

<p>Village President P. Sean Michels</p> <p>Village Clerk Cynthia Galbreath</p> <p>Village Administrator Brent M. Eichelberger</p>	 <p>INCORPORATED 1880 SUGAR GROVE 10 S. Municipal Drive Sugar Grove, Illinois 60554 Phone: 630-466-4507 Fax: 630-466-4521</p>	<p>Village Trustees</p> <p>Robert Bohler Kevin Geary Mari Johnson Rick Montalto David Paluch Thomas Renk</p>
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**Agenda
November 01, 2011
Regular Board Meeting
6:00 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Hearings
 - a. Annexation Agreement Amendment – 1800 Hunters Ridge Lane
5. Appointments and Presentations
 - b. None
6. Public Comment on Items Scheduled for Action
7. Consent Agenda
 - a. Approval: Minutes of the October 18, 2011 Meeting
 - b. Approval: Vouchers
 - c. Ordinance: Authorizing the Execution of an Annexation Agreement for Hannaford Farm Lot 53
8. General Business
 - a. Approval: Accept Amended & Restated First Resolution of the Board of Local Improvements regarding the Proposed Improvements to and Extension of the Drainage System serving the Mallard Point and Rolling Oaks Subdivisions
 - b. Approval: Accept Recommendation from Board of Local Improvements regarding the Proposed Improvements to and Extension of the Drainage System serving the Mallard Point and Rolling Oaks Subdivisions
 - c. Approval: Approve publication in pamphlet form of Ordinance Approving Improvements to and Extension of the Drainage System serving the Mallard Point and Rolling Oaks Subdivisions, recommendation of the Board of Local Improvements, and estimate of the cost of proposed improvements
 - d. Approval: Board Review of proposed Resolution Declaring Official Intent Regarding Certain Capital Expenditures to be Reimbursed from Proceeds of an Obligation
 - e. Resolution: Resolution Declaring Official Intent Regarding Certain Capital Expenditures to be Reimbursed from Proceeds of an Obligation
 - f. Resolution: Authorizing Entering into a Contract for Utility Billing Monthly Processing
 - g. Announcement: Approval of the 2011 property tax levy
 - h. Closed Session: Land Acquisition, Personnel, Litigation
 - i. Resolution: Authorizing an Agreement with Fox Metro Water Reclamation District

Agenda Continued on next page

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**Continued Agenda
November 01, 2011
Regular Board Meeting
6:00 P.M.**

- 9. New Business
- 10. Reports
 - a. Staff Reports
 - b. Trustee Reports
 - c. Presidents Report
- 11. Public Comments
- 12. Airport Report
- 13. Closed Session: Land Acquisition, Personnel, Litigation
- 14. Adjournment

**November 01, 2011
Committee of the Whole
6:30 P.M.**

- 1. Call to Order
- 2. Roll Call
- 3. Public Comments
- 4. Discussion: Scot Industries Variances
- 5. Discussion: Rezoning Denny Road Lot to E-1
- 6. Discussion: Temporary and Special Signage
- 7. Closed Session: Land Acquisition, Personnel, Litigation
- 8. Adjournment

Exhibit A

The proposed improvements will consist of a subsurface system to collect and convey stormwater, groundwater, and agricultural tile flows for the Mallard Point/ Rolling Oaks and surrounding areas. Improvements will consist of four main components.

The first segment is a closed conveyance tile or pipe (shown in blue) that will extend from the southern limits of the Mallard Point/ Rolling Oaks stormwater management facility to Jericho Road. This conveyance tile will serve three separate sources of flow collected from upstream and ultimately discharge to the Rob Roy Drainage Ditch.

Agricultural tiles from the Ogle Property, located to the northwest of the development will be tied to one common pipe (shown in yellow) and then conveyed around the stormwater management facility to the conveyance tile. The intent of this portion of the project is to reduce if not eliminate agricultural tile flows that are percolating to surface and entering the stormwater management system.

Stormwater discharges for small events from Mallard Point and Rolling Oaks events will be discharged to the conveyance tile (shown in pink). These flows, which are intended to be for a 2-Year event or less, will be routed to west of the existing retention facility and enter the same pipe conveying agricultural tile flows.

The last component of the system is the installation of subsurface draitiles (also shown in pink) within Mallard and Brookhaven Drives. These perforated tiles will be used to collect groundwater within existing utility trenches. These tiles will be installed at the location of the lowest utility trench and also the lowest foundations. Flows will be routed to the retention facility and ultimately to the same conveyance tile (blue).



Mallard Point Rolling Oaks Area Drainage Improvements					
Prepared by Trotter and Associates Inc.			Date: 10/21/2011		
Prepared by : Mark Bushnell					
Unit #	Item Description	Total	Unit	Unit Price	Extended Cost
Pipes, Sewers and Appurtenances					
1	30" ADS N-12	8,398	LF	\$ 38.00	\$ 319,124.00
2	24" ADS N-12	967	LF	\$ 60.00	\$ 58,020.00
3	18" ADS N-12	915	LF	\$ 60.00	\$ 54,900.00
4	12" ADS N-12	406	LF	\$ 70.00	\$ 28,420.00
5	12" ADS N-12 - Flared Section	2	EA	\$ 750.00	\$ 1,500.00
6	10" ADS N-12	280	LF	\$ 55.00	\$ 15,400.00
7	6" ADS N-12 Perforated w/ Backfill	610	LF	\$ 45.00	\$ 27,450.00
8	24" RCP CLV	46	LF	\$ 75.00	\$ 3,450.00
9	24" RCP FES w/ Grate	1	EA	\$ 1,700.00	\$ 1,700.00
8	12" RCP CLV	32	LF	\$ 60.00	\$ 1,920.00
9	12" RCP FES w/ Grate	1	EA	\$ 1,200.00	\$ 1,200.00
10	15" PVC SDR 26	100	LF	\$ 50.00	\$ 5,000.00
11	6" PVC SDR 26	254	LF	\$ 35.00	\$ 8,890.00
12	12" DIP CL 52	22	LF	\$ 100.00	\$ 2,200.00
13	11.25" Bend- 30" ADS	4	EA	\$ 300.00	\$ 1,200.00
14	22.5" Bend- 30" ADS	5	EA	\$ 300.00	\$ 1,500.00
15	Cleanout on 30" Tile	14	EA	\$ 750.00	\$ 10,500.00
16	Cleanout on 6" Tile	9	EA	\$ 200.00	\$ 1,800.00
17	Sheargate- 24"	3	EA	\$ 1,100.00	\$ 3,300.00
18	Flapgate - 12"	2	EA	\$ 750.00	\$ 1,500.00
19	Exploratory Excavation	9	EA	\$ 1,500.00	\$ 13,500.00
20	Trench Backfill	6	CY	\$ 50.00	\$ 300.00
21	Disposal of Material	1	LS	\$ 30,000.00	\$ 30,000.00
22	Dewatering	1	LS	\$ 225,000.00	\$ 225,000.00
Manholes and Structures					
23	Storm Manhole , 6' Diameter w/ Type I Open Lid	1	EA	\$ 5,000.00	\$ 5,000.00
24	Storm Manhole , 6' Diameter w/ (2) Type I Open Lid	1	EA	\$ 6,000.00	\$ 6,000.00
25	Storm Manhole , 6' Diameter w/ Type I closed Lid	1	EA	\$ 5,000.00	\$ 5,000.00
26	Storm Manhole , 5' Diameter w/ Type I Open Lid	2	EA	\$ 4,500.00	\$ 9,000.00
27	Storm Manhole , 5' Diameter w/ Type I Closed Lid	2	EA	\$ 4,500.00	\$ 9,000.00
28	Storm Manhole , 4' Diameter w/ Type I Closed Lid	7	EA	\$ 3,500.00	\$ 24,500.00
29	Storm Inlet, 2' Diameter w/ Type 1 Closed Lid	4	EA	\$ 1,250.00	\$ 5,000.00
Restoration					
30	Drainile Repair	1	LS	\$ 15,000.00	\$ 15,000.00
31	Farmfield Restoration	658,934	SF	\$ 0.10	\$ 65,893.40
32	Wetland Restoration	40,914	SF	\$ 1.10	\$ 45,005.40
33	Silt Fence	3,965	LF	\$ 3.00	\$ 11,895.00
34	Clay Backfill at Wetlands	2	EA	\$ 1,000.00	\$ 2,000.00
35	Tree Clearing	58	SY	\$ 10.00	\$ 580.00
36	Rip Rap (RR-1) w/ Geotextile	69	SY	\$ 50.00	\$ 3,430.00
37	Pavement Removal and Replacement	605	SY	\$ 40.00	\$ 24,200.00
38	Remove and Replace Existing Hot Mix Asphalt Pathway	38	SY	\$ 40.00	\$ 1,520.00
39	Curb Protection	40	LF	\$ 5.00	\$ 200.00
40	Curb Removal and Replacement	302	LF	\$ 20.00	\$ 6,040.00
41	PCC Sidewalk Removal and Replacement	3,201	SF	\$ 6.00	\$ 19,206.00
42	Modify Existing Drainage Structures	1	EA	\$ 2,000.00	\$ 2,000.00
43	Topsoil Furnish and Place 3" Min	9,499	SY	\$ 2.50	\$ 23,747.50
44	IDOT CL 1 Seeding	9,499	SY	\$ 3.50	\$ 33,246.50
45	Excelsior Blanket	9,499	SY	\$ 3.50	\$ 33,246.50
Sub Total					\$ 1,168,484.30
Contingency					\$ 116,848.43
Total					\$ 1,285,332.73
Previously Used					\$1,298,000.00

**AMENDED & RESTATED FIRST RESOLUTION
PROPOSED IMPROVEMENTS TO AND EXTENSION OF THE DRAINAGE SYSTEM SERVING THE MALLARD POINT
SUBDIVISION, ROLLING OAKS AREA**

WHEREAS, the Village of Sugar Grove, Kane County, Illinois, recognizes that there exists a serious problem regarding storm water drainage in the Mallard Point, Rolling Oaks Subdivision area, and the Village therefore seeks to develop certain improvements involving the repair and extension of the drainage system for said area (hereafter “the Project”);

WHEREAS, the Village intends to fund the Project by a Special Assessment levied upon the properties that will receive the benefit of the abovementioned improvements;

WHEREAS, pursuant to the authority granted in § 9-2-7 of the Illinois Municipal Code, 65 ILCS 5/9-2-7, the Board of Local Improvements (hereafter “the Board”) is henceforth convened for the purpose of initiating the procedures that are necessary to effect the Project and the Special Assessment, and shall consist of the Village President, the Village Engineer, and the Village Superintendent of Streets;

WHEREAS, the Board acknowledges that some of the costs of the Project will be provided by money received from both the Village and Kane County (the County), and will also be funded by a loan from the Federal Government;

WHEREAS, the Board Acknowledges that a Special Assessment will be levied upon the residents of Mallard Point Subdivision for the Project, and the proceeds of the assessment shall be used as possible reimbursements for expenditures made by the Village (if the upfront costs exceed the amounts being paid for by the Village), and as repayment for the loans issued to the Village by the County/the Federal Government;

Now, THEREFORE, Be It and It is Hereby Resolved by the Board of Local Improvements of the Village of Sugar Grove, Kane County, Illinois, as follows:

Section 1. The Project shall consist of the installation of new drainage tiles as set forth in Exhibit A, attached hereto. The Project shall be divided into two phases. Phase I shall consist of constructing a pipe extending the conveyance tile out to Jericho Rd., which will connect to the Rob Roy Drainage tiles, and drain into the Rob Roy Ditch at Jericho Rd. The Rob Roy Drainage Tiles will be rerouted, and at Brookhaven drive, underdrains will be installed and an additional storm restrictor will be installed to lower the detention basin. Phase II, if needed, shall consist of the construction of a Sump line System which will also connect to the pipe draining onto Jericho Rd. The diagrams on Exhibit A set forth the location and path of the drains in detail for Phase I.

Section 2. The cost of the improvements is estimated to be \$2 million for Phase I. The cost of the improvements is estimated to be \$1 million for Phase II. It is not certain whether Phase II will be needed at this time. A detailed explanation and breakdown of the estimated costs of

the improvements is attached hereto as Exhibit A. Additional funds may be expended throughout the course of the construction of the improvements. Construction of the improvements is expected to take a few months.

Section 3. In order for the Project to be completed as contemplated by the Board, it is necessary that the Village institute condemnation proceedings to obtain an easement over the following property for the placement of the drainage system:

(SAUER PARCEL ONE EASEMENT)

THAT PART OF THE SOUTH HALF OF THE NORTHEAST QUARTER OF SECTION 28, TOWNSHIP 38 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF THE SOUTH HALF OF SAID NORTHEAST QUARTER; THENCE EAST ALONG THE NORTH LINE OF SAID SOUTH HALF 1,521.30 FEET FOR THE POINT OF BEGINNING; THENCE CONTINUING EAST ALONG SAID NORTH LINE, 50.90 FEET; THENCE SOUTH 11°19'36" EAST, 32.89 FEET; THENCE SOUTH 51°38'18" EAST, 205.69 FEET; THENCE SOUTH 42°54'35" EAST, 612.81 FEET; THENCE SOUTH 29°42'29" EAST, 119.83 FEET; THENCE SOUTH 32°21'57" EAST, 199.11 FEET; THENCE SOUTH 29°56'20" EAST, 198.33 FEET; THENCE SOUTH 27°41'40" EAST, 196.73 FEET; THENCE SOUTH 27°47'48" EAST, 100.42 FEET TO THE SOUTH LINE OF THE SOUTH HALF OF THE SAID NORTHEAST QUARTER; THENCE WEST ALONG SAID SOUTH LINE, 56.09 FEET; THENCE NORTH 27°47'48" WEST, 75.05 FEET; THENCE NORTH 27°41'40" WEST, 195.79 FEET; THENCE NORTH 29°56'20" WEST, 196.29 FEET; THENCE NORTH 32°21'57" WEST, 199.21 FEET; THENCE NORTH 29°42'29" WEST, 115.21 FEET; THENCE NORTH 42°54'35" WEST, 603.21 FEET; THENCE NORTH 51°38'18" WEST, 220.23 FEET; THENCE NORTH 11°19'36" WEST, 60.75 FEET TO THE POINT OF BEGINNING, CONTAINING 1.912 ACRES, MORE OR LESS, IN THE TOWNSHIP OF SUGAR GROVE, KANE COUNTY, ILLINOIS.

