owner - Title Holder</p> <p>Name: <u>HELEN F. S. TUNNEY</u></p> <p>Address: <u>311 E CENTER AVE</u> <u>LAKE BLUFF, IL 60044</u></p> <p>Daytime Phone: <u>847.234.5242</u></p>	<p>If Joint Ownership</p> <p>Joint Owner: _____</p> <p>Address: _____</p> <p>Daytime Phone: _____</p>
---	--

If ownership is other than individual and/or joint ownership, please check appropriate category and provide all additional ownership information as an attachment.

- Corporation
- Land Trust
- Other: _____
- Partnership
- Trust

Are all real estate taxes, special assessments and other obligations on the subject property paid in full?

Yes No If No, Explain: _____

ACTION REQUESTED

To provide time for legal notification requirements, any application requiring a Public Hearing before the Zoning Board of Appeals must be received at least 25 days prior to the next meeting date.

- Zoning Variation
- Special Use Permit
- Text Amendment
- Rezoning
- Planned Residential Development
- Other: _____

Applicable Section(s) of Zoning Ordinance, if known: _____

Narrative description of request: SEE ATTACHED

STANDARDS FOR VARIATIONS AND SPECIAL USE PERMITS

The Zoning Board is required by the Illinois State Statutes to apply the following standards in reviewing requests for Variations and Special Use Permits. The Board may only grant a variation or recommend that the Village Board grant a variation in cases where there are practical difficulties and particular hardships brought about by the strict application of the Zoning Ordinance and not by any persons, presently or formerly, having an interest in the property. **The applicant has the burden of establishing each of these standards both in writing and at the Public Hearing.** Please attach additional materials if necessary.

STANDARDS FOR VARIATIONS:

1. **Practical Difficulty or Hardship:** Describe the practical difficulty or particular hardship that would result from the strict application of the Zoning Ordinance.

SEE ATTACHED

2. **Unique Physical Condition:** Describe the unique characteristics of the lot or structures on the subject property which are exceptional, such as: a) existing unique structures or uses, b) irregular lot shape, size, or location, c) exceptional topographical features, or d) other extraordinary physical conditions.

SEE ATTACHED

4. **No Traffic Congestion:** Describe how the proposed use will not cause undue traffic and traffic congestion.

~~SEE ATTACHED~~ N/A

5. **No Destruction of Significant Features:** Describe how the proposed use will not destroy or damage natural, scenic or historic features.

~~SEE ATTACHED~~ N/A

STANDARDS FOR TEXT AMENDMENTS

The wisdom of amending the Village Zoning Map or the text of the Zoning Code is a matter committed to the sound legislative discretion of the Village Board of Trustees and is not dictated by any set standard. In determining whether a proposed amendment will be granted or denied the Board of Trustees may be guided by the principle that its power to amend this title should be exercised in the public good.

TEXT AMENDMENT GUIDING PRINCIPLES:

In considering whether the principle is satisfied in amending the text of the Zoning Code, the Board of trustees may weigh, among other factors, the following:

1. **The consistency of the proposed amendment with the purposes of this title:**

2. **The community need for the proposed amendment and any uses or development it would allow:**

3. **The conformity of the proposed amendment with the village's comprehensive plan and zoning map, or the reasons justifying its lack of conformity:**

3. **Special Privilege:** Describe how the request will not simply provide the applicant with a special privilege that other property owners do not enjoy. The request must be for relief from the regulations due to hardship, and not simply to reduce inconvenience or to provide for financial gain.

~~SEE ATTACHED~~

4. **Code Purposes:** Describe how the request does not violate the intentions of the regulations. The applicant must show that the request does not adversely impact surrounding properties or the general welfare.

~~SEE ATTACHED~~

5. **Public Health and Safety:** Describe how the request will not: a) adversely impact the supply of light and air to adjacent properties, b) increase traffic congestion, c) increase the hazard of fire, d) endanger public safety, e) diminish the value of property within the surrounding area, or f) impair the public health, safety, comfort, morals, and welfare of the people.

~~SEE ATTACHED~~

STANDARDS FOR SPECIAL USE PERMITS:

1. **General Standard:** Describe how the proposed use will not adversely impact adjacent properties.

~~SEE ATTACHED~~ N/A

2. **No Interference with Surrounding Development:** Describe how the proposed use will not hinder or interfere with the development or use of surrounding properties.

~~SEE ATTACHED~~ N/A

3. **Adequate Public Facilities:** Describe how the proposed use will be served by streets, public utilities, police and fire service, drainage, refuse disposal, parks, libraries and other public services.

~~SEE ATTACHED~~ N/A

APPLICATION MATERIALS

LEGAL DESCRIPTION - MUST BE PROVIDED

PARCEL 1 LOTS 18 & 19 IN BLOCK 4 IN THE ORIGINAL PLAT OF THE VILLAGE OF LAKE BLUFF, A SUBDIVISION OF THE SOUTHEAST PART OF THE NORTHWEST QUARTER OF SECTION 21, TOWNSHIP 44 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED MARCH 15, 1877, AS DOCUMENT 16918, IN BOOK "A" OF PLATS, PAGE 95, IN LAKE COUNTY, ILLINOIS AND PARCEL 2 RECORDED SEPTEMBER 1, 1928 AS DOCUMENT 323801 IN LAKE COUNTY, ILLINOIS

Required*

- Plat of survey including legal description.
- Evidence of title to property for which relief is sought or written documentation of contractual lease.
- Scale site plan showing building locations and dimensions.
- Scale site plan showing addition, new construction, modification, etc.
- Schematic drawings showing floor plan, elevations, and exterior mechanical equipment.
- Floor Area Calculation Table (if applicable)
- Other: _____

Optional

- Landscape Plan
- Photographs of subject property and surrounding properties.
- Testimony from neighbors is strongly encouraged.

*15 copies, no larger than 11x17, must be submitted

SIGNATURES

The undersigned hereby represent, upon all of the penalties of the law, for the purpose of inducing the Village of Lake Bluff to take the action herein requested, that all statements herein and on all related attachments are true and that all work here mentioned will be done in accordance with the ordinances of the Village of Lake Bluff and the laws of the State of Illinois. **The owner must sign the application.**

Owner

Signature: _____

Date: _____

6/8/2016

Print Name: _____

HELEN TUNNEY

Applicant

Signature: _____

NEAL GERBER
(if other than owner)

Date: _____

6/22/16

Print Name: _____

NEAL GERBER



Lake County

FROM THE OFFICE OF DAVID B. STOLMAN, LAKE COUNTY COLLECTOR

Make Checks Payable to: LAKE COUNTY COLLECTOR

AND INSTALLMENT
PAYMENT COUPON
RETURN WITH PAYMENT

1

10A 1001 2014
12-21-121-002

12-21-121-002



HELEN F S TUNNEY, TRUSTEE
311 E CENTER AVE
LAKE BLUFF IL 60044-2505



Taxes Due on or before 6/2/2016

\$6,511.73 DUE

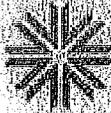
122112100200000000651173201518

Tax Bills are mailed to the taxpayer of record,
even if your Lender is responsible for payment.

00009443

Name Change

↓ TEAR HERE ↓



Lake County

FROM THE OFFICE OF DAVID B. STOLMAN, LAKE COUNTY COLLECTOR

Make Checks Payable to: LAKE COUNTY COLLECTOR

AND INSTALLMENT
PAYMENT COUPON
RETURN WITH PAYMENT

2

Tax Year 2015

12-21-121-002



Tax Bills are mailed to the taxpayer of record,
even if your Lender is responsible for payment.

12-21-121-002

Taxes Due on or before 9/2/2016

\$6,511.73 DUE

122112100200000000651173201527

For information on exemptions, contact your local assessor

Name Change

↓ TEAR HERE ↓

Property Location: 311 E CENTER AVE
LAKE BLUFF
Legal Description: VILLAGE OF LAKE BLUFF; LOTS 18 & 19 & VAC 20 FT N
& ADJ BLOCK 4

Pin Number 12-21-121-002
Tax Year 2015
Tax Code 10011
Acres 0.00

Taxing Body	Rate	Current Amount	Change From Prior Year
COUNTY OF LAKE	0.531816	\$1,001.21	119.92
COUNTY OF LAKE PENSION	0.130992	\$246.61	31.59
VIL OF LAKE BLUFF	0.423269	\$796.85	62.89
VIL OF LAKE BLUFF LIBRARY	0.169796	\$319.66	25.84
VIL OF LAKE BLUFF PENSION	0.191213	\$359.98	30.29
ROAD AND BRIDGE-SHIELDS	0.032154	\$60.53	7.22
LAKE BLUFF PARK DIST	0.441989	\$832.10	75.44
LAKE BLUFF PARK DIST PENSION	0.062466	\$117.60	10.44
LAKE BLUFF MOSQUITO ABATEMENT	0.014512	\$27.32	2.60
LAKE BLUFF SCHOOL DISTRICT #65	2.692468	\$5,068.94	712.71
LAKE BLUFF SCHOOL DISTRICT #85 PENSION	0.052911	\$99.61	-20.47
COLLEGE OF LAKE COUNTY #532	0.299388	\$583.64	70.20
LAKE FOREST HIGH SCHOOL DISTRICT #115	1.361602	\$2,563.40	312.77
LAKE FOREST HIGH SCHOOL DISTRICT #116 PENSION	0.047659	\$89.73	5.71
NORTH SHORE WATER RECLAMATION DISTRICT	0.165031	\$311.82	38.72
FOREST PRESERVE	0.196682	\$370.27	47.13
FOREST PRESERVE PENSION	0.011242	\$21.16	5.73
GEN LK COUNTY JOINT ACTION WATER AGENCY	0.054057	\$101.77	11.64
TOWNSHIP OF SHIELDS	0.035540	\$66.91	7.31
TOWNSHIP OF SHIELDS PENSION	0.002308	\$4.35	0.48
TOTALS	6.917695	\$13,023.46	\$1,554.16

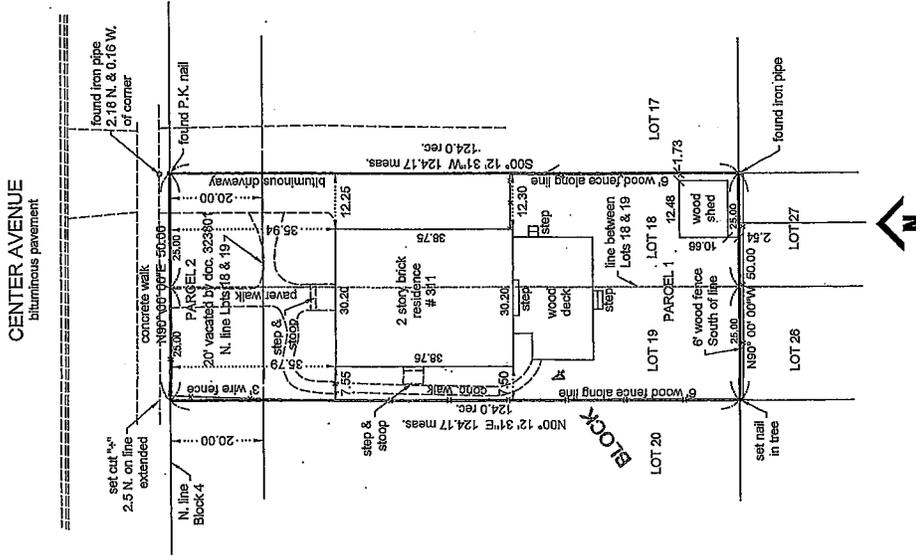
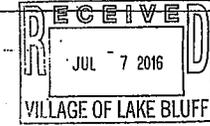
Land Value	\$72,326
+ Building Value	\$121,937
x State Multiplier	1
= Equalized Value	\$194,263
+ Farm Land and Bldg Value	
+ State Assessed Pollution Ctrl	
+ State Assessed Railroads	
= Total Assessed Value	\$194,263
- Fully Exempt	
- Senior Freeze	
- Home Improvement	
- General Homestead	\$6,000.00
- Senior Homestead	
- Disabled / Veterans	
- Returning Veterans	
= Taxable Valuation	\$188,263
x Tax Rate	6.917695
= Real Estate Tax	\$13,023.46
+ Special Service Area	
+ Drainage	
= Total Current Year Tax	\$13,023.46
+ Omitted Tax	
+ Forfeited Tax	
= TOTAL TAX BILLED	\$13,023.46
Fair Market Value	\$582,789
1st Installment Due 6/2/2016	\$6,511.73
2nd Installment Due 9/2/2016	\$6,511.73

PLAT OF SURVEY

PARCEL 1: LOTS 18 AND 19 IN BLOCK 4 IN THE ORIGINAL PLAT OF THE VILLAGE OF LAKE BLUFF, A SUBDIVISION OF THE SOUTHEAST PART OF THE NORTHWEST QUARTER OF SECTION 21, TOWNSHIP 44 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 15, 1877, AS DOCUMENT 16918, IN BOOK "A" OF PLATS, PAGE 95, IN LAKE COUNTY, ILLINOIS.

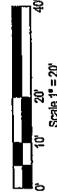
PARCEL 2: THE 20.0 FOOT VACATED STRIP OF LAND LYING NORTH OF AND ADJOINING LOTS 18 AND 19 IN BLOCK 4 IN THE ORIGINAL PLAT OF THE VILLAGE OF LAKE BLUFF ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK "A" OF PLATS AS DOCUMENT 16918, SAID STRIP VACATED BY THE VILLAGE OF LAKE BLUFF ORDINANCE AS RECORDED SEPTEMBER 3, 1926, AS DOCUMENT 323801, IN LAKE COUNTY, ILLINOIS.

TOTAL AREA = 6,208 S.F.



ABBREVIATIONS:
 m or meas. = measured
 r or rec. = record
 CB = chord bearing
 CH = chord length
 L = arc length
 N = North
 S = South
 E = East
 W = West
 S.F. = square feet

Project No. 60-276
BLECK
 engineers | surveys
 Bleck Engineering Company, Inc.
 1375 North Western Avenue
 Lake Forest, Illinois 60045
 T 847.295.5200 F 847.295.7061
 www.bleckeng.com



PLAT IS VOID IF IMPRESSED
 SEAL DOES NOT APPEAR
 STATE OF ILLINOIS } S.S.
 COUNTY OF LAKE }

NOTE: ONLY THOSE BUILDING LINES OR EASEMENTS SHOWN ON THE RECORDED SUBDIVISION PLAT ARE SHOWN HEREON; CHECK LOCAL ORDINANCES BEFORE BUILDING. COMPARE YOUR DESCRIPTION AND SITE MARKINGS WITH THIS PLAT AND AT ONCE REPORT ANY DISCREPANCIES WHICH YOU MAY FIND.

ON BEHALF OF BLECK ENGINEERING CO., INC., I, JACK R. BLECK, DO HEREBY CERTIFY THAT THE PROPERTY DESCRIBED IN THE ABOVE CAPTION WAS SURVEYED AND STAKED BY ME, OR UNDER MY DIRECTION, AND THE PLAT DRAWN HEREON IS A TRUE AND CORRECT REPRESENTATION OF SAID SURVEY. MEASUREMENTS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF. THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

DATED AT LAKE FOREST, ILLINOIS, THIS 27TH DAY OF JUNE A.D., 2016.

BY Jack R. Bleck
 REGISTERED ILLINOIS LAND SURVEYOR NO. 5591



AUG - 2 2016

311 Center Street Variance Request

Narrative

Previously presented:

Helen Tunney has lived at 311 Center Street in Lake Bluff for 30 years and has been living with the inconvenience of not having a garage. To rectify this situation Helen and Kim are planning to build a new two-car detached garage in the southeast corner of their property.

The location of their current home, curb cut and driveway on their 50' wide lot dictate the location of this new garage. The reason for this variance request stems from the length of their lot (124.07'), distance from the house to the new garage, and the required turning radius into their garage door from their driveway. If current setback codes are enforced for this new garage, it would be very difficult to successfully maneuver a car down their driveway and into the west garage stall. Similarly, a car planning to park in the east stall will need to veer sharply westward to align with this space. See site plan #1.

We ask that the 5'-0" east garage setback line be reduced to 2'-0" and that the rear 5'-0" setback line be reduced to 3'-0" to allow for a much more navigable entry into both garage stalls. See site plan #2.

We feel that our unique circumstances (house size and location, lot width and depth) create a situation where our only choice is to request this variance. If granted, we feel that the area immediately surrounding our residence will not be negatively affected and the potential for future damage to cars and buildings and injuries to people will be minimized.

An existing storage shed will be removed to make room for this garage and the existing 30" high wood deck will be removed as well to allow for a new paver patio.

Additional Narrative:

In our initial meeting with the PCZBA on Wednesday, July 20th, the board asked for several additional pieces of information. In summary these were:

- 1) A letter from the neighbors to the south stating their acceptance of the variance request.
- 2) The location and size of the shared tree growing on the shared property line between this lot and the neighbor's to the east.
- 3) An "auto drive" exhibit showing how a car can maneuver down the driveway and into the garage in both site plan #1 and #2.
- 4) The existing location of the neighbor's garage to the east, since it was allowed to be located closer to the property lines than allowed by code under a previously accepted variance.

Due to vacation schedules, as of the writing of this new narrative we have not been able to meet with and receive an acceptance letter from the neighbors to the south but hope to have the letters written and submitted to the board prior to our meeting date.

The tree between this lot and the east neighbor's lot has been located and measured and is now shown on the submitted site plans. Please note that this tree will have no effect on the driveway or car paths.