(SAUER PARCEL THREE EASEMENT)

THAT PART OF THE EAST HALF OF THE SOUTHEAST QUARTER OF SECTION 28 AND THAT PART OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 27, ALL IN TOWNSHIP 38 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SAID SECTION 28; THENCE WEST ALONG THE NORTH LINE OF THE SAID SOUTHEAST QUARTER, 108.80 FEET FOR THE POINT OF BEGINNING; THENCE SOUTH 27°47'48" EAST, 98.40 FEET; THENCE SOUTH 28°10'14" EAST, 199.81 FEET; THENCE SOUTH 23°17'43" EAST, 199.12 FEET; THENCE SOUTH 25°07'45" EAST, 200.95 FEET; THENCE SOUTH 25°41'50" EAST, 199.84 FEET; THENCE SOUTH 25°05'08" EAST, 198.67 FEET; THENCE SOUTH 10°37'18" EAST, 196.85 FEET; THENCE SOUTH 02°06'33" WEST, 199.56 FEET; THENCE SOUTH 13°50'37" WEST, 197.71 FEET; THENCE SOUTH 39°16'18" WEST, 199.36 FEET; THENCE SOUTH 53°10'06" WEST, 212.37 FEET; THENCE SOUTH

55°48'17" WEST, 214.78 FEET; THENCE SOUTH 27°47'37" WEST, 186.96 FEET; THENCE SOUTH 30°30'37" WEST, 261.92 FEET; THENCE SOUTH 34°06'52" WEST, 170.51 FEET; THENCE SOUTH 38°31'11" WEST, 182.25 FEET TO THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 28; THENCE WEST ALONG SAID SOUTH LINE, 64.62 FEET; THENCE NORTH 38°31'11" EAST, 221.26 FEET; THENCE NORTH 34°06'52" EAST, 167.01 FEET; THENCE NORTH 30°30'37" EAST, 259.16 FEET; THENCE NORTH 27°47'37" EAST, 198.25 FEET; THENCE NORTH 55°48'17" EAST, 226.11 FEET; THENCE NORTH 53°10'06" EAST, 205.12 FEET; THENCE NORTH 39°16'18" EAST, 181.98 FEET; THENCE NORTH 13°50'37" EAST, 181.29 FEET; THENCE NORTH 02°06'33" EAST, 188.85 FEET; THENCE NORTH 10°37'18" WEST, 184.93 FEET; THENCE NORTH 25°05'08" WEST, 192.06 FEET; THENCE NORTH 25°41'50" WEST, 199.82 FEET; THENCE NORTH 25°07'45" WEST, 202.00 FEET; THENCE NORTH 23°17'43" WEST, 197.79 FEET; THENCE NORTH 28°10'14" WEST, 197.85 FEET; THENCE NORTH 27°47'48" WEST, 123.98 FEET TO THE NORTH LINE OF THE SAID SOUTHEAST QUARTER; THENCE EAST ALONG THE SAID NORTH LINE, 56.09 FEET TO THE POINT OF BEGINNING, CONTAINING 3.585 ACRES, MORE OR LESS, IN THE TOWNSHIP OF SUGAR GROVE, KANE COUNTY, ILLINOIS.

(SAUER PARCEL FOUR EASEMENT)

THAT PART OF THE EAST HALF OF THE NORTHEAST QUARTER OF SECTION 33 TOWNSHIP 38 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF THE EAST HALF OF THE NORTHEAST QUARTER OF SAID SECTION 33; THENCE EAST ALONG THE SECTION LINE, 697.11 FEET FOR THE POINT OF BEGINNING; THENCE CONTINUING EAST ALONG SAID SECTION LINE, 64.62 FEET; THENCE SOUTH 38°31'11" WEST, 114.55 FEET; THENCE SOUTH 45°38'15" WEST, 51.46 FEET; THENCE SOUTH 46°25'17" WEST, 200.28 FEET; THENCE SOUTH 42°41'09" WEST, 206.34 FEET; THENCE SOUTH 41°59'48" WEST, 200.00 FEET; THENCE SOUTH 38°27'38" WEST, 204.02 FEET; THENCE SOUTH 32°43'28" WEST, 186.08 FEET TO THE WEST LINE OF THE EAST HALF OF SAID SECTION 33; THENCE NORTH ALONG SAID WEST LINE, 91.31 FEET; THENCE NORTH 32°43'28" EAST, 112.18 FEET; THENCE NORTH 38°27'38" EAST, 208.07 FEET; THENCE NORTH 41°59'48" EAST, 201.85 FEET; THENCE NORTH 42°41'09" EAST, 208.27 FEET; THENCE NORTH 46°25'17" EAST, 201.57 FEET; THENCE NORTH 45°38'15" EAST, 48.00 FEET; THENCE NORTH 38°31'11" EAST, 70.51 FEET TO THE POINT OF BEGINNING, CONTAINING 1.270 ACRES, MORE OR LESS, ALL IN THE TOWNSHIP OF SUGAR GROVE, KANE COUNTY, ILLINOIS.

(SAUER PARCEL 5 EASEMENT)

THAT PART OF THE WEST HALF OF THE NORTHEAST QUARTER OF SECTION 33, TOWNSHIP 38 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF THE WEST HALF OF THE NORTHEAST QUARTER OF SAID SECTION 33; THENCE SOUTH ALONG THE EAST LINE OF THE WEST HALF OF SAID

NORTHEAST QUARTER, 778.60 FEET FOR THE POINT OF BEGINNING; THENCE CONTINUING SOUTH ALONG SAID EAST LINE, 91.31 FEET; THENCE SOUTH 32°43'28" WEST, 128.62 FEET; THENCE SOUTH 01°19'54" EAST, 1,180.65 FEET; THENCE SOUTH 16°12'08" WEST, 96.47 FEET; THENCE SOUTH 15°50'21" WEST, 196.10 FEET; THENCE SOUTH 16°11'31" WEST, 195.20 FEET; THENCE SOUTH 16°28'33" WEST, 25.90 FEET TO THE SOUTH LINE OF THE WEST HALF OF THE NORTHEAST QUARTER OF SAID SECTION 33; THENCE WEST ALONG SAID SOUTH LINE, 52.37 FEET; THENCE NORTH 16°28'33" EAST, 41.36 FEET; THENCE NORTH 16°11'31" EAST, 194.93 FEET; THENCE NORTH 15°50'21" EAST, 196.11 FEET; THENCE NORTH 16°12'08" EAST, 88.92 FEET; THENCE NORTH 01°19'54" WEST, 1,188.25 FEET; THENCE NORTH 32°43'28" EAST, 220.34 FEET TO THE POINT OF BEGINNING, CONTAINING 2.154 ACRES, MORE OR LESS, ALL IN THE TOWNSHIP OF SUGAR GROVE, KANE COUNTY, ILLINOIS.

(RATOS EASEMENT)

THAT PART OF THE SOUTHEAST QUARTER OF SECTION 33, TOWNSHIP 38 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE CENTER LINE OF JERICHO ROAD WITH THE EAST LINE OF THE WEST HALF OF SAID SOUTHEAST QUARTER; THENCE NORTHERLY ALONG SAID EAST LINE, 1045.32 FEET TO THE NORTHEAST CORNER OF SAID WEST HALF; THENCE WESTERLY ALONG THE NORTH LINE OF SAID SOUTHEAST QUARTER, 214.84 FEET FOR THE POINT OF BEGINNING; THENCE SOUTH 16°28'38" WEST, 164.28 FEET; THENCE SOUTH 16°17'30" WEST, 197.01 FEET; THENCE SOUTH 16°25'22" WEST, 196.51 FEET; THENCE SOUTH 16°16'03" WEST, 195.79 FEET; THENCE SOUTH 08°19'59" WEST, 112.00 FEET; THENCE SOUTH 81°40'01" EAST, 15.00 FEET; THENCE SOUTH 08°19'59" WEST, 28.12 FEET; THENCE NORTH 72°45'53" WEST, 45.55 FEET; THENCE NORTH 08°19'59" EAST, 135.13 FEET; THENCE NORTH 16°16'03" EAST, 197.92 FEET; THENCE NORTH 16°25'22" EAST, 196.52 FEET; THENCE NORTH 16°17'30" EAST, 197.02 FEET; THENCE NORTH 16°28'33" WEST, 154.97 FEET TO THE NORTH LINE OF SAID SOUTHEAST QUARTER; THENCE EASTERLY ALONG THE SAID NORTH LINE, 31.42 FEET TO THE POINT OF BEGINNING, CONTAINING 0.620 ACRES, MORE OR LESS, IN SUGAR GROVE TOWNSHIP, KANE COUNTY, ILLINOIS.

Section 4. A public hearing shall take place on October 25th, 2011 at 6:00 PM at the Village of Sugar Grove Village Hall, at which time the public shall have an opportunity to ask questions regarding the Project and the Special Assessment.

Section 5. This Resolution is made pursuant to the Authority granted by section 9-2-9 of the Illinois Municipal Code, 65 ILCS 5/9-2-9.

Section 6. Nothing herein shall be construed to obligate the Village Board to pass said Special Assessment or obligate the Village to fund any improvements. Moreover, nothing herein shall

limit the ability of the Village to seek contribution or compel others to fund said improvements in whole or in part in lieu of any Special Assessment funding which may be established.

Section 7. This Resolution shall be filed immediately in the office of the Village Clerk, and shall be transcribed into the records of the Board.

PASSED AND APPROVED by the President and Board of Local Improvements of the Village of Sugar Grove, Kane County, Illinois, this _____ day of _____, 2011.

President of the Board of Local Improvements
of the Village of Sugar Grove, Kane
County, Illinois

	Aye	Nay	Absent	Abstain
Mark Bushnell	___	___	___	___
Anthony Speciale	___	___	___	___
President P. Sean Michels	___	___	___	___

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: BRENT M. EICHELBERGER, VILLAGE ADMINISTRATOR
SUBJECT: MALLARD POINT/ROLLING OAKS AREA DRAINAGE PROJECT
AGENDA: NOVEMBER 1, 2011
DATE: OCTOBER 28, 2011

ISSUE

Should the Village approve various items related to the Mallard Point/Rolling Oaks Area Drainage Project.

DISCUSSION

The Mallard Point/Rolling Oaks Area Drainage Project has been discussed numerous times over several years. This report assumes the reader has full knowledge of the previous discussions and the project. Additional information, if needed, is available on the Village's web site.

The Project is planned to be funded through a combination of Village funds, a contribution from Kane County and a Special Assessment on property in Mallard Point/Rolling Oaks.

The Special Assessment process required a Board of Local Improvement (BOLI) convene and take certain action. At their meeting on Tuesday 10/25/11 the BOLI made the necessary approvals. The five items listed on the 11/1/11 Village Board Regular Meeting Agenda relate to the action of the BOLI and are the next steps in the Project. The Village Attorneys will provide more detailed information on the five items before and at the 11/1/11 meeting.

A presentation was made at the 10/25/11 BOLI meeting that updated the status of the Project. The presentation is available on the Village's web site under Community Links, Homeowners Associations and Information, Mallard Point/Rolling Oaks. Key points are as follows:

- The project budget is currently \$1.78 - \$1.91M.
- Kane County's contribution remains at \$171K up front.

- The Village's contribution (to be paid up front) will increase from \$589K to \$690K if project costs rise to the upper limit of the current budget.
- The residential contribution remains capped at \$75,500 annually or \$121 for a townhome and \$394 for a single family home.
- The project has IDNR, IEPA and Kane County approval. Army Corps of Engineers (ACOE) approval is pending.
- The necessary easements have been agreed to in principle with details to be finalized.
- Project bid packets have been released with bids due in mid November.
- Court approval of the Special Assessment, finalization of the easements, ACOE approval and acceptable bids are the primary remaining items before construction can begin.
- If the remaining items are concluded in a favorable manner construction could be completed as early as next spring.

COST

The Village's share of project costs are estimated in total at \$589 - \$690K.

RECOMMENDATION

That the Board approve the five items listed in the furtherance of the Mallard Point/Rolling Oaks Area Drainage Project.

RESOLUTION
DECLARING OFFICIAL INTENT REGARDING CERTAIN
CAPITAL EXPENDITURES TO BE REIMBURSED FROM PROCEEDS
OF AN OBLIGATION

WHEREAS, the Village of Sugar Grove, Kane County, Illinois (the "Issuer"), has developed a list of projects related to Special Assessment ("SA") for Mallard Point (the "Projects") described in Exhibit A hereto; and

WHEREAS, all or a portion of the expenditures relating to the Projects (the "Expenditures") (i) have been paid within the sixty days prior to the date of this Declaration or (ii) will be paid - on or after the date of this Declaration; and

WHEREAS, the Issuer reasonably expects to reimburse itself for the Expenditures with the proceeds of an obligation:

Now, THEREFORE, Be It and It is Hereby Resolved by the Village Board of the Village of Sugar Grove, Kane County, Illinois, as follows:

Section 1 . The Issuer reasonably expects to reimburse the Expenditures with proceeds of an obligation.

Section 2. The maximum principal amount of the obligations expected to be issued for the Projects within the last sixty days or prior to enactment of the SA for Mallard Point is not in excess of three million dollars (\$3,000,000). Additional funds may be expended following the enactment of the SA up to and including three million dollars (\$3,000,000).

Section 3. All actions of the officers, agents and employees of the Issuer that are in conformity with the purposes and intent of this Declaration, whether taken before or after the adoption hereof, are hereby ratified, confirmed and adopted.

Section 4. This Declaration is made pursuant to Treasury Regulations Section 1.150-2.

Section 5. Nothing herein shall be construed to obligate the Village to pass said SA or obligate the Village to fund any improvements. Moreover, nothing herein shall limit the ability of the Village to seek contribution or compel others to fund said improvements in whole or in part in lieu of any SA funding which may be established.

Section 6. This Declaration shall be filed immediately in the office of the Village Clerk.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, this _____ day of _____, 2011.

President of the Board of Trustees
of the Village of Sugar Grove, Kane
County, Illinois

ATTEST: _____

Clerk, Village of Sugar Grove

	Aye	Nay	Absent	Abstain
Trustee Mari Johnson	___	___	___	___
Trustee Thomas Renk	___	___	___	___
Trustee Rick Montalto	___	___	___	___
Trustee Robert E. Bohler	___	___	___	___
Trustee David Paluch	___	___	___	___
Trustee Kevin M. Geary	___	___	___	___
President P. Sean Michels	___	___	___	___



200 Alder Drive
North Aurora, IL 60542

Phone: (630) 892-8620 Fax: (630) 897-8387

October 26, 2011
Village of Sugar Grove
601 Heartland Dr.
Sugar Grove

Job: Administration

630 466-7508 ex. 13 Geoff Payton

Proposal

We Propose hereby to furnish material and labor - complete in accordance with specifications below.

Note: This proposal may be withdrawn if not accepted within 20 days.

Proposal submitted by Gary Lemke. 630 892-8620 ex. 23

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specification below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Install broadloom carpet, style Structure, glued direct to floor in open office area, three private offices and one storage room.	\$4,797.00
Install 4" vinyl straight base.	\$917.00
Remove old glued down carpet and haul away.	\$1,199.00
Remove old vinyl base and haul away.	\$214.00
Remove and reset partitions. Quote from outside contractor.	\$3,700.00

NOTE: All furniture and equipment to be removed before installers arrive.

OPTION to upgrade;
Install modular carpet tile in lieu of broadloom carpet. ADD \$2945.00

Unless otherwise stated, this bid does not include moving any furniture or equipment, prep time, cleanup to start the job, or removal of existing flooring. Any additional work that is necessary to complete the job, but not specified in the contract will incur a charge that will be added to the final bill.

Proposal Total without options: \$10,827.00

Acceptance of Proposal -- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment due 30 days from installation. NO tax.

Signature and date accepted:



200 Alder Drive
North Aurora, IL 60542

Phone: (630) 892-8620 Fax: (630) 897-8387

October 26, 2011
Village of Sugar Grove
601 Heartland Dr.
Sugar Grove

Job: Board Room

630 466-7508 ex. 13 Geoff Payton

Proposal

We Propose hereby to furnish material and labor - complete in accordance with specifications below.

Note: This proposal may be withdrawn if not accepted within 20 days.

Proposal submitted by Gary Lemke. 630 892-8620 ex. 23

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specification below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Install broadloom carpet, style Structure, glued direct to floor in Board Room.	\$3,184.00
Install 4" vinyl straight base.	\$309.00
Remove old glued down carpet and haul away.	\$793.00
Remove old vinyl base and haul away.	\$72.00

NOTE: All furniture and equipment to be removed before installers arrive.