The "auto drive" exhibit has been created and submitted with the revised site plan. Please note that the angle of the parked car in exhibit 1 (associated with site plan #1) is greater, leaving little room for the east car to be parked. Also, the front wheel right wheel line and extended hood/bumper of this western car will come perilously close to the west interior garage wall. Exhibit 2 shows a much straighter parking configuration of this west car and a related easier entrance for the east car.

The east neighbor's existing garage has been correctly located on the new site plans and we have found a 3'-1" distance from the shared property line and a 3'-9" distance from the rear property line. In order to come to an agreement and to only ask for what the neighbors have been granted, we now revise our request to ask for our garage setbacks to be reduced to match those of this neighbor's.

1. Practical Difficulty or Hardship

If the Zoning Ordinance was strictly applied, the entrance into this new garage would be hazardous to both the car entering the garage and the southeast corner of residence.

2. Unique Physical Condition

The lot width of 50' along with the lot depth of 124.07' and the location and size of the existing home combine to create a situation where locating a garage within the zoning setbacks is not practically feasible.

3. Special Privilege

We are not asking for any special privilege and only ask that entrance to this garage be safe for everyday use. Any lot of this size with a home located as ours is would have similar concerns and requests.

4. Code purposes

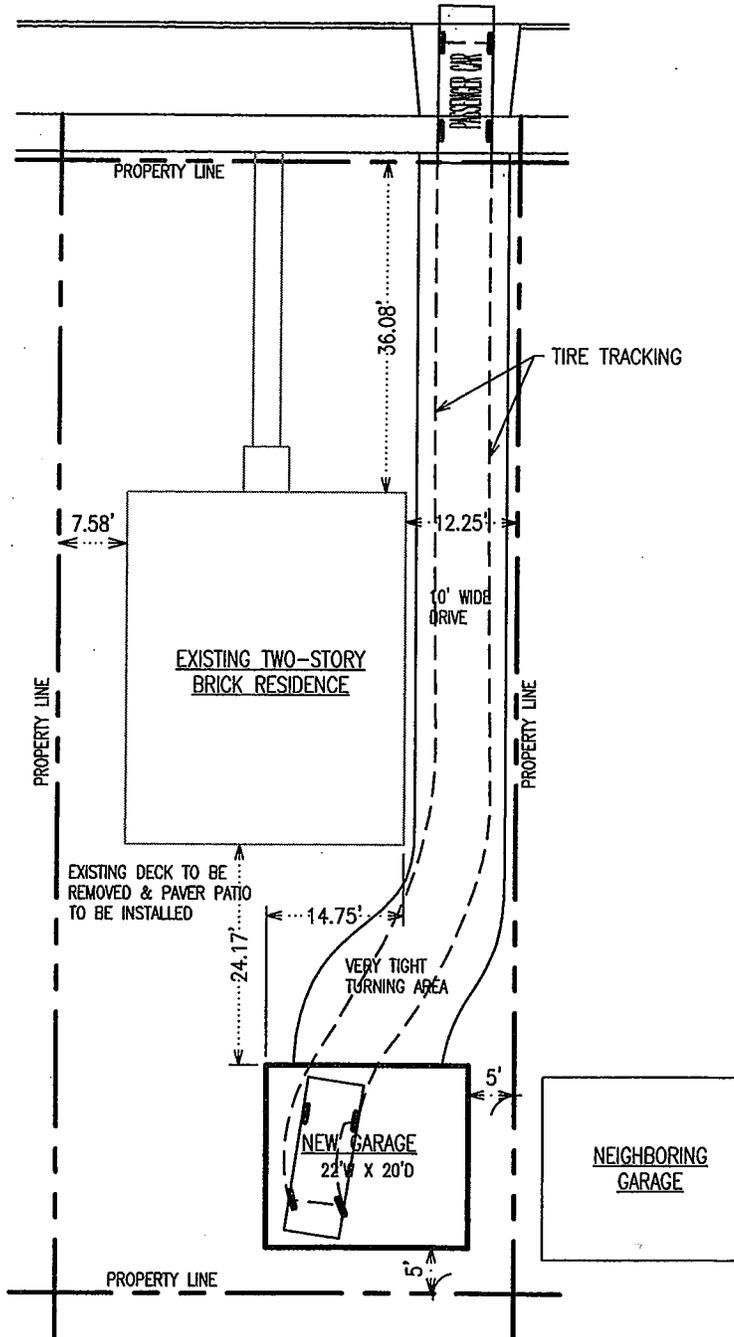
We believe the intent of the code is to prevent garages from creating an imposing presence for neighboring lots. In this case, our garage will be directly adjacent to the neighbor's garage, presenting no real effect on the use of their back yard.

5. Public Health and Safety

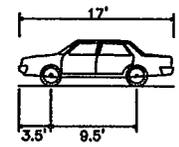
If this variance is allowed, public health and safety will not be negatively affected. In fact potential safety issues will be avoided. The supply of light and air to adjacent properties will not be negatively affected. Traffic congestion will not be affected. Fire hazards will not be increased. Property values in the immediate area will not be affected. Public comfort, morals, and welfare will not be affected.

EXHIBIT 1

CENTER AVENUE

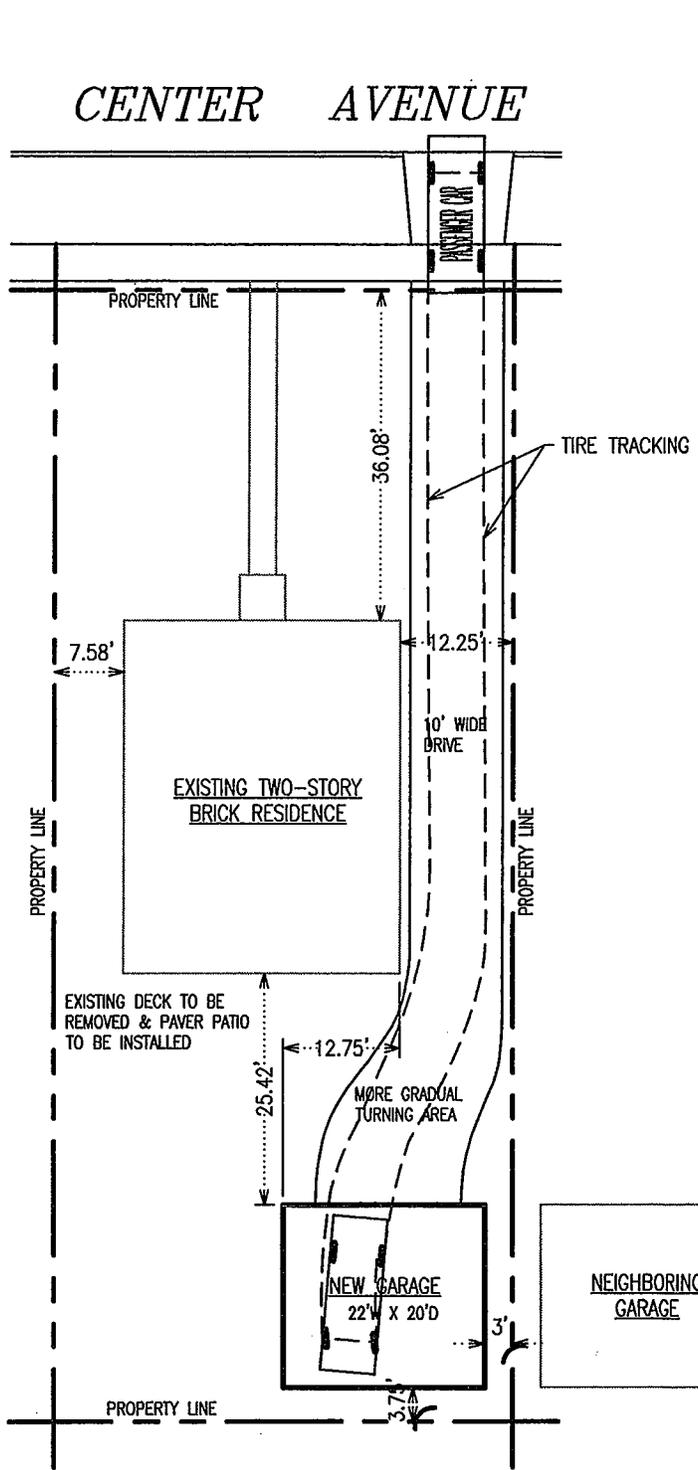


SCALE: 1"=20'

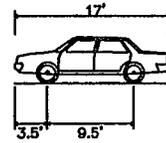


Passenger Car	
Overall Length	17.00'
Overall Width	6.00'
Overall Body Height	5.05'
Min Body Ground Clearance	0.99'
Track Width	6.00'
Lock-to-lock time	4.00s
Curb to Curb Turning Radius	24.00'