OPTION to upgrade;

Install modular carpet tile in lieu of broadloom carpet. ADD \$1932.00

Unless otherwise stated, this bid does not include moving any furniture or equipment, prep time, cleanup to start the job, or removal of existing flooring. Any additional work that is necessary to complete the job, but not specified in the contract will incur a charge that will be added to the final bill.

Proposal Total without options: \$4,358.00

Acceptance of Proposal -- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment due 30 days from installation.

NO tax.

Signature and date accepted:

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: ANTHONY SPECIALE, PUBLIC WORKS DIRECTOR
GEOFF PAYTON, STREETS & PROPERTIES SUPERVISOR
SUBJECT: DISCUSSION: CARPET REPLACEMENT FOR VILLAGE HALL
AGENDA: NOVEMBER 1, 2011 COMMITTEE OF THE WHOLE MEETING
DATE: OCTOBER 26, 2011

ISSUE

Should the Village Board replace the carpeting in Village Hall.

DISCUSSION

At the July 5, 2011 Committee of the Whole Meeting, the need to repair or replace the carpet in the Board Room at the Village Hall was discussed. At that time, Staff was instructed to investigate the cost associated with replacing all the carpet in Village Hall. The current carpet has been in service for some time and the adhesive under the carpet has begun to deteriorate. The loose spots in the adhesive have caused the carpet to rise, creating uneven walking surfaces. Staff learned that stretching and gluing the existing carpet was not a feasible option due to the age and condition of the carpet.

Three separate quotes, one for the Board Room, one for the Administration offices and one for the Police Department offices were received. All three quotes include removal and haul away of the old carpet, installation of new carpet, and replacement of the vinyl baseboards. The Administration offices quote also includes removal and resetting of the partitions. The quotes are attached for review.

The Board Room cost for a one piece replacement is approximately \$4,358.00. The cost to replace the carpet with 2' x 2' carpet tiles (standard size for commercial applications) is approximately \$6,290.00. This is a little more than the original estimate in July because the need to replace the vinyl baseboards was added.

The Administration offices cost for a one piece replacement are approximately \$10,827.00. The cost to replace the carpet with 2' x 2' carpet tiles is approximately \$13,772.00. This quote includes utilizing a contractor to remove and reset the partitions.

The Police Department offices cost for a one piece replacement are approximately \$4,112.00. The cost to replace the carpet with 2' x 2' carpet tiles is approximately \$5,687.00. This quote also includes the replacement of the vinyl baseboards.

The combined cost to complete all three areas is \$19,297.00 for a one piece replacement and \$25,749.00 for the 2' x 2' carpet squares option.

COST

The estimated cost to complete the carpet replacement was not budgeted for in the FYE 12 Budget.

RECOMMENDATION

That the Village Board discuss the Village Hall carpet replacement and direct staff by consensus of a recommendation.

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: RICHARD YOUNG, COMMUNITY DEVELOPMENT DIRECTOR
MIKE FERENCAK, VILLAGE PLANNER
SUBJECT: DISCUSSION: REQUEST FOR REZONING OF A PARCEL OF
LAND ALONG DENNY ROAD
AGENDA: NOVEMBER 1, 2011 COMMITTEE OF THE WHOLE MEETING
DATE: OCTOBER 28, 2011

ISSUE

Should the Village Board consider a request for Rezoning for a parcel of land located along the north side of Denny Road, approximately 1,200 feet east of Bliss Road.

DISCUSSION

The applicants, Joshua and Jennifer Reinert, are requesting Rezoning from OR-2 Office Research District to E-1 Estate Residential District so that they may construct a home on the site in approximately five years.

The parcel proposed for rezoning is a 5.46 acre portion of one of the parcels included in the Cerny Annexation Agreement, which expired April 22, 2011.

Joshua and Jennifer Reinert are the current owners of the 5.46 acre parcel as of August 12, 2011. A Preliminary and Final Plat is not required with this project due to a State Plat Act exemption.

On December 21, 2010, the question of land uses along Denny Road, specifically as it relates to this property, was discussed with the Village Board. The Board was in favor of the rezoning at that time.

The existing land uses is agricultural. The proposed land use of estate residential would not be consistent with the Comprehensive Plan which designates this site as Single Family Residential. However, the property to the east is designated on the Comprehensive Plan as Estate Residential. The background and details of the project can be found in the Plan Commission's staff report (attached).

A public hearing was held on this request on October 19, 2011 in front of the Plan Commission. There were no questions from the public. The Plan Commission recommended approval of the Rezoning by a vote of 6-0 with the following condition (staff had not proposed any conditions originally):

1. That the appropriate right-of-way for Denny Road, a northern east-west road, and the I-88 / Bliss Road interchange ramp be dedicated at this time, subject to Village Attorney review.

At this time staff will also include the following conditions:

2. That the applicant installs a connection to the Village's water system at the time of construction of the future house.
3. That the applicant installs a connection to the Village's sewer system at the time that a sewer line exists within 200 feet of the property.
4. That parkway trees be provided at the time of construction of the future house.

Note: At the time of the writing of this report, the property owners are considering acceptance of these conditions and will follow up with staff prior to final Village Board action on November 15th.

The following items are attached for your information:

1. Draft Minutes of the October 19, 2011 Plan Commission Meeting (not yet available)
2. Staff Report to the October 19, 2011 Plan Commission
3. Area Map
4. Plat of Survey

COSTS

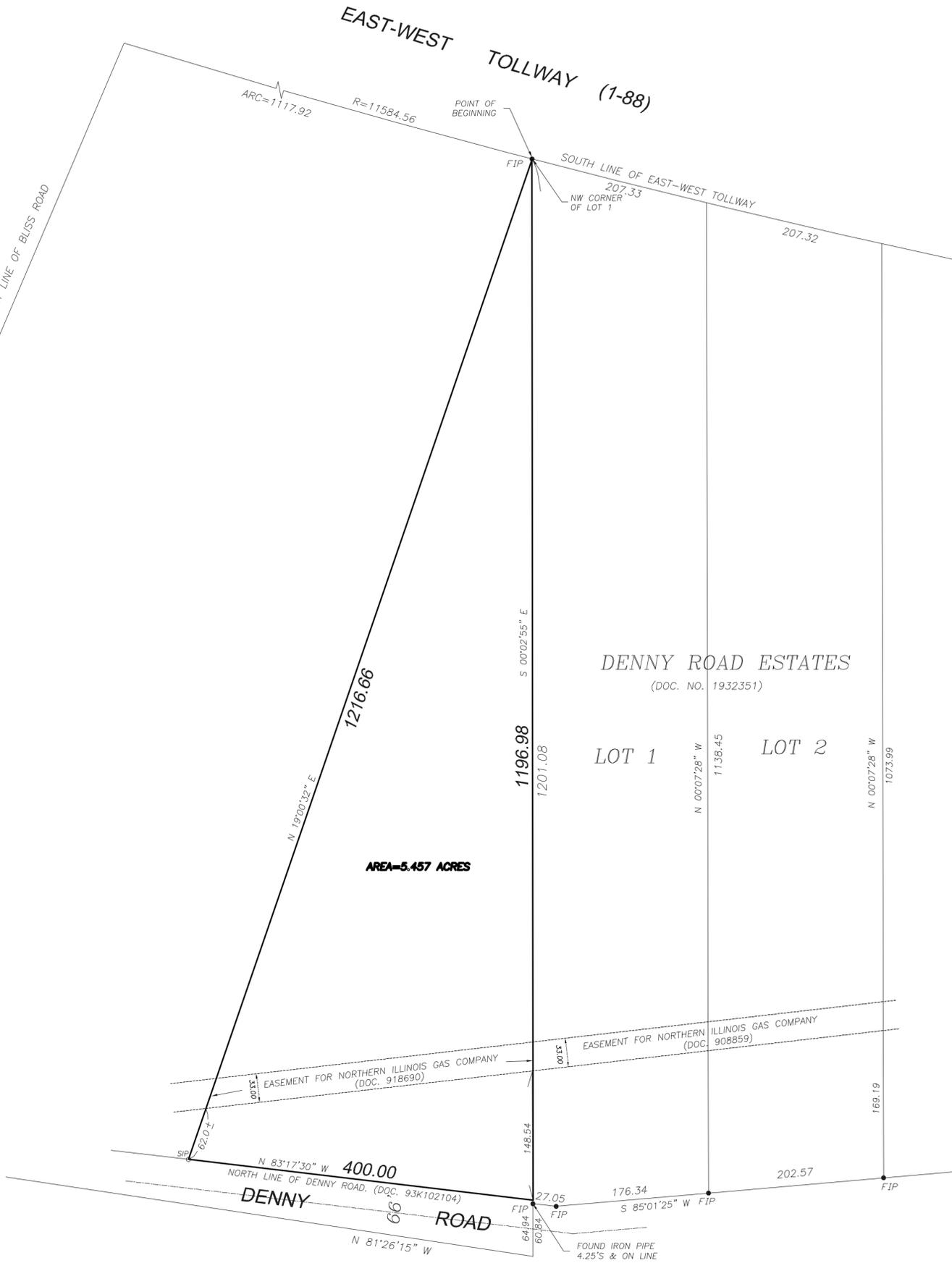
There is no cost associated with this proposal. All costs have been or will be paid for by the petitioner.

RECOMMENDATION

That the Board by consensus place the Rezoning request on a regular Village Board meeting for approval with the condition recommended by the Plan Commission.

PLAT OF SURVEY

THAT PART OF THE SOUTH HALF OF SECTION 3, TOWNSHIP 38 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF LOT 1 IN DENNY ROAD ESTATES, A SUBDIVISION RECORDED SEPTEMBER 16, 1988 AS DOCUMENT NO. 1932351; THENCE SOUTH 00 DEGREES 02 MINUTES 55 SECONDS EAST ALONG THE WEST LINE OF LOT 1, A DISTANCE OF 1196.98 FEET, TO THE NORTH LINE OF DENNY ROAD AS DEDICATED BY DOC. NO. 93K102104; THENCE NORTH 88 DEGREES 17 MINUTES 30 SECONDS WEST, ALONG THE NORTH LINE OF SAID DENNY ROAD, A DISTANCE OF 400.00 FEET; THENCE NORTH 19 DEGREES 00 MINUTES 32 SECONDS EAST, A DISTANCE OF 1216.66 FEET TO THE POINT OF BEGINNING, IN SUGAR GROVE TOWNSHIP, KANE COUNTY, ILLINOIS



STATE OF ILLINOIS } S.S.
COUNTY OF DU PAGE }

THIS IS TO CERTIFY THAT I, AN ILLINOIS LAND SURVEYOR, HAVE SURVEYED THE PROPERTY DESCRIBED ABOVE AND THAT THE ANNEXED PLAT IS A CORRECT REPRESENTATION OF SAID SURVEY.
THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.
GIVEN UNDER MY HAND AND SEAL AT WHEATON, ILLINOIS, THIS 29TH DAY OF JULY, A.D., 2011.

ORDERED BY: MULHERIN, REHELDT ORDER NO. 11 D 019 FILE NO. 110124

LAMBERT & ASSOCIATES
LAND SURVEYORS
955 WEST LIBERTY DR., WHEATON, IL. 60187
PHONE: (630) 653-6331 FAX: (630) 653-6396

● = FOUND IRON STAKE
○ = SET IRON STAKE

ILLINOIS LAND SURVEYOR NO. 1863
REFER TO DEED OR GUARANTEE POLICY FOR RESTRICTIONS NOT SHOWN ON SURVEY.
ALL DIMENSIONS ARE SHOWN IN FEET AND DECIMALS THEREOF.
COMPARE ALL POINTS BEFORE BUILDING AND REPORT ANY APPARENT DISCREPANCIES TO THE SURVEYOR.

**STAFF REPORT TO THE SUGAR GROVE PLANNING COMMISSION
FROM MIKE FERENCAK, PLANNER**

GENERAL CASEFILE INFORMATION

Commission Meeting Date: October 19, 2011

Petition Number: 11-014

Project Name: Denny Road Estate Lot

Petitioner: Joshua & Jennifer Reinert

Request: 1. Rezoning from OR-2 Office Research District to E-1 Estate Residential District, pursuant to Section 11-13-11 Amendments of the Sugar Grove Zoning Ordinance.

Location: Along north side of Denny Road, approximately 1200' east of Bliss Road

Parcel Number(s): Part of 14-03-300-017

Size: 5.46 acres (parent parcel is 40.41 acres)

Street Frontage: Approximately 400 feet along Denny Road

Current Zoning: OR-2 Office Research District

Contiguous Zoning: NORTH: (across I-88) unincorporated Kane County F Farming District
SOUTH: (across Denny Road) R-2 Single-Family Detached Residential District
EAST: E-1 Estate Residential District, unincorporated Kane County E-3 Estate Residential District
WEST: OR-2 Office Research District (parent parcel)

Current Land Use: Agricultural

Contiguous Land Use: NORTH: (across I-88) Agricultural
SOUTH: (across Denny Road) Single Family Residential
EAST: Agricultural (future SGFPD Station 2)
WEST: Agricultural (parent parcel)

Comp. Plan Designation: Single Family Residential

Exhibits: Rezoning Application

Responses to Rezoning Standards / Statement
Public Hearing Notice
Publication confirmation
Mailing confirmation (available in CD Dept.)
Sign confirmation photo
Area Map
Plat of Survey

CHARACTER OF THE AREA

The subject property is located north of Windstone subdivision and immediately west of the future site of Sugar Grove Fire Protection District Station 2. The character of the area is currently residential and agricultural.

DEVELOPMENT PROPOSAL

The Planning Commission will consider the following request:

1. Rezoning from OR-2 Office Research District to E-1 Estate Residential District, pursuant to Section 11-13-11 Amendments of the Sugar Grove Zoning Ordinance.

HISTORY

The parcel proposed for rezoning is a portion of one of the parcels included in the Cerny Annexation Agreement. The Cerny Annexation Agreement was signed April 22, 1991 and expired April 22, 2011. The Agreement required that the property be zoned OR-2. Upon Annexation on July 23, 2002, the property was zoned OR-2. This is also a portion of the property that Inland Development had been proposing to construct the Bliss Woods North subdivision in 2004 and the Carmen Crossing subdivision in 2008.

The applicant, Joshua and Jennifer Reinert, are the current owners of the 5.46 acre parcel as of August 12, 2011. This is confirmed by recorded deed. The deed also shows that the parcel was split by an allowed exemption from the subdivision requirements contained within the State's Plat Act. Therefore, a Preliminary and Final Plat is not required with this project. The applicants are only requesting Rezoning from OR-2 to E-1.

Staff first began discussions with the owners in October 2010 and discussions continued either with the applicant or amongst staff through February 2011. On December 21, 2010, the question of land uses along Denny Road, specifically as it relates to this property, was discussed with the Village Board. On August 10, 2011, staff received the submittal for Rezoning. Once confirmed complete, staff scheduled tonight's public hearing.

COMPREHENSIVE PLAN RECOMMENDATIONS

For future land use, the Comprehensive Plan designates the site as Single Family Residential. Contiguous area to the north, west, and south are designated Single Family Residential. Contiguous area to the east is designated Estate Residential.

ZONING ORDINANCE

The proposed Rezoning is being requested pursuant to Section 11-13-11 of the Sugar Grove Zoning Ordinance.

In order to grant the Rezoning or Map Amendment proposed, the site must meet certain standards listed in Section 11-13-11-F of the Sugar Grove Zoning Ordinance. These standards, and the status of each, are detailed below.

- a. The amendment promotes the public health, safety, comfort, convenience, and general welfare of the Village, and complies with the policies and comprehensive land use plan and other official plans of the Village.

The Rezoning to E-1 would not be consistent with the Comprehensive Plan as the site is shown as Single Family Residential, not Estate Residential. However, the Rezoning would be in general conformance with the Comprehensive Plan, as property to the east is designated as Estate Residential. It would also promote the public health, safety, comfort, convenience, and general welfare of the Village by not negatively impacting surrounding properties.

- b. The trend of development in the area of the subject property is consistent with the requested amendment.

The requested amendment to E-1 is consistent with the trend of development in the area as residential.

- c. The requested zoning permits uses which are more suitable than the uses permitted under the existing zoning classification.

Upon future development, the E-1 zoning would permit one home, which may be more suitable to this area than the existing OR-2 zoning.

- d. The amendment, if granted, will not alter the essential character of the neighborhood, and will not be a substantial detriment to adjacent property.

The proposed rezoning would not alter the essential character of the neighborhood as the majority of the area is currently residential. With proper buffering by the future fire station to the east, this future home site will not be detrimentally impacted.

EVALUATION

1. Comprehensive Plan – The proposed zoning is not consistent with the Comprehensive Plan designation of Single Family Residential. However, the zoning is consistent with the Comprehensive Plan designation of Estate Residential for the property immediately to the east. The proposed zoning would still seem to be in line with the general concept of the Comprehensive Plan.

2. Land Use – The rezoning would allow for the establishment of one estate residential home. The timeline for construction of this home is currently estimated at 5 years. The existing agricultural use would likely continue for some time. Agricultural use is not allowed in the OR-2 District, the E-1 District, or any district except the A-1 Agricultural District. The agricultural use also is not automatically grandfathered. The Zoning Ordinance requires that the nonconforming use be discontinued. The other option would be to request a Variance to continue the agricultural use in the mean time. Staff will also consider options for addressing this type of situation on this and other properties in the Village as part of Zoning Ordinance update work.

PUBLIC RESPONSE

Staff has had one inquiry from the public regarding this request at this time. The person just inquired as to what the request involved. Generally, the person did not have any concerns with it, but they were concerned about a home being located close to a potential future interchange at I-88 and Bliss Road. Staff has taken a photo of the public notice sign posted on the property. The applicant has provided confirmation of the newspaper publishing and certified mailings.

STAFF RECOMMENDATION

Staff recommends approval of the proposed Rezoning from OR-2 Office Research District to E-1 Estate Residential District.

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: RICHARD YOUNG, COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: DISCUSSION: CREATION OF A NEW LIGHT INDUSTRIAL ZONING DISTRICT
AGENDA: NOVEMBER 1, 2011 COTW MEETING
DATE: OCTOBER 28, 2011

ISSUE

Review of ideas for a new Light Industrial (I-1) Zoning District.

DISCUSSION

As part of continuing efforts to improve Sugar Grove's Zoning Ordinance, staff is working on text for a new I-1 Zoning District which could be added to the Ordinance. This is also in response to questions raised during the TIF public hearings regarding potential uses abutting residential areas. Landscape buffering and setback could provide the performance standards needed to address most concerns, however a new I-1 District may provide additional protection for a compatible transition from district to district. The primary issue is the list of what should or should not be included as permitted and special uses within the proposed district. Uses generally associated with a Light Industrial Districts in other communities include; office and administrative buildings, corporate headquarter, office parks and planned developments, retail and wholesale display rooms, research laboratories, contractor's offices and shops, union halls, training facilities, indoor equipment and machinery sales and service operations, indoor sports facilities and limited indoor production and storage facilities.

More intense uses would be are generally called out as special uses and must be approved by the Village Board following a public hearing before the Plan Commission.

Staff will provide the COTW with a matrix of all uses generally associated with Business Park, Office and Research and Industrial Uses at the meeting on September 20th.

COST

If a new district is established, the only costs involved will be that of the public hearing notice and a limited amount of attorney review time.

(10-4-11) UPDATE: Since the time of the last COTW Meeting Staff has completed the Matrix of all uses listed within the B-1, B-2, B-3, BP, OR-2 and M-1 District. Please review the attached and we will discuss with the COTW on 10-4-11.

UPDATE: At this point in time there have been only limited responses to the to the requested checklist survey. We would like to bring forward a draft text amendment to the Village Board before the end of the year and therefore ask for any additional input at this time.

RECOMMENDATION

That the Committee of the Whole discuss the idea of a proposed amendment and provide feedback to staff for a draft ordinance.



200 Alder Drive
North Aurora, IL 60542

Phone: (630) 892-8620 Fax: (630) 897-8387

October 26, 2011
Village of Sugar Grove
601 Heartland Dr.
Sugar Grove

Job: Police Area

630 466-7508 ex. 13 Geoff Payton

Proposal

We Propose hereby to furnish material and labor - complete in accordance with specifications below.

Note: This proposal may be withdrawn if not accepted within 20 days.

Proposal submitted by Gary Lemke. 630 892-8620 ex. 23

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specification below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Install broadloom carpet, style Structure, glued direct to floor in areas of existing carpet.	\$2,709.00
Install 4" vinyl straight base. Not in Squad Room-existing wood base to remain.	\$625.00
Remove old glued down carpet and haul away.	\$632.00
Remove old vinyl base and haul away.	\$146.00

NOTE: All furniture and equipment to be removed before installers arrive.

OPTION to upgrade;
Install modular carpet tile in lieu of broadloom carpet. ADD \$ 1575.00

Unless otherwise stated, this bid does not include moving any furniture or equipment, prep time, cleanup to start the job, or removal of existing flooring. Any additional work that is necessary to complete the job, but not specified in the contract will incur a charge that will be added to the final bill.

Proposal Total without options: \$4,112.00

Acceptance of Proposal -- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment due 30 days from installation. NO tax.

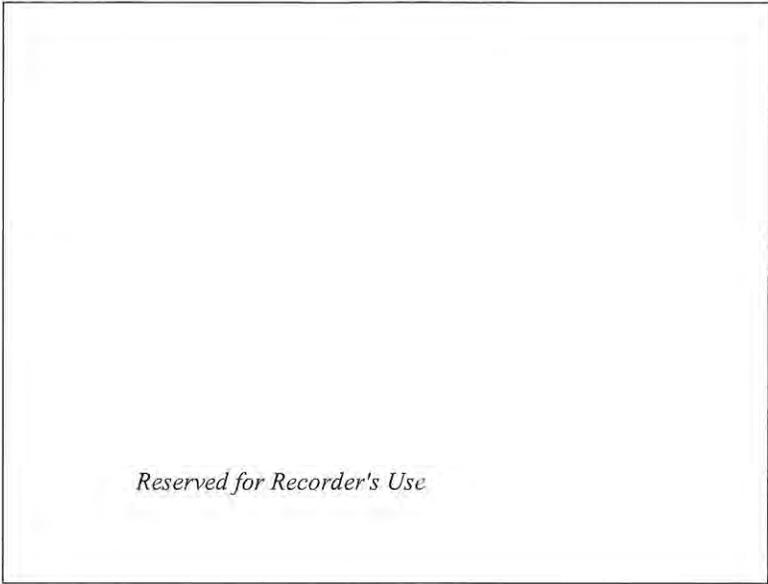
Signature and date accepted:

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

Prepared by:

Steven A. Andersson
Mickey, Wilson, Weiler, Renzi & Andersson,
P.C.
2111 Plum Street, Suite 201
Aurora, IL 60506

Return to after recording:
Village Clerk
Village of Sugar Grove
10 Municipal Drive
Sugar Grove, IL 60554



Reserved for Recorder's Use

Lot by Lot Amendment to Annexation Agreement

RW/KW

9th day of September, 2011 (Hannaford Farm Subdivision Lot 53)

This Amendment to Annexation Agreement (the "Amendment"), is made and entered into this ~~20th~~ day of April, 2010, by and between the VILLAGE OF SUGAR GROVE, a municipal corporation (the "VILLAGE"); and Ryan and Kristina Walter owner of lot 53 as successor Developer and Owner of said lot (the "LOT OWNER" and/or "LOT DEVELOPER") individually referred to as "Party" and collectively referred to as "Parties."

WITNESSETH

53 RW KW

WHEREAS, LOT OWNER owns fee simple interest to the property which is legally described in **Exhibit "AA"**, attached hereto, consisting of lot ~~104~~, (the "LOT"), and which was the subject of an Annexation Agreement recorded on July 8th, 2004 in Kane County as Document number 2004K090340 (and subsequently amended); and,

WHEREAS, it is the desire of LOT OWNER and LOT DEVELOPER to amend the annexation agreement for this portion of the original development (pursuant to Section 16A) only to address changes in circumstances since the time of the original agreement was passed; and,

WHEREAS, due to the failure of the initial developer and owner of the property to complete the required public improvements, and the failure of the financial institution backing the Letters of Credit to provide the funds needed to completed these same improvements it falls to the successor LOT DEVELOPER/LOT OWNER to complete said public improvements pursuant to Section 16A and 18 of the original Annexation Agreement for the Property; and,

WHEREAS, in consideration of the negotiations between the Parties, the Parties have agreed that if the LOT OWNER/LOT DEVELOPER complies with all obligations of the annexation

agreement and pays to the Village an additional impact fee (as noted herein) to address this LOT OWNER's obligations for the Public Improvements and related improvements and expenses of development, the Village will allow the LOT OWNER to develop this Lot.

WHEREAS, all notices required by law relating to amending the original annexation agreement of the Property to the VILLAGE have been given to the persons or entities entitled to such notice pursuant to the applicable provisions of the Illinois Compiled Statutes; and,

WHEREAS, the Corporate Authorities of the VILLAGE have duly affixed and completed the time for a public hearing on this Amendment and pursuant to legal notice have held (or will have held prior to execution) such hearing thereon all as required by the provisions of the Illinois Compiled Statutes; and,

WHEREAS, in accordance with the powers granted to the VILLAGE by the provisions of 65 ILCS 5/11-15.1-1 through 15.1-5, inclusive, relating to Annexation Agreements, the parties hereto wish to enter into a binding Amendment to Annexation Agreement and to provide for various other matters related directly or indirectly to the annexation of the LOT as authorized by the provisions of said statutes; and,

NOW, THEREFORE, in consideration of the mutual covenants, agreements and conditions herein contained, and by authority of and in accordance with the aforesaid statutes of the State of Illinois, the parties agree as follows:

1. SECTION 24 CREATED.

Section 24 is hereby created to read as follows:

Prior to this amendment of the annexation agreement for this property, the LOT OWNER/LOT DEVELOPER was responsible for various improvements and related expenses listed on **Exhibit BB**. In lieu of completion of said items listed on **Exhibit BB**, the LOT OWNER/LOT DEVELOPER shall pay, at issuance of the building permit the amount of Eleven Thousand One Hundred dollars (\$11,100.00) (subject to the next paragraph of this Section 24), in satisfaction of this LOT's obligation for the items listed on **Exhibit BB**. LOT OWNER/LOT DEVELOPER shall otherwise comply with all remaining obligations of the Annexation Agreement and development ordinances of the Village. All remaining sections of the Annexation Agreement (and previous amendments, if applicable to this LOT) shall remain in full force and effect.

Until paid, the above referenced fee may be changed by the VILLAGE at its discretion as to amount and timing by adoption of a motion or resolution by the Village Board of Trustees. Said adjusted fee shall be effective 30 days after passage of said motion or resolution.

2. SECTION 25 CREATED.

Section 25 is hereby created to read as follows:

The Parties acknowledge and agree that the terms and conditions of this Amendment, including the payment of new fees, have been reached through a process of good faith negotiation, both by Parties and through counsel, and represent terms and conditions that are deemed by the Parties to be fair, reasonable, acceptable and contractually binding upon each of them and not affecting any other lot or owner other than the LOT, LOT DEVELOPER and LOT OWNER herein and that the VILLAGE is free to negotiate additional amendments (with the same or different terms) with other lot owners without affecting in any way, the validity or enforceability of this Amendment and Agreement. Further this Amendment shall not be construed to benefit any third party, nor act as a release of any other owner, developer or surety's obligations under the original annexation agreement, any amendments thereto, the ordinances of the Village, the Letters of Credit previously posted, the liability of the issuing bank(s) or the FDIC in its action relative to said sureties.

By entering into this agreement, the LOT OWNER/LOT DEVELOPER (and its successors and assigns) hereby waives and releases any and all claims against the VILLAGE, its officers, agents, consultants, and assigns for any and all claims or damages of any type or character, including the costs of defending any such claims or damages, (including reasonable attorney's fees for attorneys to be chosen at the discretion of the VILLAGE) as a result of the actions of the VILLAGE in filing lis pendens and notices of breach, denial of building permits or other actions taken by the VILLAGE to insure the cure of the breach of the Annexation Agreement.

2. SECTION 26 CREATED.

Section 26 is hereby created to read as follows:

The LOT OWNER and LOT DEVELOPER agree that prior to issuance of a building permit they shall execute and have recorded upon their LOT (and have their LOT subjected to said covenants) the covenants attached hereto as **Exhibit CC**.

3. SECTION 27 CREATED.

Section 27 is hereby created to read as follows:

The LOT OWNER/LOT DEVELOPER agree as condition of the issuance of the building permit and of this Amendment that LOT OWNER/LOT DEVELOPER shall install at its own expense, the required sidewalk and parkway tree requirements for the LOT in question. To the extent that said sidewalk and/or parkway tree already exist for said LOT, should the LOT OWNER/LOT DEVELOPER damage said sidewalk or parkway tree, it shall be responsible for repair and/or replacement of same. The LOT OWNER/LOT DEVELOPER agree as condition of the issuance of the building permit, and of this Amendment, that it shall also be responsible for insuring that the water service connections, sanitary service connections function to the Village standards (as determined by the Village Engineer) for said LOT and that the LOT OWNER/LOT DEVELOPER shall also be responsible for any and all parkway restoration for said LOT. LOT OWNER/LOT

free and voluntary act and deed of said Village for the uses and purposes set forth.

Given under my hand and official seal, this 9th day of September, 2011.

Notary Public

OWNER: LOT 53 NAME: Ryan and Kristina Walter

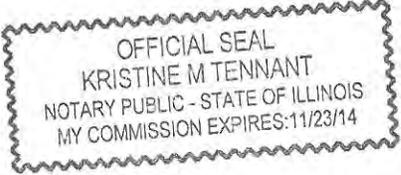
By: *Ryan Walter Kristina Walter*

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

I, the undersigned, a Notary Public in and for the County and State aforesaid, do hereby certify that Ryan and Kristina Walter, personally known to me to be the owner(s) of Lot 53 and personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledge that as such they signed and delivered the said instrument as their free and voluntary act for the uses and purposes set forth.

Given under my hand and official seal, this 9th day of September, 2011.

Kristine M Tennant
Notary Public



LIST OF EXHIBITS

- | | |
|------------|-----------------------------------------------------------------------------------------------|
| Exhibit AA | Legal Description of Lot |
| Exhibit BB | List of Public Improvements being addressed for this Lot only by payment of an additional fee |
| Exhibit CC | Covenants to be recorded against Lot |

EXHIBIT AA

Legal Description

Lot 53 in Hannaford Farm Subdivision Unit 1, being a subdivision of part of the southeast quarter of Section 4 and the northeast quarter of Section 9, Township 38 north, Range 7 east of the third principal meridian, according to the plat thereof recorded December 14, 2004 as Document No. 2004K159382, in Kane County, Illinois.