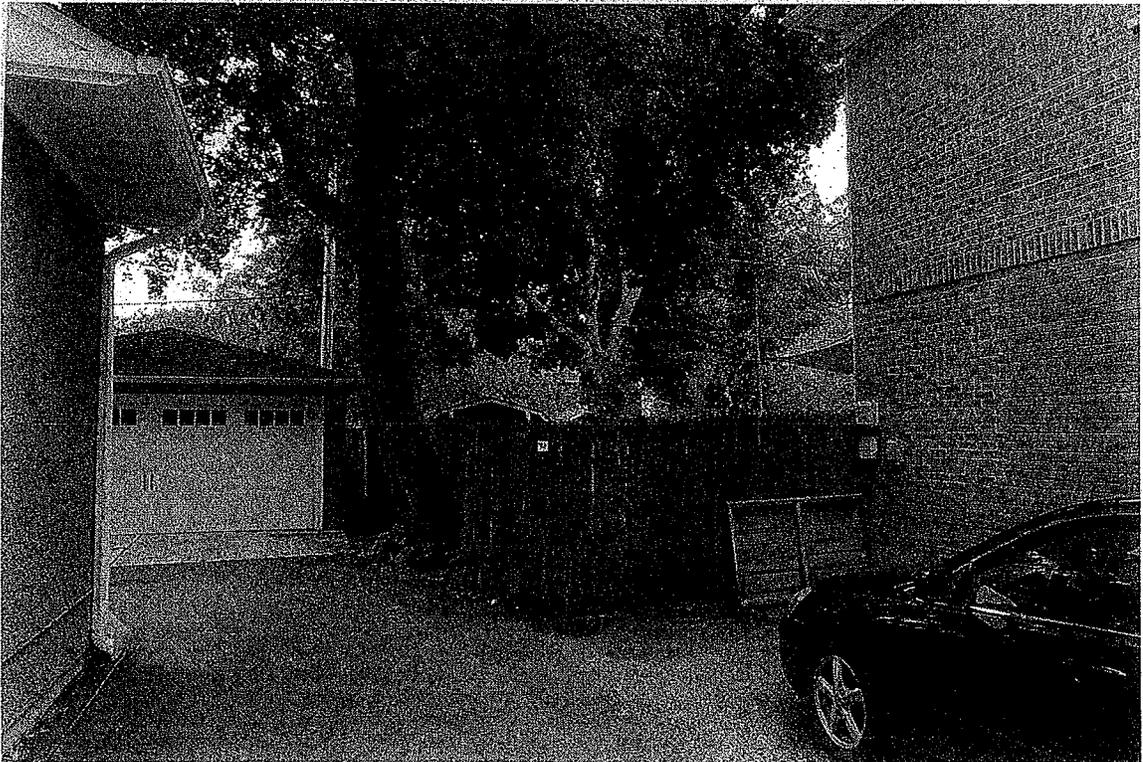
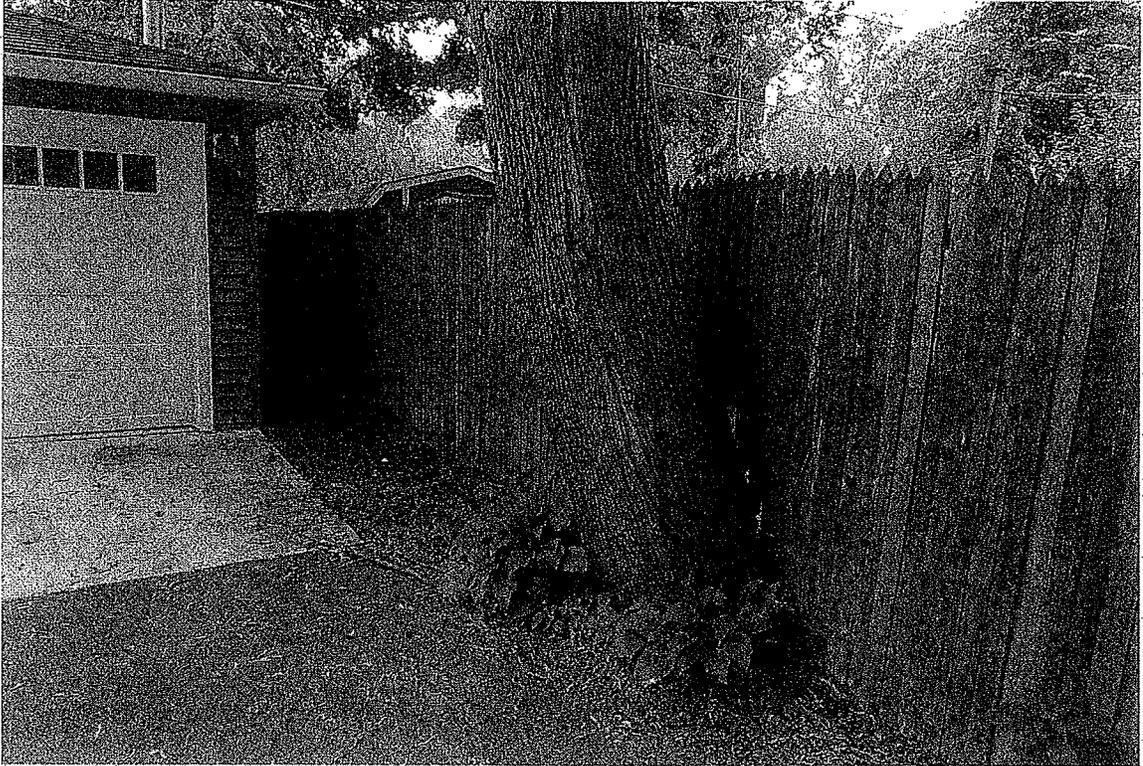
EXHIBIT 2

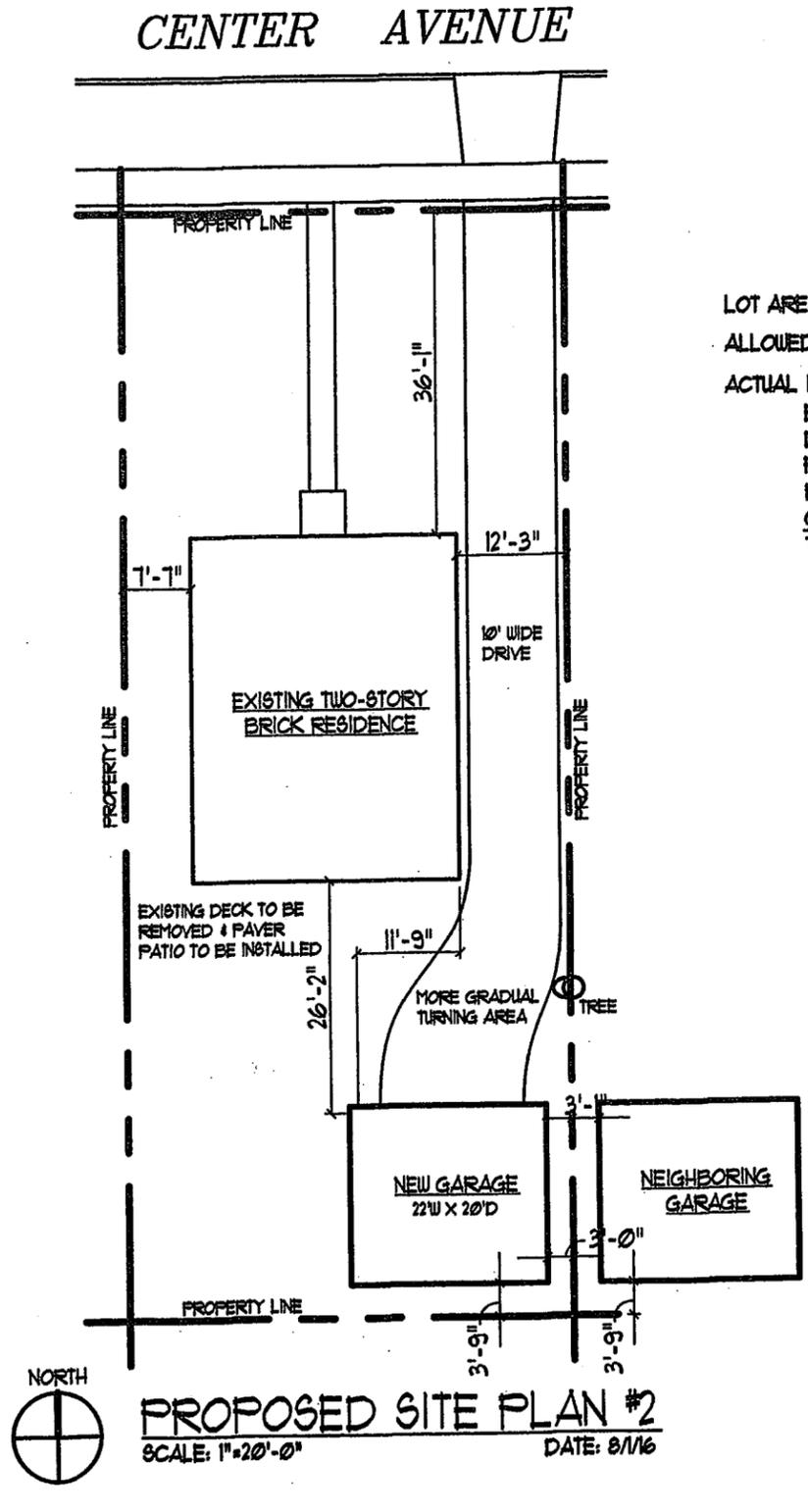
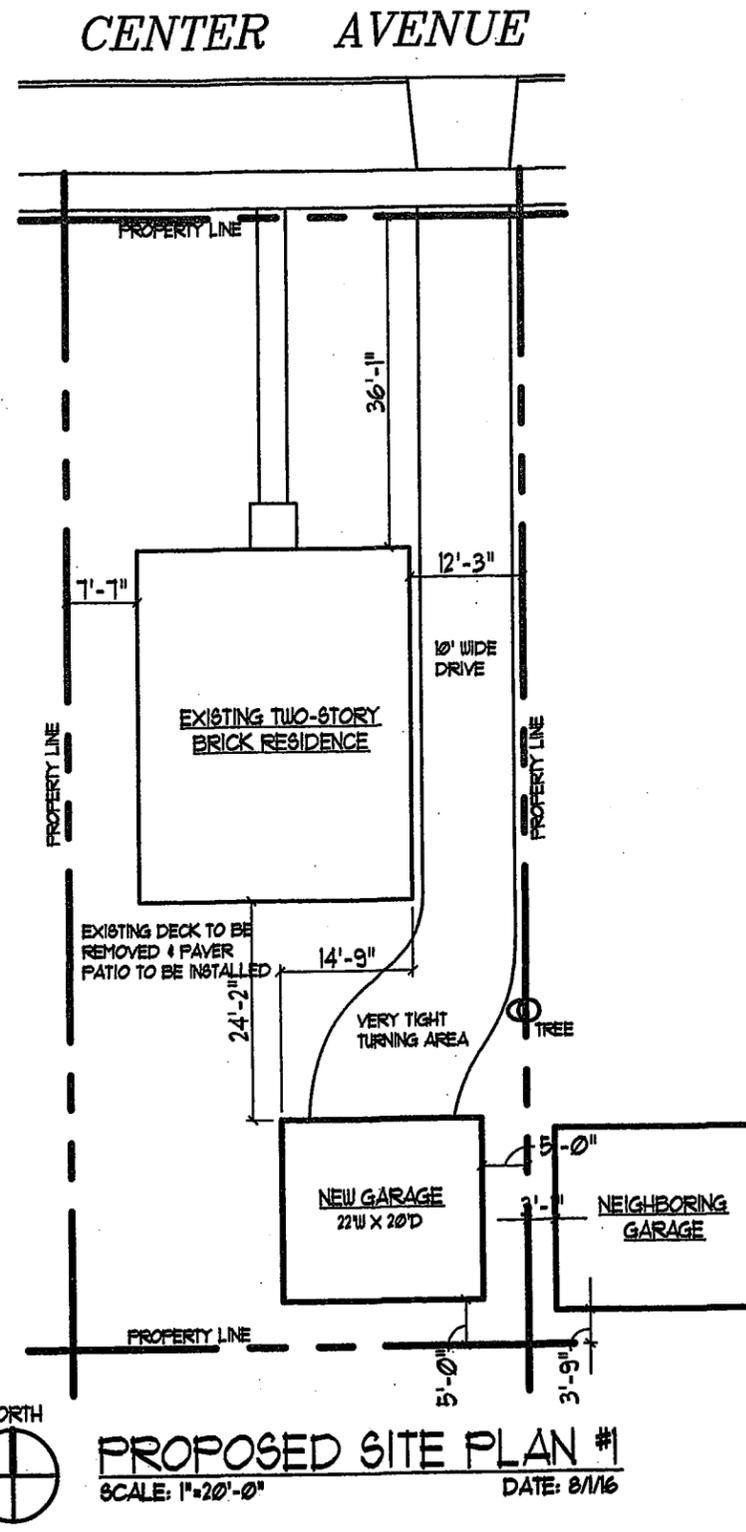


SCALE: 1"=20'



Passenger Car	
Overall Length	17.00'
Overall Width	6.00'
Overall Body Height	5.05'
Min Body Ground Clearance	0.99'
Track Width	6.00'
Lock-to-lock time	4.00s
Curb to Curb Turning Radius	24.00'





LOT AREA: 6,201 SF.
 ALLOWED IMPERVIOUS AREA: 6,201 SF. X .60 = 3,721 SF.
 ACTUAL IMPERVIOUS AREA:

EXISTING HOME:	1,171 SF.
DRIVEWAY:	1,072 SF.
FRONT WALK & STOOP:	118 SF.
PATIO & STOOPS:	314 SF.
GARAGE:	440 SF.
TOTAL:	3,115 SF.

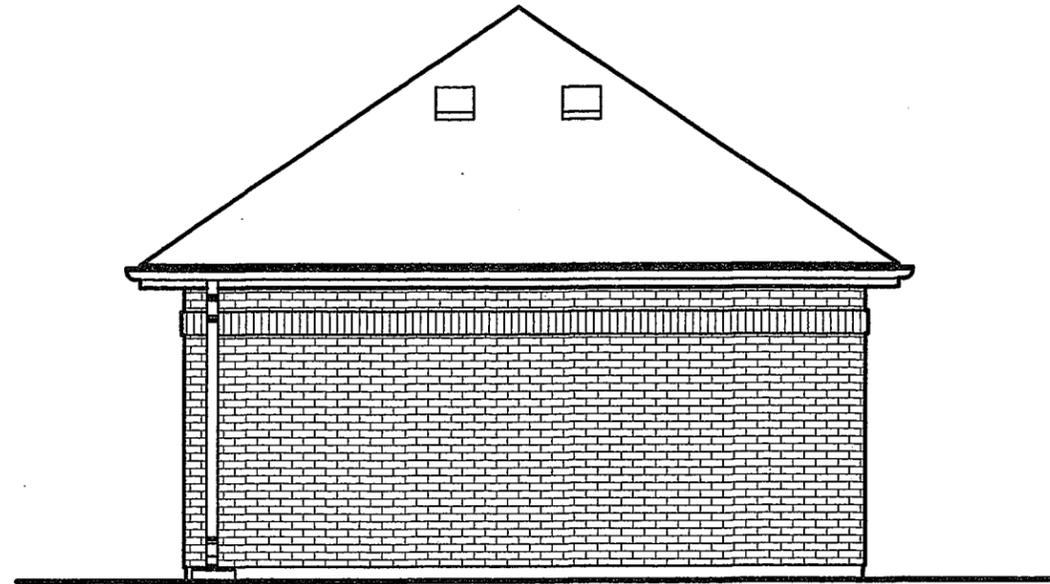
VARIANCE REQUEST
 TUNNEY/HENNES
 311 CENTER STREET
 LAKE BLUFF, ILLINOIS

SITE PLAN #1 & SITE PLAN #2
 SCALE: 1"=20'-0"