Commonly known as: 1800 Hunter's Ridge Lane, Sugar Grove, PIN: 14-04-451-003

EXHIBIT BB

Hannaford Farm

The improvements include some grading to accommodate the overland flow route, sanitary sewer manhole repairs and adjustments, valve vault and fire hydrant repairs and adjustments, storm sewer and structure repairs, adjustments and installation, curb and gutter repairs, pavement patching and replacement as required, surface course installation on roadways of the internal subdivision and Denny Road, minor sidewalk repairs, signage repairs and replacement, streetlight repairs, landscaping, minor restoration within the right of way adjacent to common areas, bike path repairs, additional bike path installation and replacement along Wheatfield and Redbud, soil erosion control necessary to complete these improvements, record drawing preparation, and fees associated with engineering, attorney, and snowplowing for the Hannaford Farm subdivision.

EXHIBIT CC

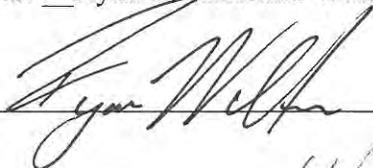
Conditions Covenants and Restrictions (CCR's)

IRREVOCABLE OFFER

DATE: SEPTEMBER 9, 2011

The undersigned, Ryan Walter and Kristina Walter, has executed the Attached Amendment to Annexation Agreement for LOT 53 (Exhibit A) of the Hannaford Farms subdivision in the Village of Sugar Grove, Illinois. In consideration of the Village's willingness to accept payment of certain fees and issue a building permit prior to Exhibit A being formally approved by both parties, we hereby make our offer (evidenced by execution of the Exhibit A) to enter into the aforementioned Amendment irrevocable until the Village Board either formally accepts or formally denies our offer of the aforementioned Amendment.

Printed Names: Ryan and Kristina Walter

Signatures: 





**VILLAGE OF SUGAR GROVE
KANE COUNTY, ILLINOIS**

ORDINANCE NO. 20111101A

**AN ORDINANCE AUTHORIZING EXECUTION OF AN
AMENDED ANNEXATION AGREEMENT FOR THE
VILLAGE OF SUGAR GROVE, KANE COUNTY, ILLINOIS
(HANNAFORD FARMS 1800 HUNTERS RIDGE LANE)**

Adopted by the
Board of Trustees and President
of the Village of Sugar Grove
this 1st day of November, 2011

Published in Pamphlet Form
by authority of the Board of Trustees
of the Village of Sugar Grove, Kane County,
Illinois, this 1st day of November, 2011

VILLAGE OF SUGAR GROVE

ORDINANCE NO. 20111101

**AN ORDINANCE AUTHORIZING EXECUTION OF AN
AMENDED ANNEXATION AGREEMENT FOR THE
VILLAGE OF SUGAR GROVE, KANE COUNTY, ILLINOIS
(HANNAFORD FARMS—1800 HUNTERS RIDGE LANE)**

BE IT ORDAINED by the Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

WHEREAS, the Village of Sugar Grove is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution and, pursuant to the powers granted to it under 65 ILCS 5/1-8 *et seq.*; and,

WHEREAS, the territory previously annexed consists of approximately less than one acre and legally described in **Exhibit A** attached hereto and incorporated herein by reference (hereinafter referred to as the Property which is in the corporate limits of the Village of Sugar Grove (hereinafter referred to as the Village); and,

WHEREAS, the owner desires that the terms set forth in the amended annexation agreement attached hereto as **Exhibit A** be agreed to by the Village and approved by the corporate authorities; and,

WHEREAS, the corporate authorities of the Village has held a public hearing on the proposed amended agreement, similar in form and substance to the agreement attached hereto, pursuant to notice by publication in a newspaper of general circulation in the Village being not less than 15 days nor more than 30 days prior to said public hearing; and,

WHEREAS, the corporate authorities have approved this agreement; and,

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

SECTION ONE: AMENDED ANNEXATION AGREEMENT

That the amended annexation agreement entered into by and between the Village of Sugar Grove and the Owners (set forth in **Exhibit "B"**), setting forth terms and conditions relating to the amendment of the annexation agreement for the territory described in **Exhibit A** is hereby incorporated by reference in this ordinance as if fully set forth in the body hereof, a copy of which is attached hereto as **Exhibit A**. Said **Exhibit "B"** is hereby approved and the Village President and Clerk are hereby authorized to execute said agreement on behalf of the Village of Sugar Grove.

SECTION TWO: RECORDING AND NOTICE

The Village Clerk is hereby authorized to record this ordinance along with all exhibits in the Office of the Recorder of Kane County.

SECTION THREE: GENERAL PROVISIONS

REPEALER: All ordinances or portions thereof in conflict with this annexation ordinance are hereby repealed.

SEVERABILITY: Should any provision of this ordinance be declared invalid by a court of competent jurisdiction, the remaining provisions will remain in full force and effect the same as if the invalid provision had not been a part of this ordinance.

EFFECTIVE DATE: This ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois this 1st day of November, 2011.

P. Sean Michels,
President of the Board of Trustees
of the Village of Sugar Grove, Kane
County, Illinois

ATTEST: _____
Cynthia L. Galbreath
Clerk, Village of Sugar Grove

	Aye	Nay	Absent	Abstain
Trustee Mari Johnson	___	___	___	___
Trustee Thomas Renk	___	___	___	___
Trustee Rick Montalto	___	___	___	___
Trustee Robert E. Bohler	___	___	___	___
Trustee David Paluch	___	___	___	___
Trustee Kevin M. Geary	___	___	___	___

Exhibit A

LOT 53 HANNAFORD FARM UNIT 1, BEING A SUBDIVISION OF PART OF THE SOUTHEAST QUARTER SECTION 4 AND THE NORTHEAST QUARTER OF SECTION 9, TOWNSHIP 38 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 14, 2004, AS DOCUMENT NO. 2004K159382, IN KANE COUNTY, ILLINOIS.

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: RICHARD YOUNG, COMMUNITY DEVELOPMENT DIR.
SUBJECT: AUTHORIZING EXECUTION OF AN ANNEXATION
AGREEMENT AMENDMENT FOR HANNAFORD FARMS LOT
53
AGENDA: NOVEMBER 1, 2011 REGULAR VILLAGE BOARD MTG.
DATE: OCTOBER 28, 2011

ISSUE

Following a Public Hearing to amend the Hannaford Farms Annexation Agreement on a lot by lot basis for 1800 Hunters Ridge Lane (Lot 53) within the Hannaford Farm Development the Village Board needs to consider approval of the annexation agreement amendment.

DISCUSSION

As noted in the Public Hearing report for the above referenced, in as much as it has been determined by the Village Board, that in order to address changes in circumstances since the time of the original annexation agreement was approved, the Village must require, on a lot by lot basis, amendments to the annexation agreement in order ultimately allow for vacant lot owners to be issued a building permit. Because of the failure of the initial developer and owner of the property to complete the required public improvements and the failure of the bank backing the Letter of Credit to provide the funds needed to complete the public improvements, this responsibility now falls to the successor (lot developer/lot owner) to complete these improvements as out lined in the original annexation agreement for the development. Therefore, in order to provide the funds needed for these public improvements, the lot owner agrees to the aforementioned annexation agreement amendment for this lot and to pay the Village an additional impact fee to address the successor lot owner obligations.

ATTACHMENTS

1. The Lot by Lot Amendment to the Annexation Agreement (Hannaford Farm Subdivision Lot 53) with Exhibits
2. Irrevocable Offer Date 9-9-11 from the property owner.
3. An Ordinance Authorizing Execution of an Annexation Agreement (1800 Hunters Ridge Lane, Hannaford Farm Subdivision Lot 53)

COST

There are estimated costs of \$500 for Village Attorney fees associated with this item.

RECOMMENDATION

That the Village Board approved the Ordinance Authorizing the Execution of an Annexation Agreement for 1800 Hunters Ridge Lane, Hannaford Farm Lot 53.

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: RICHARD YOUNG, COMMUNITY DEVELOPMENT DIR.
SUBJECT: PUBLIC HEARING FOR A PROPOSED ANNEXATION AGREEMENT AMENDMENT FOR HANNAFORD FARMS LOT 53
AGENDA: NOVEMBER 1, 2011 REGULAR VILLAGE BOARD MTG.
DATE: OCTOBER 28, 2011

ISSUE

A Public Hearing Notice has been published in order to amend the Hannaford Farms Annexation Agreement on a lot by lot basis for 1800 Hunters Ridge Lane which Lot 53 within the Hannaford Farm Development.

DISCUSSION

In as much as it has been determined by the Village Board, that in order to address changes in circumstances since the time of the original annexation agreement was approved, the Village must require, on a lot by lot basis, amendments to the annexation agreement in order ultimately allow for vacant lot owners to be issued a building permit. Because of the failure of the initial developer and owner of the property to complete the required public improvements and the failure of the bank backing the Letter of Credit to provide the funds needed to complete the public improvements, this responsibility now falls to the successor (lot developer/lot owner) to complete these improvements as outlined in the original annexation agreement for the development. Therefore, in order to provide the funds needed for these public improvements, the lot owner agrees to the aforementioned annexation agreement amendment for this lot and to pay the Village an additional impact fee to address the successor lot owner obligations.

Following a public hearing on this matter, the Village Board must review and act on a proposed amendment to the annexation agreement which would

COST

There are estimated costs of \$1000 for the Publication Costs and Village Attorney fees associated with this item.

RECOMMENDATION

That the Village Board open, hear any testimony and close the public hearing.

VILLAGE OF SUGAR GROVE
MEMO

TO: BRENT M. EICHELBERGER, VILLAGE ADMINISTRATOR
FROM: JUSTIN VANVOOREN, FINANCE DIRECTOR
SUBJECT: 2011 PROPERTY TAX LEVY PROCESS
DATE: OCTOBER 7, 2011

It is that time again when the Village, as well as all taxing bodies in the State, establishes its property tax levy for 2011. The Village must pass the Tax Levy Ordinance and file the Ordinance with the County Clerk's office no later than Tuesday, December 27, 2011. During the beginning of the following calendar year, the County Clerk's office extends taxes. The Village will then receive tax collections from Kane County in various installments from May 2012 through November 2012.

There are two State Statute provisions that affect the Village's tax levy process. The first provision is what is commonly known as the "Tax Cap". In the early 1990's, State legislators approved the Property Tax Limitation Act, which provides that operating levy increases cannot exceed the Consumer Price Index increase for the prior calendar year, plus new growth. New growth consists of annexations of property and new building activity. For the 2011 tax levy, the CPI is 1.5%. New growth is even more difficult to determine during the economic downturn.

Because the Village and similar taxing bodies are not in a position to precisely estimate new growth, a consistent means of developing the tax levy is to increase the prior year levy by an over-inflated amount. The taxing bodies do this because if a taxing body's assumption on growth is too low, the taxing body loses the revenue increase related to those properties forever. During the tax extension process, the County will then decrease the proposed levies to the maximum amount allowed under the Tax Cap.

The second State Statute provision that affects the levy process is what is known as the Truth in Taxation Act. The Act provides that if the proposed property tax levy, excluding the debt portion, exceeds the prior year's property tax extension (excluding debt) by more than 5%, then the Village must meet certain public hearing and notice/publication requirements outlined in the Act. In addition, the amount of the proposed property tax levy, regardless of size, must be announced at least 20 days prior to passage of the Tax Levy Ordinance.

Based upon the above provisions, I have prepared a tax levy totaling \$3,996,795.15 that reflects a 34.12% increase over the 2010 tax levy extension. This year's levy amount includes \$1,587,155.00 in General Obligation Bonds that will be abated in the current year. Based upon prior experience and the current economic situation, the actual levy amount extended and collected should be approximately 2% above last year's levy extension. Details of the proposed tax levy can be found on the attached spreadsheet.

The schedule for passage of the tax levy is as follows:

Date	Action
November 1, 2011 Board Meeting	Announcement and presentation to the Village Board of the proposed tax levy in the amount of \$3,996,795.15.
November 3, 2011	Publish public hearing notice in the Elburn Herald
November 15, 2011 Board Meeting	Conduct the public hearing
December 6, 2011 Board Meeting	Pass Tax Levy and related Ordinances
December 13, 2011	File ordinances and Truth in Taxation Certificate with County Clerk's Office

Finally, be advised that for levy purposes the Village has five General Obligation Alternate Revenue Bonds outstanding; dated 2006, 2006A, 2008A, 2008B, and 2009. These bond issues use revenue sources other than property taxes to fund debt service payments; however, the bond issues have an ultimate funding backup of property taxes. State Law provides that each year, the Village must pass abatement ordinances so property taxes are not extended on the bond issues. Staff will place the Abatement Ordinances before the Board for consideration at the December 6, 2011 Board Meeting.

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

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: JUSTIN VANVOOREN, FINANCE DIRECTOR
SUBJECT: 2011 PROPOSED PROPERTY TAX LEVY ANNOUNCEMENT
AGENDA: NOVEMBER 1, 2011 REGULAR BOARD MEETING
DATE: OCTOBER 7, 2011

ISSUE

Should the Village announce and approve the estimated and proposed 2011 property tax levy.

DISCUSSION

State statute requires that the Village announce and approve its estimated and proposed 2011 property tax levy at least 20 days prior to the passage of the tax levy ordinance. The tax levy ordinance is scheduled for approval on December 6, 2011, in advance of the December 27, 2011 filing deadline.

Staff recommends that the Village Board announce and approve an estimated and proposed levy of \$3,996,795.15. After reductions for bond abatements and actual EAV adjustments, the estimated property taxes is \$1,404,476, which is 2% above the 2010 extension amount of \$1,376,937.

Attached are the memo describing the tax levy process and the spreadsheet used to calculate the tax levy.

COST

Costs associated with this item include the required publication notice, estimated to cost \$210. These costs will be deducted from account 01-56-6503, Publishing, which has a current balance remaining of \$586.

RECOMMENDATION

That the Board announce and approve the estimated and proposed 2011 property tax levy in the amount of \$3,996,795.15.

**NOTICE OF PROPOSED PROPERTY TAX LEVY
FOR THE VILLAGE OF SUGAR GROVE, ILLINOIS**

- I. A public hearing to approve a proposed property tax levy increase for the Village of Sugar Grove, Illinois for 2011 will be held on Tuesday, November 15, 2011 at 6:00 p.m. at the Sugar Grove Municipal Center, 10 South Municipal Drive, Sugar Grove, Illinois.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Brent Eichelberger, Village Administrator, 10 South Municipal Drive, Sugar Grove, IL (630) 466-4507.

- II. The corporate and special purpose property taxes extended for 2010 were \$1,376,937.22.

The proposed corporate and special purpose property taxes to be levied for 2011 are \$2,409,640.15. This represents a 75.00% increase over the previous year.

- III. The property taxes extended for debt service and public building commission leases for 2010 were \$0.00.

The estimated property taxes to be levied for debt service and public building commission leases for 2011 are \$0.00. This represents a 0.00% increase over the previous year.

- IV. The total property taxes extended or abated for 2010 were \$1,376,937.22.

The estimated total property taxes to be levied for 2011 are \$2,409,640.15. This represents a 34.12% increase over the previous year.