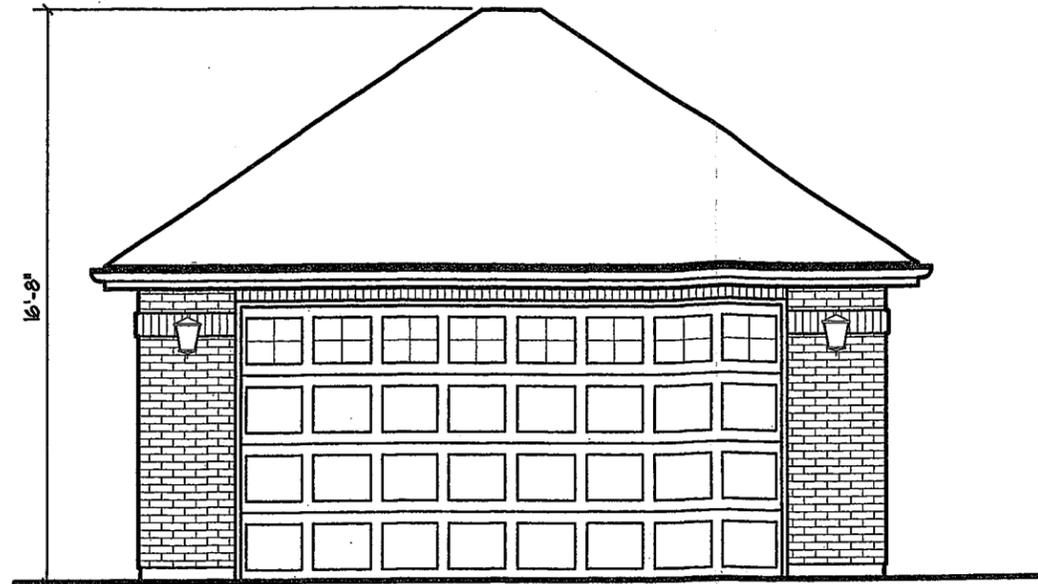
NO.	REVISION DESCRIPTION	INITIAL	DATE

DATE: 8/16
 DRAWN: N/G
 CHECKED: N/G
 PROJ. NO.: 1601

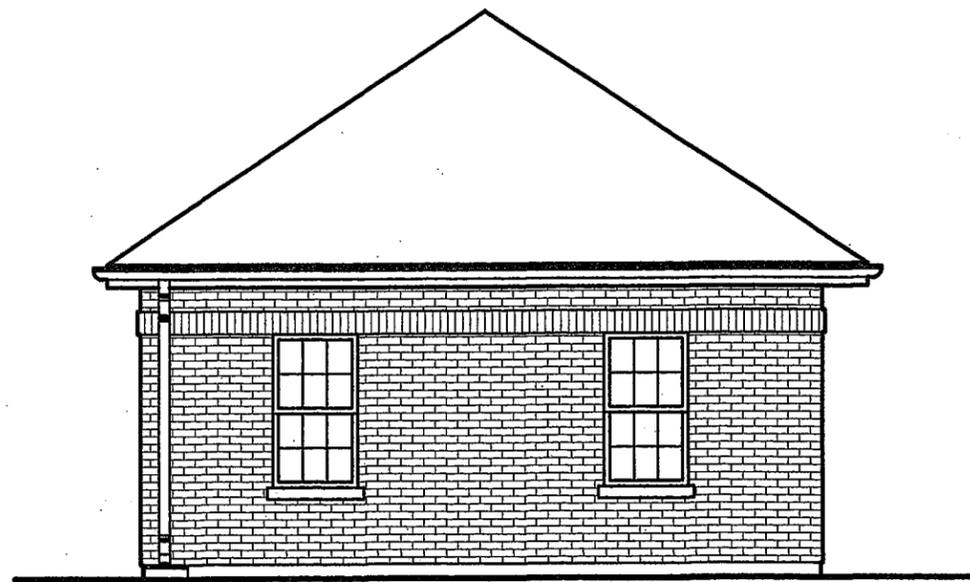
SHEET NO.: S-1



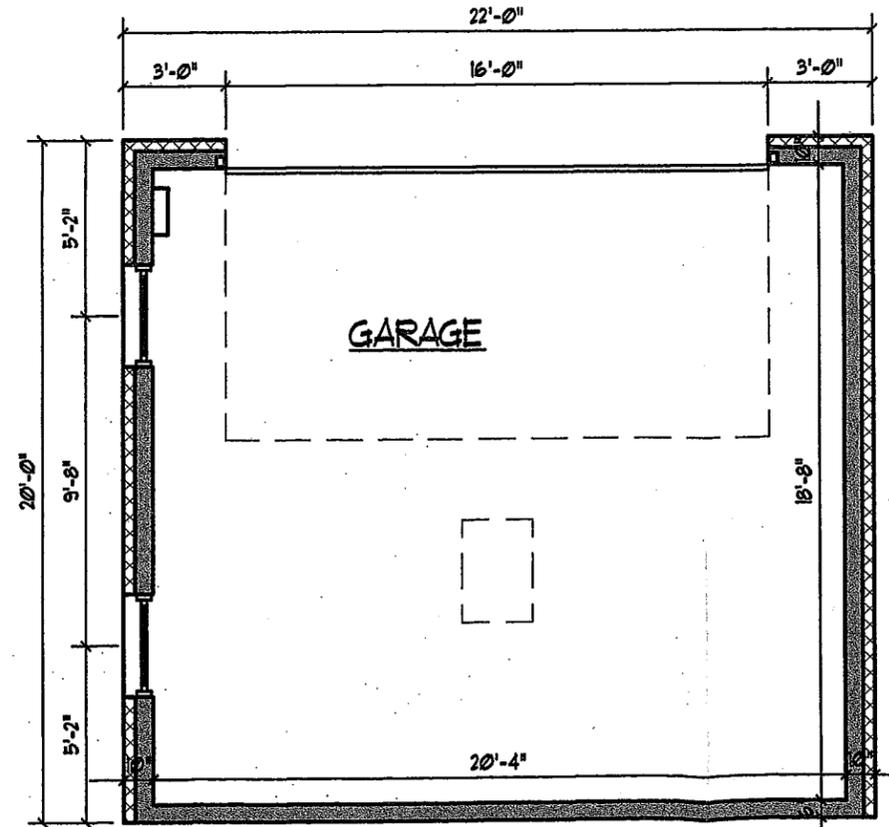
PROPOSED GARAGE EAST ELEV.



PROPOSED GARAGE FRONT ELEV.



PROPOSED GARAGE WEST ELEV.



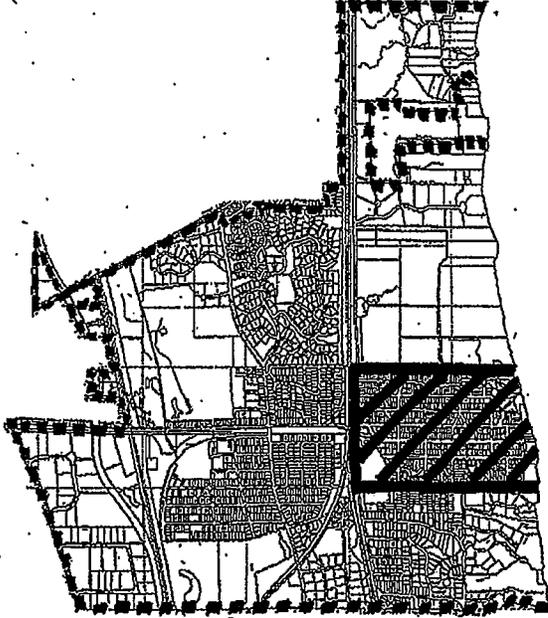
PROPOSED GARAGE PLAN

VARIANCE REQUEST
 TUNNEY/HENNES
 311 CENTER STREET
 LAKE BLUFF, ILLINOIS

GARAGE PLANS
 SCALE: 1"=20'-0"

NO.	REVISION DESCRIPTION	INITIAL	DATE

DATE: 6/22/16
 DRAWN: N/G
 CHECKED: N/G
 PROJ. NO.: 1601

Objectives - Land Use Area 2	Policies - Land Use Area 2
<p>LU2. A) Promote orderly redevelopment of the Central Business District.</p> <p>B) Preserve the unique residential character of the area.</p> <p>C) Encourage rehabilitation and control redevelopment of property in an orderly manner compatible with neighboring properties.</p>  <p>East of Sheridan Road, north of East Sheridan Place and Ravine Avenue and south of Blodgett Avenue.</p>	<p>LU2-1. Pursue a comprehensive review of the Central Business District as a Special Study Area. The future land use map outlines the proposed area. A moratorium on changes in use, or significant alterations to existing structures and/or uses, should be considered as part of a Special Study of the Central Business District. The Study should be completed within one year of the adoption of the Plan. See "Economic Development" for a map of the study area. See policies ED1-1 and H3-2.</p> <p>LU2-2. Maintain the existing zoning classifications for the area considering the following special features:</p> <ul style="list-style-type: none">a) Develop an ordinance regulating development of properties near or in ravines. See policy PO3-2.b) Inventory and then vacate and dispose of surplus public alleys.c) Consider an ordinance pertaining to architectural preservation/conservation or a historic district designation. <p>LU2-3. Review the creation of, and subsequent rezoning to, a public use zoning classification where appropriate.</p> <p>LU2-4. Retain, and expand as possible, the open space buffer areas along Sheridan Road, outside of the Central Business District.</p> <p>LU2-5. As a general policy, retain existing public rights-of-way throughout the Village. Inventory and categorize existing Village rights-of-way. Develop a process, standards and criteria for identifying rights-of-way which, if vacated, sold or otherwise disposed of, would not adversely impact the character of the Village.</p>

Brandon Stanick

From: lynn twitty <lynn.twitty5477@gmail.com>
Sent: Wednesday, August 10, 2016 9:27 AM
To: Brandon Stanick
Subject: Re: Emailing: 311 E Center Avenue.pdf

Thank you Brandon. I will contact them and tell them I'm ok with this proposal. Lynn

On Aug 9, 2016 12:48 PM, "Brandon Stanick" <bstanick@lakebluff.org> wrote:
Lynn,

Please see attached.

Feel free to contact me with questions.

Brando Stanick
[847-283-6889](tel:847-283-6889)

Your message is ready to be sent with the following file or link attachments:

311 E Center Avenue.pdf

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

Brandon Stanick

From: Jeff Hansen
Sent: Tuesday, August 09, 2016 5:31 PM
To: Brandon Stanick
Subject: garage variation language

Brandon,

For the garage setback turning question:

I reviewed the applicant's drawings of the proposed garage and read through their claim that meeting the 5' setback would make it difficult to maneuver a car into the eastern stall of the proposed garage and generally agree with their conclusions. If the setback were reduced to 3' it would be easier to park a garage in the eastern stall. It would also allow the owners to keep their vehicles further from the corner of their home and lessen the risk of hitting the corner of the home while backing out of the garage.

Jeff Hansen, P.E.
Village Engineer
Village of Lake Bluff
40 East Center Avenue
Lake Bluff, Illinois 60044
P 847.283.6884
F 847.234.7254
C 224.588.7808
Email jhansen@lakebluff.org



**NORTH SHORE LIFE
LAKE BLUFF STYLE**

August 5, 2016

Bob and Arlene Hunter
314 East Prospect
Lake Bluff, IL 60044

RECEIVED
SEP 21 2016

BY:

Dear Bob and Arlene:

I hope this note finds you well. You should have received a notice from the Village of Lake Bluff that we will be doing some renovation work here at 311 E. Center in the future and plans include a garage in the backyard (311 E. Center). This garage will line up with our neighbors (313 East Center) in terms of its location in the lot and location to lot lines. I have enclosed a copy of the plans.

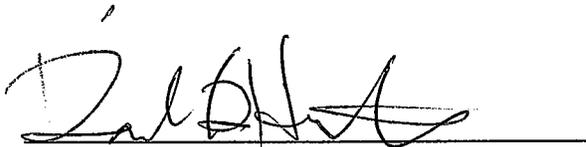
I wanted to make sure you were aware of this change in our neighborhood and ask if you have no concerns, kindly sign below and return to me in the enclosed self-addressed stamped envelope. I will be attending the next zoning board meeting later this month and would appreciate receiving your response by Wednesday, August 10. Also, please feel free to drop it off at 311 E. Center.

Thank you in advance for your help in this matter. Please feel free to contact me at 847-899-5242 if you should have any questions.

Helen Tunney
311 E. Center Ave., Lake Bluff



I have received this notice and do not have any problems with the plans for the proposed garage at 311 East Center, Lake Bluff.


Signature

8/6/16
Date

September 20, 2016

RECEIVED
SEP 21 2016

BY:

Lake Bluff Village Officials:

Our neighbor Helen Tunney has consulted with us about the meeting she had with the arborist at The Care Of Trees last Friday, September 16, 2016. The Norway maple is located on both of our properties.

We understand the situation and agree with the decision the professionals make regarding how to proceed for safety and conservation.

Thank you.



Reid and Laura Wilson
313 E. Center, Lake Bluff

VILLAGE OF LAKE BLUFF

Memorandum

TO: Chair Kraus and Members of the Joint Plan Commission & Zoning Board of Appeals

FROM: Brandon Stanick, Assistant to the Village Administrator

DATE: July 15, 2016

SUBJECT: **Agenda Item #9** - 311 E. Center Avenue Request for Zoning Relief

Applicant Information:	Helen F.S. Tunny (Petitioner & Owner)
Location:	311 E. Center Avenue
Existing Zoning:	R-4 Zoning District
Purpose:	To construct a detached garage in the rear yard.
Requested Action:	Seeking a zoning variation from the R-6 maximum gross floor area regulations and the R-6 maximum building coverage regulations.
Public Notice:	<i>Lake County News Sun</i> – July 2, 2016
Lot Area:	6,208 sq. ft.
Existing Land Use:	Single-family residential
Surrounding Land Use:	<ul style="list-style-type: none"> • North: Single-family residential • East: Single-family residential • South: Single-family residential • West: Single-family residential
Comprehensive Plan Land Use Objectives:	<ul style="list-style-type: none"> • Preserve the unique residential character of the area; and • Encourage rehabilitation and control redevelopment of property in an orderly manner compatible with neighboring properties.
Zoning History:	Not applicable
Applicable Land Use Regulations:	<ul style="list-style-type: none"> • Section 10-5-6: Maximum Gross Floor Area Regulations; and • Section 10-5-9: Minimum Accessory Structure Side Yard and Rear Yard Setback Regulations.

Background and Summary

On June 22, 2016 the Village received a zoning application from Helen F.S. Tunny (Petitioner), property owner of 311 E. Center Avenue (Property), to build a 440 sq. ft. detached two car garage, at a height of 16’8”, in the rear and side yards of the property (Project). The Project is located 2’ from the easterly interior side yard lot line and 3’ from the rear yard lot line. According to the Petitioner the proposed detached garage encroaches into the side and rear yard setbacks to provide for a much more navigable entry into both garage stalls.

Zoning Analysis

Pursuant to Section 10-5-9C of the Zoning Code the minimum accessory structure setback from the interior lot line and the rear lot line is 5’. The existing shed (133 sq. ft.) will be removed and a detached two car garage will be constructed in the southeast corner of the Property. As proposed, the construction of the garage (440 sq. ft.) will encroach into the easterly interior side yard setback by 3’ and encroach into the rear yard setback by 2’. The floor area of the garage will not count toward the total gross floor area if the requested zoning relief from the minimum accessory structure setback regulations is granted. By granting the requested zoning relief the garage would be classified as conforming.

Additionally, pursuant to Section 10-5-6 the maximum gross floor area permitted on the Property is 2,483.20 sq. ft. (0.4 x 6,208) and the existing floor area is 2,982 sq. ft. The Property is classified as legal nonconforming as it was built prior to the adoption of the Zoning Code (pursuant to Section 10-8-2C(9)). The floor area on the Property is comprised of the two story principal structure, stoops, deck and steps, as well as the shed. The Petitioner proposes to demolish the existing deck and steps (463.50 sq. ft.), as well as the shed (133 sq. ft.).

Should the PCZBA vote to recommend granting the zoning relief from the minimum accessory structure setback regulations, Staff recommends the PCZBA to also consider a condition requiring the Petitioner to remove the existing deck/steps in addition to the planned demolition of the shed. This condition would not necessitate zoning relief from the maximum gross floor area regulations as shown below:

MAXIMUM FLOOR AREA COVERAGE (in sq. ft.)

Maximum Allowed		Existing		Proposed		Total	
Lot Size:	6,208.00	1 st floor:	1,170.25			1 st floor:	1,170.25
Floor Area:	2,483.20	2 nd floor:	1,170.25			2 nd floor:	1,170.25
		Deck/Stoops:	509.00	W/O Deck:	-463.50	Deck/Stoops:	45.50
		Shed:	133.00	W/O Shed:	-133.00	Shed:	0.00
		Garage:	0.00	Garage:	0.00 [^]	Garage:	0.00 [^]
		Total:	2,982.50	Total:	-596.00	Total:	2,386.50

* Shed & deck are excluded from the calculations as Petitioner has advised, pursuant to the application, they will be removed.

[^] New detached garage would not count toward floor area should the requested zoning relief to encroach into the rear and side yard setbacks be granted.

Village Staff has conducted the required zoning analysis and confirms the Project, with the exception of the standards identified below is in compliance with the Zoning Code:

MINIMUM ACCESSORY STRUCTURE SETBACKS (in feet)

Total Interior Side Lot Line Encroachment: 3.00 ft. or 60% variation

Total Rear Lot Line Encroachment: 2.00 ft. or 40% variation

Minimum Required	Existing Encroachment (Shed)	Proposed Encroachment (Garage)
Interior Side Lot Line Setback: 5.00	Interior Side Lot Line: 3.27	Interior Side Lot Line: 3.00
Rear Lot Line Setback: 5.00	Rear Lot Line: 2.46	Rear Lot Line: 2.00

The Petitioner has provided statements addressing the standards for variation in the attached zoning application. The PCZBA should consider if the Petitioner’s statements and submitted materials satisfy the established standards for variation.

PCZBA Authority

The PCZBA has the authority to:

- Recommend the Village Board approve with conditions or deny the request for:
 - A 60.00% variation from the **minimum accessory structure interior lot line setback regulations** and
 - A 40% variation from the **minimum accessory structure rear lot line setback regulations** to allow for the construction of a two car detached garage (440 sq. ft.), that is 16’8” in height, in the southeast corner of the Property.

Recommendation

Following the public hearing to consider the requested zoning relief, the PCZBA should take one of the following actions:

- If more information is required, continue the public hearing to a date certain to allow the Petitioner to provide additional information; or
- If more information is not required, vote to recommend the Village Board approve with conditions or deny the request for:
 - A 60.00% variation from the **minimum accessory structure interior lot line setback regulations** and
 - A 40% variation from the **minimum accessory structure rear lot line setback regulations** to allow for the construction of a two car detached garage (440 sq. ft.), that is 16’8” in height, in the southeast corner of the Property.