Cynthia L. Galbreath
Village Clerk
Village of Sugar Grove, IL

RESOLUTION NO. 20111101FD1

**RESOLUTION OF AUTHORIZATION TO ENTER INTO AGREEMENT
FOR THE PRODUCTION OF VILLAGE UTILITY BILLS WITH
THIRD MILLENNIUM ASSOCIATES, INC.**

BE IT RESOLVED, by the Board of Trustees of the Village of Sugar Grove, Kane County, Illinois as follows:

WHEREAS, a Utility Billing Productions Services agreement has been presented BY Third Millennium Associates, Inc; and

WHEREAS, the Village of Sugar Grove Board has determined that it is in the best interests of the Village to enter into this agreement amendment.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Sugar Grove, as follows:

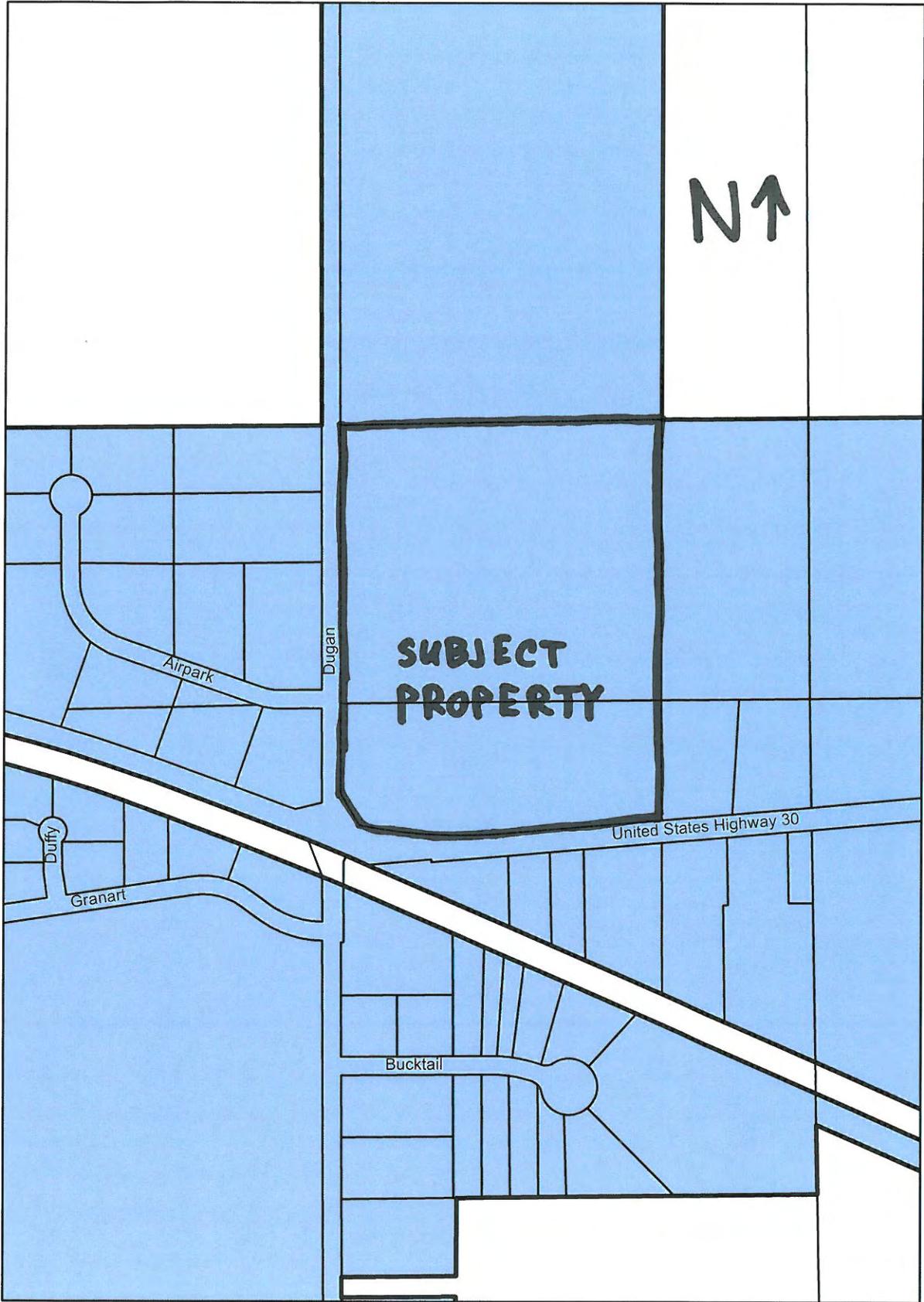
1. That the Village Administrator and/or the Finance Director are hereby authorized to sign all necessary forms and documents WITH Third Millennium Associates, Inc.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, on this 1st day of November, 2011.

P. Sean Michels, President of the Board of Trustees
of the Village of Sugar Grove, Kane County,
Illinois

	Aye	Nay	Absent
Trustee Bohler	_____	_____	_____
Trustee Paluch	_____	_____	_____
Trustee Johnson	_____	_____	_____
Trustee Montalto	_____	_____	_____
Trustee Renk	_____	_____	_____
Trustee Geary	_____	_____	_____

ATTEST: _____
Cynthia L. Galbreath,
Clerk, Village of Sugar Grove



N ↑

**SUBJECT
PROPERTY**

Airpark

Dugan

United States Highway 30

Duffy

Granart

Bucktail

OWNER: SCOT INDUSTRIES

3756 HIGHWAY 250 NORTH
P.O. BOX 0146
LONE STAR, TX 75668
(903) 639-2551 - ATTN. STEVE WILMETH

PROJECT: BUILDING ADDITION

1961 W US HWY. 30
SUGAR GROVE, IL

1014
SCOT INDUSTRIES
BUILDING ADDITION
1961 WEST U.S. HWY. 30
SUGAR GROVE, IL 60554

REVISIONS

NO.	DATE	REVISION
△	05-02-11	BUILDING DEPT. REVISION
△	05-11-11	DESIGN CLARIFICATION
△	07-11-11	PUMP HOUSE AND TRENCHES
△	09-21-11	PUMP HOUSE SUBMITTAL
△		
△		

SITE LOCATION	CODE REFERENCE	SYMBOLS	SHEET INDEX																																																																																																																																																																																																																																	
	<p>Applicable Codes:</p> <ul style="list-style-type: none"> 1- 2006 International Building Code (2006 IBC) 2- 1997 Illinois Accessible Code 3- 2004 International Energy Conservation Code (2004 IECC) <p>Use and Occupancy Classification:</p> <p>Group B-2: Low-Hazard Storage (Metals, Metal Parts)</p> <p>Other Uses:</p> <ul style="list-style-type: none"> Group F-2: Factory Industrial Low Hazard - Manufacturing Area Metal Products (Fabrication & Assembly) Group B: Business (Office Area) <p>Building Height and Area: (Table 503) Type II B</p> <ul style="list-style-type: none"> Group B-2: Limited to 4 stories, 55' height, Max. Allow. Area = 26,000 s.f. Group B: Limited to 4 stories, 55' height, Max. Allow. Area = 29,000 s.f. Group F-2: Limited to 3 stories, 55' height, Max. Allow. Area = 18,000 s.f. <p>Area per Floor: (507) Unlimited Area Building Sprinklered Buildings, One Story. The area of a one-story, Group B, F, M or S buildings of other than Type V construction shall not be limited when the building is provided with an automatic sprinkler system throughout in accordance with the Section 903.3.1.1 and is surrounded and adjoined by public ways or yards not less than 60 feet in width.</p> <p>(508) Mixed Use and Occupancy (508.3.2) Non-separations uses</p> <p>Type of Construction: (602.3) Type II B</p> <p>Fire Resistance Ratings: (Table 601)</p> <table border="1"> <tr> <td>Structural frame</td> <td>0 hr.</td> </tr> <tr> <td>Bearing walls exterior</td> <td>2 hr.</td> </tr> <tr> <td>Bearing walls interior</td> <td>0 hr.</td> </tr> <tr> <td>Non-bearing walls exterior</td> <td>1 hr., distance x 1/2"</td> </tr> <tr> <td>Non-bearing walls interior</td> <td>0 hr.</td> </tr> <tr> <td>Floor construction</td> <td>0 hr.</td> </tr> <tr> <td>Roof construction</td> <td>0 hr.</td> </tr> </table> <p>Interior Finishes: (Table 603.5)</p> <table border="1"> <thead> <tr> <th>When Building is Sprinklered</th> <th>GROUP F & S</th> <th>GROUP B</th> </tr> </thead> <tbody> <tr> <td>Exit enclosures and exit passageways</td> <td>Class C</td> <td>Class B</td> </tr> <tr> <td>Corridors</td> <td>Class C</td> <td>Class C</td> </tr> <tr> <td>Rooms and enclosed spaces</td> <td>Class C</td> <td>Class C</td> </tr> </tbody> </table> <p>Fire Protection System: (903.5) Where required: Buildings classified as B & F-2 do not require Automatic Sprinkler System. The owner must comply with all requirements per Code if they choose to install it. (903.1.2) Where required: Buildings classified S-2 require Automatic Sprinkler System when: The Building is classified as enclosed parking garages in accordance with section 406.4 or where located beneath other groups. (906.9) Portable Fire extinguishers per IFC 906</p> <p>Building Capacity: (Table 1004.1.1)</p> <ul style="list-style-type: none"> Business Area Office: 100 gross s.f./occupant, 50, 6,450 s.f./100 gsf = 64.56; Max. Cap. = 65 persons / Actual Cap. = 26 pers. @ peak hours Industrial Area (Manufacturing): 100 gross s.f./occupant, 50, 55,500 s.f./100 gsf = 555; Max. Cap. = 555 persons / Actual Cap. = 34 pers. @ peak hours Warehouse Area (Mercantile - Storage, stock, shipping): Max. sf per occupant, 50, 172,220 s.f./500 gsf = 514.04; Max. Cap. = 514 persons / Actual Cap. = 0 pers <p>Egress Width: (Table 1009.1.1)</p> <ul style="list-style-type: none"> Group S, F & B = Building Capacity x 0.2, Where: 1194 persons x 0.2 = 238.8" 238" is required for min. width for egress. 36" wide doors is provided in the new addition, Total of new doors = 04 doors. <p>Exit Access: Group S, F & B (1014.3) Common path of egress travel = 75' but, Building is sprinklered - New Common Path = 100' (1016) Per Table 1016.1 Maximum travel distance, with sprinkler system Groups S-2 & F-2 = 400' Group B = 500' (1019) Per Table 1019.1 Minimum number of exits per floor, between 501-1000 persons = 3 Exits.</p> <p>Sanitary Fixture Requirements: (2402.1) Minimum Plumbing Fixtures</p> <table border="1"> <thead> <tr> <th>Group</th> <th>Water Closets</th> <th>Urinals</th> <th>Lavatories</th> <th>Service Sinks</th> </tr> </thead> <tbody> <tr> <td>Men:</td> <td>1/100 + 0.01</td> <td>-</td> <td>1/100 + 0.01</td> <td>-</td> </tr> <tr> <td>Women:</td> <td>1/100 + 0.01</td> <td>-</td> <td>1/100 + 0.01</td> <td>-</td> </tr> <tr> <td>Men:</td> <td>1/25 + 0.04</td> <td>-</td> <td>1/40 + 0.25</td> <td>-</td> </tr> <tr> <td>Women:</td> <td>1/25 + 0.04</td> <td>-</td> <td>1/40 + 0.25</td> <td>-</td> </tr> </tbody> </table>	Structural frame	0 hr.	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When Building is Sprinklered	GROUP F & S	GROUP B	Exit enclosures and exit passageways	Class C	Class B	Corridors	Class C	Class C	Rooms and enclosed spaces	Class C	Class C	Group	Water Closets	Urinals	Lavatories	Service Sinks	Men:	1/100 + 0.01	-	1/100 + 0.01	-	Women:	1/100 + 0.01	-	1/100 + 0.01	-	Men:	1/25 + 0.04	-	1/40 + 0.25	-	Women:	1/25 + 0.04	-	1/40 + 0.25	-	<p>SYMBOLS</p> <table border="1"> <tr> <td>△</td> <td>WINDOW</td> <td>△</td> <td>REVISIONS</td> </tr> <tr> <td>101A</td> <td>DOOR</td> <td>C.L.</td> <td>CENTER LINE</td> </tr> <tr> <td>4 AX 32</td> <td>INTERIOR ELEVATION</td> <td>P.L.</td> <td>PLATE</td> </tr> <tr> <td>1 AS 1 AS SHEET NO.</td> <td>DETAIL</td> <td>DIA.</td> <td>ROUND / DIAMETER</td> </tr> <tr> <td>1 AS 1 AS SHEET NO.</td> <td>SECTION</td> <td>⊕</td> <td>ELEVATION HEIGHTS</td> </tr> <tr> <td>⊕</td> <td>WALL TYPE</td> <td>●</td> <td>WALL HUNG FIRE EXTINGUISHER</td> </tr> <tr> <td>⊕</td> <td>COLUMN GRID</td> <td>⊗</td> <td>EXIT LIGHT</td> </tr> <tr> <td>ROOM NAME RM. 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<p>KEY PLAN</p>	<p>USES & OCCUPANCY</p> <p>LEGEND:</p> <ul style="list-style-type: none"> B Business: Office Area S-2 Low Hazard Storage: Storage, Stock & Shipping Area F-2 Low Hazard Occupancy: Metal Products - Fabrication & Assembly 	<p>ZONING</p> <p>SITE & BUILDING INFORMATION</p> <p>Site Address: 1961 W US HWY. 30, SUGAR GROVE, IL 60554 Site acreage: 34.146 ACRES Number of stories (above grade): ONE STORY Building Height: 34'-0" A.F.F. (High Rise @ new building addition) Zoning District: M-1 Limited Manufacturing District Use - Description: Assembly, with or without fabrication of parts</p> <p>Type of construction: II B Sprinklered Building YES Main Building Occupancy: GROUP S-2: Low Hazard Storage - Metals & Metal Parts Minor Building Occupancy: GROUP B (OFFICE) & Group F-2 (Manufacturing Area)</p> <p>Gross square feet - Building Facility: 242,721 sq.ft. Impervious Area: 447,770 sq.ft. Green Space: 1,251,422 sq.ft. Green Space %: 28.86% Gravel Area: N/A</p> <p>PARKING LOT INFORMATION</p> <p>Total employees: 66 - Number of shift: 5/ Max. persons @ shift change = 40 persons Stalls per Office space: Office Area: 6,450 s.f. - Zoning Ord. 3 stall / 1,000 s.f. = 18.46 Stalls per Light Industrial: Assembly Area: 55,500 s.f. - Zoning Ord. 1 stall / 1,000 s.f. = 55.50 Stalls per Warehouse: Storage Area: 180,730 s.f. - Zoning Ord. 1 stall / 2,000 s.f. = 90.36 Parking stalls shown = 70 stalls Parking stalls required = 168.32</p> <table border="1"> <thead> <tr> <th>Stall Description</th> <th>Exist.</th> <th>New</th> </tr> </thead> <tbody> <tr> <td>Standard Car - 9'0" x 18'0"</td> <td>41</td> <td>29</td> </tr> <tr> <td>Standard Car - 6'0" x 20'0"</td> <td>06</td> <td>06</td> </tr> <tr> <td>Accessible (See Site Plan)</td> <td>01</td> <td>02</td> </tr> <tr> <td>Trucks - Vans</td> <td>04</td> <td>-</td> </tr> <tr> <td>Totals</td> <td>54</td> <td>37</td> </tr> <tr> <td>Std. handicap accessible stalls</td> <td>00</td> <td>00</td> </tr> <tr> <td>Van handicap accessible stalls</td> <td>00</td> <td>00</td> </tr> <tr> <td>Number of bicycle stalls shown</td> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>Number of trees shown</td> <td>(SEE SHEET L-101)</td> <td></td> </tr> </tbody> </table> <p>** Owner apply for variance ** To Village of Sugar Grove PETITION 11-002</p>	Stall Description	Exist.	New	Standard Car - 9'0" x 18'0"	41	29	Standard Car - 6'0" x 20'0"	06	06	Accessible (See Site Plan)	01	02	Trucks - Vans	04	-	Totals	54	37	Std. handicap accessible stalls	00	00	Van handicap accessible stalls	00	00	Number of bicycle stalls shown	N/A	N/A	Number of trees shown	(SEE SHEET L-101)																																																																																																																																																																																																					
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RECEIVED
SEP 21 2011
BY:

ARNOLD AND O'SHERIDAN INC
CONSULTING ENGINEERS

SUBMITTALS

TO:	FOR:	DATE:
CITY	FIG. & PD	
CITY	ZONING REVISION	04-15-11
VILLAGE	BLDG. PLAN REVIEW	04-15-11
VILLAGE	PUMP HOUSE P. REVIEW	08-21-11

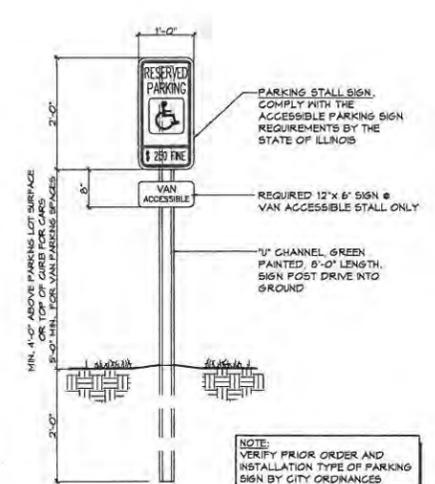
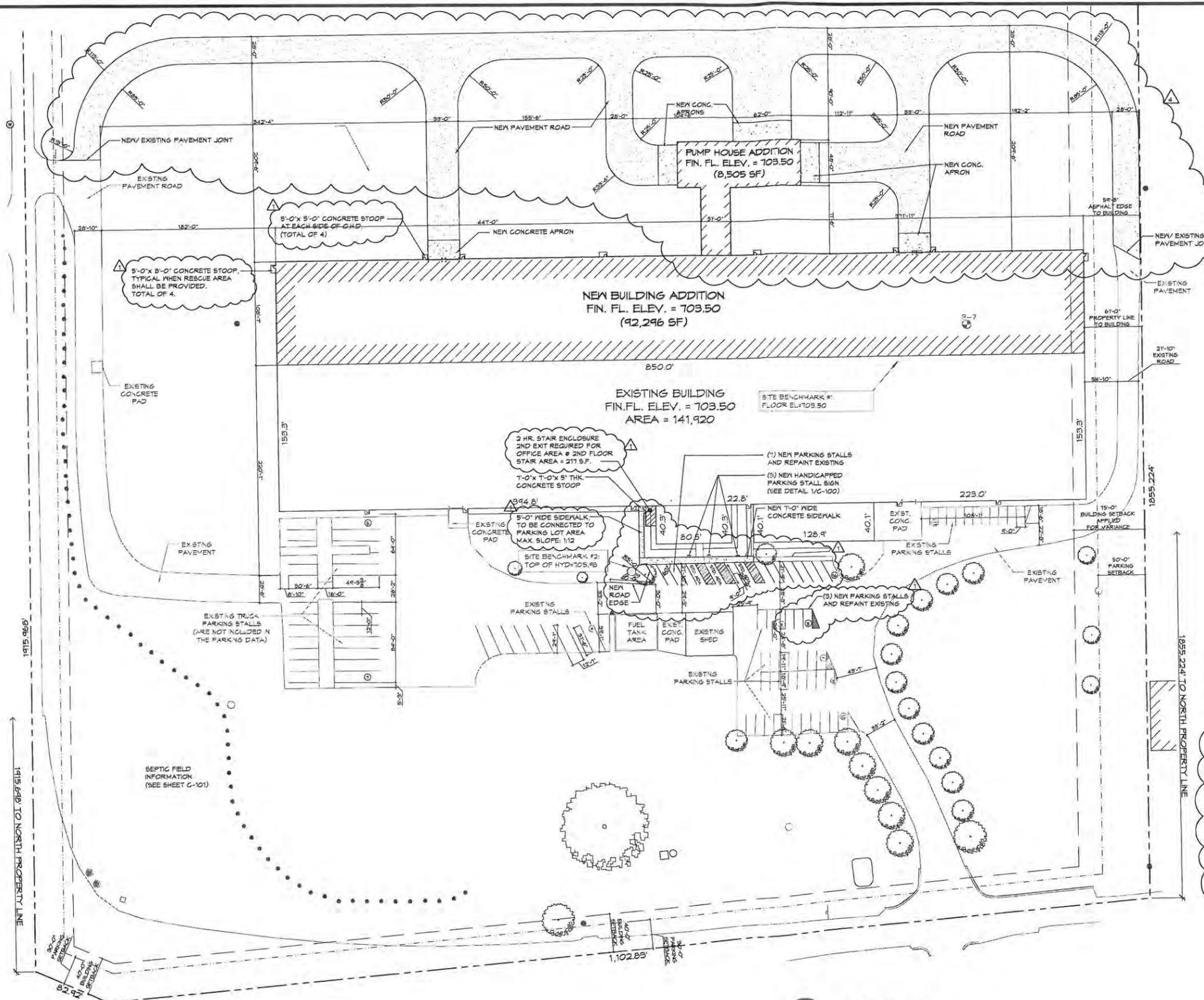
TITLE:
TITLE SHEET
DATE:
10/15/10

SHEET
T-100

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1014
SCOT INDUSTRIES
BUILDING ADDITION
1961 WEST U.S. HWY. 30
SUGAR GROVE, IL 60554

- REVISIONS
- | NO. | DATE | REVISION |
|----------|------|-------------------------|
| 05-02-11 | | BUILDING DEPT. REVISION |
| 05-11-11 | | DESIGN CLARIFICATION |
| 07-11-11 | | PUMP HOUSE AND TRENCHES |
| 09-21-11 | | PUMP HOUSE SUBMITTAL |



1 A.D.A. PARKING SIGN
C-100 SCALE: N.T.S.

SITE DATA

	SQ. FT.	ACRES	%
BUILDINGS (INCLUDED TWO STORES OFFICE AREA)	242,721.00	5.573	14.235
PAVEMENT & SIDEWALK	205,057.00	4.707	12.025
LANDSCAPING & OPEN SPACE	1,257,422.00	28.866	73.740
TOTAL	1,705,200.00	39.146	100.00

PARKING DATA

USE PER ORDINANCE	SQ. FT.	REQUIRED	EXISTING	NEW
LIGHT INDUSTRIAL AREA	55,500.00	1/1000 sq.ft. = 55.50	42	04
WAREHOUSE AREA	180,789.00	1/2000 sq.ft. = 90.36	04	00
OFFICE AREA	6,488.00	3/1000 sq.ft. = 19.46	08	07
		STALLS REQ'D = 165.32	54	11
TOTAL STALLS PROVIDED ON SITE PLAN = 70				

SUBMITTALS

TO:	FOR:	DATE:
CITY	ETG. & PDN.	
CITY	ZONING RE-SUBMITTAL	
VILLAGE BLDG.	PLAN REVIEW	04-19-11
VILLAGE PUMP HOUSE	P. REVIEW	03-21-11

TITLE:
SITE PLAN
DATE:
10/15/10

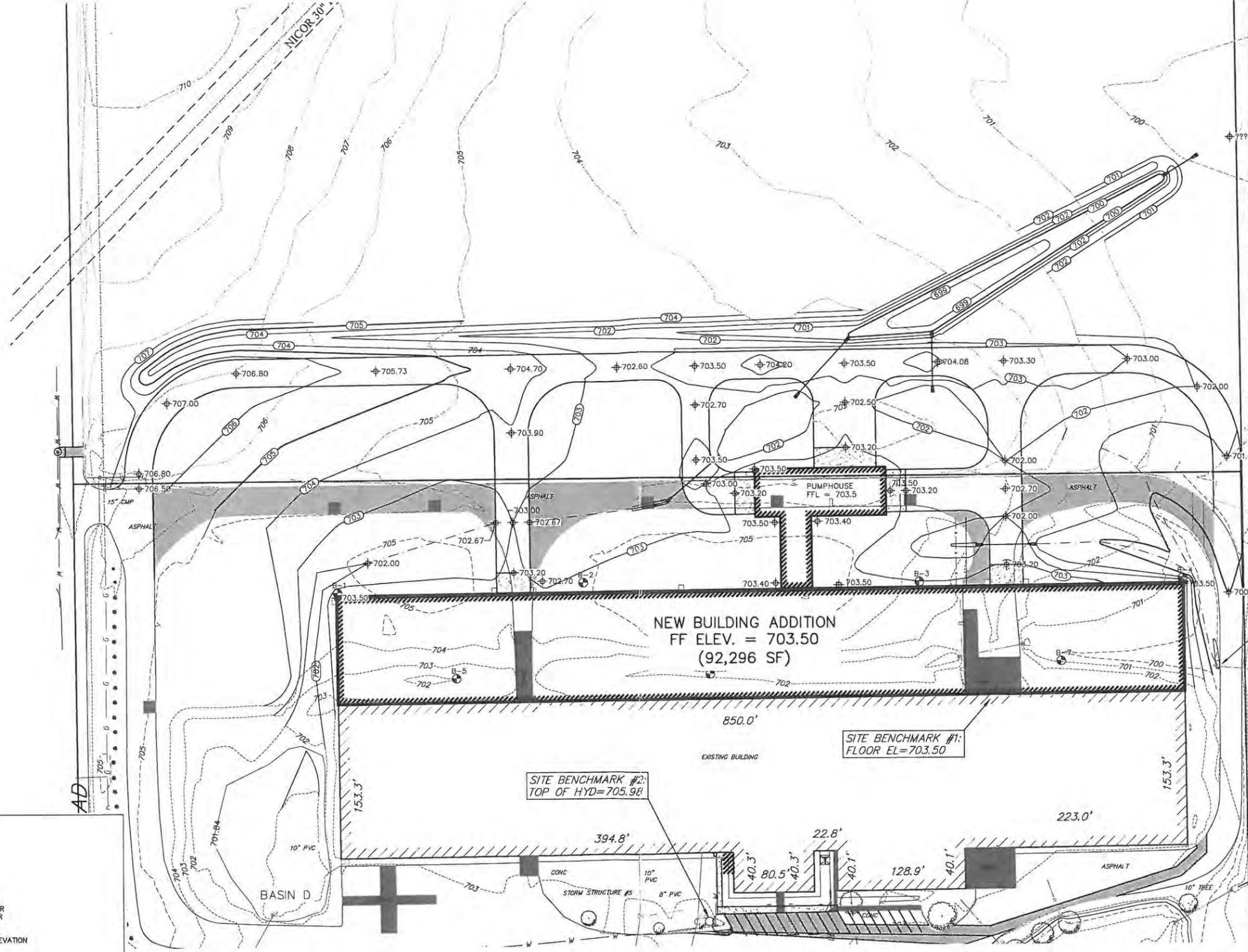


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1014
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 BUILDING ADDITION
 1961 WEST U.S. HWY. 30
 SUGAR GROVE, IL 60554

REVISIONS

NO.	DATE
△	
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△	
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PROPOSED LEGEND

- MAJOR CONTOUR
- MINOR CONTOUR
- SITE GRADE ELEVATION
- SILT FENCE
- DISTURBED LIMITS (TOTAL DEVELOPMENT AREA=5.76 AC)
- ASPHALT
- CONCRETE
- PROPOSED STORM SEWER (SIZE, IN INCHES NOTED)
- PROPOSED STORM SEWER END SECTION W/ RIPRAP
- STORM MANHOLE
- REMOVE EXISTING STORM SEWER

CONTACT JULIE AT 811 OR 800-892-0123
 With the following:
 County KANE
 City/Township SUGAR GROVE
 Sec & 1/4 Sec No. SEC 18, T38N R6E
 48 HOURS (2 working days) BEFORE YOU DIG

Call Before You Dig
1-800-892-0123
 ILLINOIS ONE-CALL SYSTEM

GRADING PLAN
 SCALE: 1" = 50' (24x36)