Attachments

- Petitioner’s zoning application and related material.

If you should have any questions concerning the information provided in this memorandum please feel free to contact me at 847-283-6889.

VILLAGE OF LAKE BLUFF

Memorandum

TO: Chair Kraus and Members of the Joint Plan Commission & Zoning Board of Appeals

FROM: Brandon Stanick, Assistant to the Village Administrator

DATE: September 16, 2016

SUBJECT: **Agenda Item #4** - 311 E. Center Avenue Request for Zoning Relief

Applicant Information:	Helen F.S. Tunny (Petitioner & Owner)
Location:	311 E. Center Avenue
Existing Zoning:	R-4 Zoning District
Purpose:	To construct a detached garage in the rear yard.
Requested Action:	Seeking a zoning variation from the R-6 maximum gross floor area regulations and the R-6 maximum building coverage regulations.
Public Notice:	<i>Lake County News Sun</i> – July 2, 2016 Neighbors Re-noticed - August 24, 2016
Lot Area:	6,208 sq. ft.
Existing Land Use:	Single-family residential
Surrounding Land Use:	<ul style="list-style-type: none">• North: Single-family residential• East: Single-family residential• South: Single-family residential• West: Single-family residential
Comprehensive Plan Land Use Objectives:	<ul style="list-style-type: none">• Preserve the unique residential character of the area; and• Encourage rehabilitation and control redevelopment of property in an orderly manner compatible with neighboring properties.
Zoning History:	Not applicable
Applicable Land Use Regulations:	<ul style="list-style-type: none">• Section 10-5-6: Maximum Gross Floor Area Regulations; and• Section 10-5-9: Minimum Accessory Structure Side Yard and Rear Yard Setback Regulations.

Background and Summary

On June 22, 2016 the Village received a zoning application from Helen F.S. Tunny (Petitioner), property owner of 311 E. Center Avenue (Property), to build a 440 sq. ft. detached two car garage, at a height of 16'8", in the rear and side yards of the property (Project). Initially, the Project was located 2' from the easterly interior side yard lot line and 3' from the rear yard lot line. According to the Petitioner the initial Project encroached into the side and rear yard setbacks to provide for a much more navigable entry into both garage stalls. The zoning relief requested was to allow a 60% variation from the minimum accessory structure interior lot line setback regulations and a 40% variation from the minimum accessory structure rear lot line setback regulations.

At its meeting on July 20th the Plan Commission and Zoning Board of Appeals (PCZBA) conducted a public hearing to consider the Petitioner's request. Following a presentation by the Petitioner's architect, Neal Gerdes (AKL Architectural Services), the PCZBA discussed the request and continued the public hearing to allow the Petitioner time to solicit feedback from neighbors and to explore setback distances that are comparable to the garage immediately to the east.

Revised Zoning Petition

On August 2, 2016 the Petitioner submitted a revised Project with a 3' setback from the easterly interior side yard lot line and 3'9" from the rear yard lot line. An "auto-drive" diagram is provided by the Petitioner in the revised materials showing a turning area available for a garage without zoning setback relief and for a garage with a 3' setback (or 2' encroachment) from the easterly property line and a setback of 3'9" (or 1.25' encroachment) from the rear lot line illustrating the desired placement of the garage. The revised request for zoning relief results in a request to allow a **40% variation from the minimum accessory structure interior lot line setback regulations** and a **25% variation from the minimum accessory structure rear lot line setback regulations**.

Village Engineer Jeff Hansen has reviewed the "auto-drive" diagram and provided comments (*Attachment B*). An email from the property owner to the south is also provided as *Attachment C*. For the PCZBA's reference a copy of Ordinance #2013-19, an ordinance granting variations from the Village's rear yard setback, side yard setback and maximum gross floor area regulations, allowing the replacement of an existing garage located at 313 E. Center Ave. (neighboring property to the east) is attached as *Attachment D*.

Zoning Analysis

Pursuant to Section 10-5-9C of the Zoning Code the minimum accessory structure setback from the interior lot line and the rear lot line is 5'. The existing shed (133 sq. ft.) will be removed and a detached two car garage will be constructed in the southeast corner of the Property. As revised, the construction of the garage (440 sq. ft.) will encroach into the easterly interior side yard setback by 2' and encroach into the rear yard setback by 1.25'. The floor area of the garage will not count toward the total gross floor area if the requested zoning relief from the minimum accessory structure setback regulations is granted. By granting the requested zoning relief the garage would be classified as conforming.

Additionally, pursuant to Section 10-5-6 the maximum gross floor area permitted on the Property is 2,483.20 sq. ft. (0.4 x 6,208) and the existing floor area is 2,982 sq. ft. The Property is classified as legal nonconforming (pursuant to Section 10-8-2C(9)) as it was built prior to the adoption of the Zoning Code. The floor area on the Property is comprised of the two story principal structure, stoops, deck and

steps, as well as the shed. The Petitioner proposes to demolish the existing deck and steps (463.50 sq. ft.), as well as the shed (133 sq. ft.).

Should the PCZBA vote to recommend granting the zoning relief from the minimum accessory structure setback regulations, Staff recommends the PCZBA also consider a condition requiring the Petitioner to remove the existing deck/steps in addition to the planned demolition of the shed. This condition would not necessitate zoning relief from the maximum gross floor area regulations as shown below:

MAXIMUM FLOOR AREA COVERAGE (in sq. ft.)

Maximum Allowed		Existing		Proposed		Total	
Lot Size:	6,208.00	1 st floor:	1,170.25			1 st floor:	1,170.25
Floor Area:	2,483.20	2 nd floor:	1,170.25			2 nd floor:	1,170.25
		Deck/Stoops:	509.00	W/O Deck:	-463.50	Deck/Stoops:	45.50
		Shed:	133.00	W/O Shed:	-133.00	Shed:	0.00
		Garage:	0.00	Garage:	0.00 [^]	Garage:	0.00 [^]
		Total:	2,982.50	Total:	-596.00	Total:	2,386.50

* Shed & deck are excluded from the calculations as Petitioner has advised, pursuant to the application, they will be removed.

[^] New detached garage would not count toward floor area should the requested zoning relief to encroach into the rear and side yard setbacks be granted.

Village Staff has conducted the required zoning analysis and confirms the Project, with the exception of the standards identified below is in compliance with the Zoning Code:

MINIMUM ACCESSORY STRUCTURE SETBACKS (in feet)

Total Interior Side Lot Line Encroachment: 2.00 ft. or 40% variation

Total Rear Lot Line Encroachment: 1.25 ft. or 25% variation

Minimum Required		Existing Encroachment (Shed)		Proposed Encroachment (Garage)	
Interior Side Lot Line Setback:	5.00	Interior Side Lot Line:	3.27	Interior Side Lot Line:	2.00
Rear Lot Line Setback:	5.00	Rear Lot Line:	2.46	Rear Lot Line:	1.25

The Petitioner has provided statements addressing the standards for variation in the attached zoning application. The PCZBA should consider if the Petitioner’s statements and submitted materials satisfy the established standards for variation.

PCZBA Authority

The PCZBA has the authority to:

- Recommend the Village Board approve with conditions or deny the request for:
 - A 40% variation from the **minimum accessory structure interior lot line setback regulations**; and
- Conditionally approve or deny:
 - A 25% variation from the **minimum accessory structure rear lot line setback regulations** to allow for the construction of a two car detached garage (440 sq. ft.) that is 16’8” in height in the southeast corner of the Property.

Note that under Section 10-2-4A1(c) of the Zoning Code, because the Village Board has final authority over the side lot line setback variation, the PCZBA’s decision on the rear yard lot line setback variation is contingent upon, and subject to, the Village Board’s approval of the side lot line setback variation.

Recommendation

Following the public hearing to consider the requested zoning relief, the PCZBA should take one of the following actions:

- If more information is required, continue the public hearing to a date certain to allow the Petitioner to provide additional information; or
- If more information is not required, vote to:
 - Recommend the Village Board approve with conditions or deny the request for:
 - A 40% variation from the **minimum accessory structure interior lot line setback regulations**; and
 - Conditionally approve or deny:
 - A 25% variation from the **minimum accessory structure rear lot line setback regulations** to allow for the construction of a two car detached garage (440 sq. ft.) that is 16'8" in height in the southeast corner of the Property.

Attachments

- A. Petitioner's updated materials and zoning application;
- B. Email Dated August 9, 2016 from Village Engineer Jeff Hansen Concerning the Petitioner's Project;
- C. Email Dated August 10, 2016 from Lynn Twitty (property owner to the south) Concerning the Petitioner's Project; and
- D. Ord. #2013-19 Granting Variations for Construction of a New Garage at 313 E. Center Avenue.

If you should have any questions concerning the information provided in this memorandum please feel free to contact me at 847-283-6889.