GRAPHIC SCALE FT
 0 25 50 100

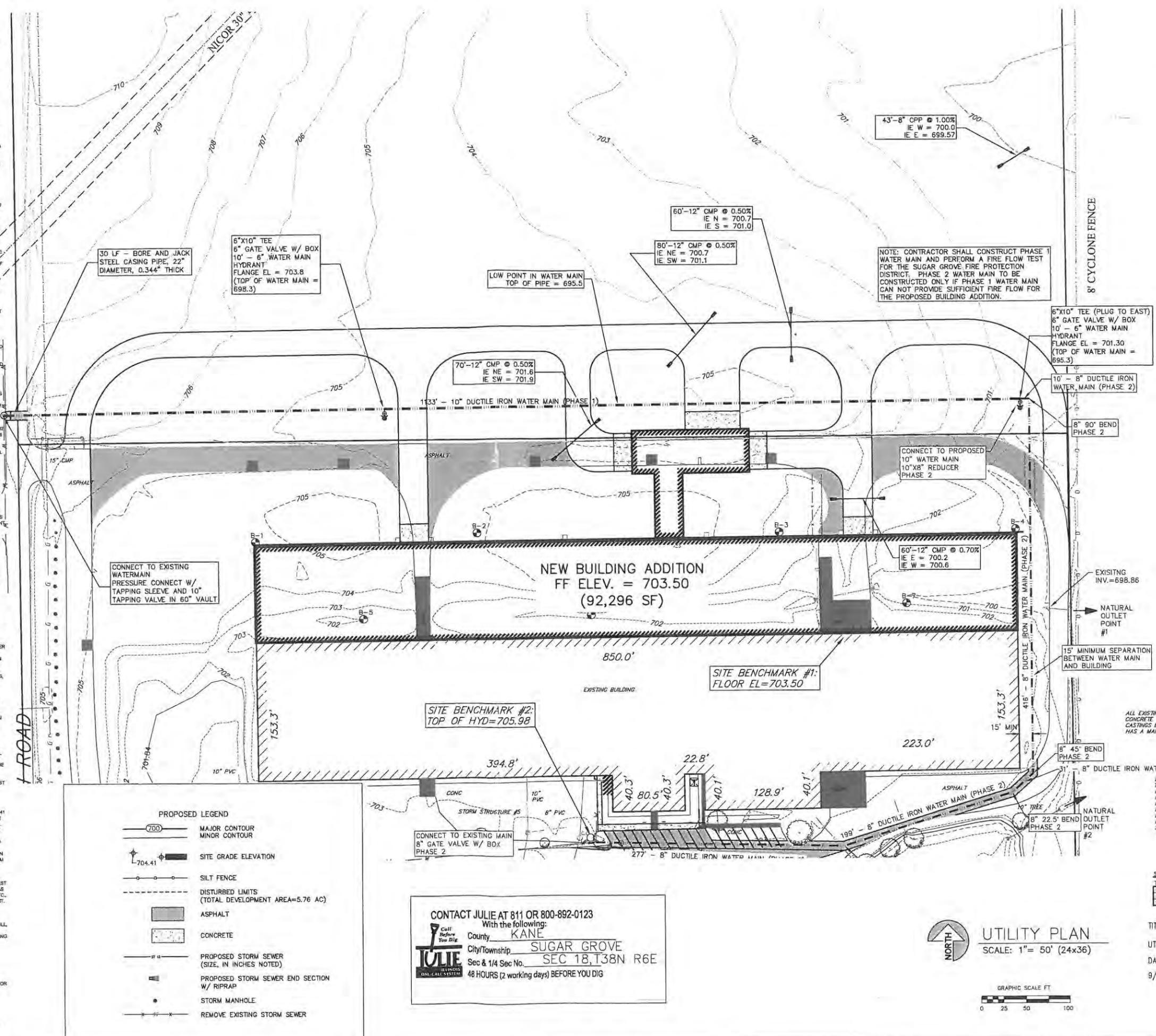
REVISIONS

TO:	FOR:	DATE:
CITY	ETG. & EDN	
CITY	ZONING RESUBMITTAL	
STATE	BLDG. PLAN REVIEW	

TITLE:
 GRADING PLAN
 DATE:
 8/03/11

VILLAGE OF SUGAR GROVE WATER MAIN CONSTRUCTION

1. ALL WATER MAIN CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR WATER AND SEWER MAIN CONSTRUCTION IN ILLINOIS, LATEST EDITION AND REVISIONS THEREOF, THESE IMPROVEMENT PLANS AND DETAILS, SPECIAL PROVISIONS AND IN ACCORDANCE WITH CODES AND ORDINANCES OF THE VILLAGE OF SUGAR GROVE, ILLINOIS. IN CASE OF CONFLICT WITH VILLAGE CODES, DRAWINGS, AND THESE STANDARD NOTES, THE VILLAGE ENGINEER SHALL BE CONTACTED TO CONFIRM WHICH IS CORRECT.
2. ALL WATER MAIN SHALL BE DUCTILE IRON PIPE CLASS 52 WITH EITHER MECHANICAL OR PUSH-ON JOINTS AND SHALL CONFORM TO ANSI A21.51, AWWA C151 AND ANSI A21.11, AWWA C111. PIPE SHALL BE MANUFACTURED IN THE UNITED STATES.
3. ALL FITTINGS SHALL BE COMPACT DUCTILE IRON AND SHALL CONFORM TO ANSI/AWWA C153A21.53-84. FITTINGS SHALL BE U.L. LISTED CLASS 550, TYLER, GRIFFIN OR APPROVED EQUAL. FITTINGS SHALL BE MANUFACTURED IN THE UNITED STATES.
4. ALL PIPE AND FITTINGS SHALL BE CEMENT LINED IN ACCORDANCE WITH ANSI/AWWA C104M21.4.
5. ALL FITTINGS SHALL BE MECHANICAL JOINT AND INSTALLED WITH RETAINER GLANDS UNLESS OTHERWISE SHOWN ON THE DRAWINGS.
6. LONG RADIUS CURVES, EITHER HORIZONTAL OR VERTICAL, MAY BE LAID WITH STANDARD PIPE BY DEFLECTIONS AT THE JOINTS. MAXIMUM DEFLECTIONS AT PIPE JOINTS AND LAYING RADII FOR THE VARIOUS PIPE LENGTHS SHALL BE IN ACCORDANCE WITH ANSI/AWWA C600. WHEN RUBBER GASKETED PIPE IS LAID ON A CURVE, THE PIPE SHALL BE JOINTED IN A STRAIGHT ALIGNMENT AND THEN DEFLECTED TO THE CURVED ALIGNMENT. TRENCHES SHALL BE MADE WIDER ON CURVES FOR THIS PURPOSE.
7. SLEEVES SHALL BE ROCKWELL D.I. COUPLING TYPE 441 OR EQUAL. SLEEVES SHALL BE PROVIDED AT LOCATIONS SHOWN ON THE PLANS OR AS REQUIRED. THE COST OF SLEEVES IS CONSIDERED AS INCIDENTAL TO THE COST OF THE PROJECT.
8. ALL GATE VALVES SHALL HAVE A NON-RISING STEM, SHALL HAVE A STANDARD OPERATING NUT AND SHALL OPEN IN A COUNTER-CLOCKWISE DIRECTION. GATE VALVES SHALL BE AMERICAN FLOW CONTROL SERIES 2500 DUCTILE IRON RESILIENT WEDGE GATE VALVES IN ACCORDANCE WITH AWWA C-515 STANDARD. ALL GATE VALVES SHALL BE INSTALLED IN VALVE VAULTS.
9. ALL VALVE BOXES SHALL BE HEAVY WALL HIGH DENSITY POLYETHYLENE AMERICAN FLOW CONTROL, TRENCH ADAPTERS, LIDS TO BE MARKED "WATER" (VALVE BOX EXTENSIONS IF REQUIRED) ARE CONSIDERED INCIDENTAL TO THE COST OF THE PROJECT. SLEEVES SHALL BE UTILIZED TO BACKFILL AROUND THE OPERATING NUT ON ALL VALVE BOXES TO PREVENT MUD FROM PENETRATING THE VALVE BOXES.
10. ALL HYDRANTS SHALL BE IN ACCORDANCE WITH SECTION FOUR (4) OF AWWA C502-54 STANDARD AND SHALL BE AN AMERICAN FLOW CONTROL WATERMETER PACER MODEL NO. W6-67-250 (BREAK AWAY STYLE TRAFFIC DESIGN) WITH ONE 4" STEAMER NOZZLE AND TWO 2 1/2" HOSE OUTLETS, OF WHICH THE THROUGH THE LEADS CONFORM WITH THE STANDARDS OF THE VILLAGE OF SUGAR GROVE, ILLINOIS. ALL HYDRANTS SHALL HAVE AN AUXILIARY GATE VALVE. HYDRANT INSTALLATIONS SHALL HAVE 5.5" DEPTH OF COVER. FIRE HYDRANTS SHALL BE PLACED 3' FROM THE BACK OF CURB TO THE CENTER OF THE HYDRANT, OR WHERE THERE IS NO CURB AND GUTTER, THE FACE OF THE PUMPER NOZZLE SHALL BE LOCATED FIVE FEET (5') FROM THE PAVED ROAD EDGE. COPPER LINES OF PUMPER NOZZLE SHALL BE EIGHTEEN INCHES (18") TO TWENTY INCHES (20") ABOVE FINISH GRADE LINE (SIDEWALK TO CURB).
11. ALL FIRE HYDRANTS SHALL BE FACTORY PAINTED.
12. ALL MECHANICAL JOINT FITTINGS, VALVES AND HYDRANTS SHALL BE RESTRAINED WITH RETAINER GLANDS. RETAINER GLANDS SHALL BE UNI-FLANGE SERIES 1400 WEDGE ACTION RETAINER GLAND.
13. ALL PRESSURE TAPS TO AN EXISTING VILLAGE MAIN SHALL BE MADE WITH AN AMERICAN FLOW CONTROL SERIES 2500 COMPACT DUCTILE IRON MECHANICAL JOINT TAPPING SLEEVE AND AN AMERICAN FLOW CONTROL SERIES 2500 DUCTILE IRON RESILIENT WEDGE TAPPING VALVE (W X F) AND SHALL BE CONSTRUCTED IN A FIVE (5) FOOT MINIMUM DIAMETER VALVE VAULT. ALL TAPS SHALL BE PERFORMED BY THE CONTRACTOR AFTER PAYMENT OF APPLICABLE CONNECTION FEES AND SHALL BE WITNESSED BY THE VILLAGE. THE VILLAGE ENGINEER SHOULD BE NOTIFIED 48 HOURS IN ADVANCE OF ANY TAP.
14. ALL TEES, BENDS, VALVES, AND FIRE HYDRANTS SHALL BE ADEQUATELY SUPPORTED WITH A CONCRETE BASE, AND SUPPORTED LATERALLY WITH PRECAST CONCRETE THRUST BLOCKING (NOT POURED-IN-PLACE) AGAINST UNDISTURBED EARTH.
15. ALL VERTICAL WATER MAIN ADJUSTMENTS SHALL BE ACCOMPLISHED BY DEFLECTION, NOT BENDS IN THE WATER MAIN.
16. ALL WATER SERVICES SHALL BE ONE (1) INCH DIAMETER TYPE "K" COPPER PIPE WITH COMPRESSION CONNECTIONS. NO JOINTS WILL BE ALLOWED BETWEEN THE CORPORATION STOP AND THE CURB STOP. MATERIAL AND INSTALLATION SHALL BE IN GENERAL ACCORDANCE WITH AWWA C-600. THE UNDERGROUND WATER SERVICE PIPE AND THE BUILDING SEWER SHALL BE NOT LESS THAN TEN FEET (10') APART HORIZONTALLY AND SHALL BE SEPARATED BY UNDISTURBED OR COMPACTED EARTH.
17. ALL CORPORATION STOPS, CURB STOPS, AND CURB BOXES SHALL BE AS FOLLOWS:
BRAND MUELLER SIZE 1" 1.5" 2" CORPORATION STOP B-25008 B-25008 CURB STOP B-25155 B-25155 B-25155 CURB BOX H-10302 H-10302-86007 H-10302-86007 FORD 1" 1.5" 2" CORPORATION STOP FB1000-4-Q FB1000-4-Q FB1000-7-Q CURB STOP B44-444-MQ B44-444-MQ B44-777-MQ CURB B502-55-67 B502-55-67 B502-55-67
18. THE BUFFALO BOXES SHALL BE SET IN THE PARKWAY BETWEEN THE BACK OF CURB AND THE SIDEWALK. LONG SERVICES SHALL BE SET AT THE MID-POINT BETWEEN THE BACK OF CURB. SHORT SERVICES SHALL BE SET ONE FOOT OFF OF THE SIDEWALK.
19. THE CONTRACTOR SHALL OBTAIN, ERECT, MAINTAIN AND REMOVE ALL SIGNS, BARRICADES, FLAGMEN AND OTHER CONTROL DEVICES AS MAY BE NECESSARY FOR THE PURPOSES OF REGULATING, WARNING OR GUIDING TRAFFIC, PLACEMENT AND MAINTENANCE OF ALL TRAFFIC CONTROL DEVICES SHALL BE IN ACCORDANCE WITH THE APPLICABLE PARTS OF ARTICLE 107.14 OF THE STANDARD SPECIFICATIONS AND THE ILLINOIS MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS. CONTRACTOR SHALL FURNISH A TRAFFIC CONTROL PLAN FOR IDOT OR VILLAGE APPROVAL IF REQUIRED.
20. ALL WORK AND MATERIALS SHALL BE IN ACCORDANCE WITH CODE REQUIREMENTS.
21. THE CONTRACTOR SHALL RESTORE ANY AREA DISTURBED TO A CONDITION EQUAL TO OR BETTER THAN ITS ORIGINAL USE. THIS SHALL INCLUDE FINISH GRADING, ESTABLISHMENT OF A VEGETATIVE COVER (SEEDING OR SOO), GENERAL CLEANUP AND PAVEMENT REPLACEMENT.
22. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING SAFE AND HEALTHFUL WORKING CONDITIONS THROUGHOUT THE CONSTRUCTION OF THE PROPOSED IMPROVEMENTS.
23. BEFORE ACCEPTANCE BY THE VILLAGE ALL WORK SHALL BE INSPECTED AND APPROVED BY THE VILLAGE OR ITS REPRESENTATIVES.
24. EASEMENTS FOR THE EXISTING UTILITIES, BOTH PUBLIC AND PRIVATE, AND UTILITIES WITH PUBLIC RIGHTS-OF-WAY ARE SHOWN ON THE PLANS ACCORDING TO AVAILABLE RECORDS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING THE EXACT LOCATION IN THE FIELD OF THESE UTILITY LINES AND THEIR PROTECTION FROM DAMAGE DUE TO CONSTRUCTION OPERATIONS. IF EXISTING UTILITY LINES OF ANY NATURE ARE ENCOUNTERED WHICH DO NOT CORRELATE WITH THE NEW CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE ENGINEER SO THAT THE CONFLICT MAY BE RESOLVED.
25. WATER MAINS AND WATER SERVICE LINES SHALL BE PROTECTED FROM SANITARY SEWERS, STORM SEWERS, COMBINED SEWERS, HOUSE SEWER SERVICE CONNECTIONS AND DRAINS IN ACCORDANCE WITH TITLE 36: ENVIRONMENTAL PROTECTION AGENCY SUBTITLE F: PUBLIC WATER SUPPLIES, CHAPTER II: ENVIRONMENTAL PROTECTION AGENCY, PARTS 651-654 TECHNICAL POLICY STATEMENTS, SECTION 653.116.
26. WHENEVER POSSIBLE, A WATER MAIN MUST BE LAID AT LEAST TEN FEET HORIZONTALLY FROM ANY EXISTING OR PROPOSED DRAIN OR SEWER LINE. SHOULD LOCAL CONDITIONS EXIST WHICH WOULD PREVENT A LATERAL SEPARATION OF TEN FEET, A WATER MAIN MAY BE LAID CLOSER THAN TEN FEET TO A STORM OR SANITARY SEWER PROVIDED THAT THE WATER MAIN IS AT LEAST EIGHTEEN INCHES ABOVE THE CROWN OF THE SEWER, AND IS EITHER IN A SEPARATE TRENCH OR IN THE SAME TRENCH ON AN UNDISTURBED EARTH SHELF LOCATED TO ONE SIDE OF THE SEWER. IF IT IS IMPOSSIBLE TO OBTAIN PROPER HORIZONTAL OR VERTICAL SEPARATION AS DESCRIBED ABOVE, THEN THE SEWER MUST ALSO BE CONSTRUCTED OF WATER MAIN TYPE MATERIAL (DUCTILE IRON PIPE WITH SLIP-ON OR MECHANICAL JOINTS, PRESTRESSED REINFORCED CONCRETE PIPE WITH ASTM C443 JOINTS, ETC.) AND PRESSURE TESTED TO THE MAXIMUM EXPECTED SURCHARGE HEAD TO ASSURE WATER TIGHTNESS BEFORE BACKFILLING.
27. WHENEVER WATER MAINS MUST CROSS HOUSE SEWERS, STORM SEWERS OR SANITARY SEWERS, THE WATER MAIN SHALL BE LAID AT SUCH AN ELEVATION THAT THE INVERT OF THE WATER MAIN IS EIGHTEEN INCHES ABOVE THE CROWN OF THE DRAIN OR SEWER. THIS VERTICAL SEPARATION MUST BE MAINTAINED FOR THAT PORTION OF THE WATER MAIN LOCATED WITHIN TEN FEET HORIZONTALLY OF ANY SEWER OR DRAIN CROSSING. THIS MUST BE MEASURED AS THE NORMAL DISTANCE FROM THE WATER MAIN TO THE DRAIN OR SEWER. IF IT IS IMPOSSIBLE TO OBTAIN THE PROPER VERTICAL SEPARATION AS DESCRIBED ABOVE OR IF IT IS NECESSARY FOR THE WATER MAIN TO PASS UNDER A SEWER OR DRAIN, THEN THE SEWER MUST BE CONSTRUCTED OF WATER MAIN TYPE MATERIAL (AS NOTED IN ITEM 23). THIS CONSTRUCTION MUST EXTEND ON EACH SIDE OF THE CROSSING UNTIL THE NORMAL DISTANCE FROM THE WATER MAIN TO THE SEWER OR DRAIN LINE IS AT LEAST TEN FEET. IN MAKING SUCH CROSSINGS, CENTER A LENGTH OF WATER MAIN PIPE OVERSUNDER THE SEWER TO BE CROSSED SO THAT THE JOINTS WILL BE EQUIDISTANT FROM THE SEWER AND AS REMOVE THESE FROM AS POSSIBLE. WHERE A WATER MAIN MUST CROSS UNDER A SEWER, A VERTICAL SEPARATION OF EIGHTEEN INCHES BETWEEN THE INVERT OF THE SEWER AND THE CROWN OF THE WATER MAIN SHALL BE MAINTAINED, ALONG WITH MEANS TO SUPPORT THE LARGER SIZED SEWER LINES TO PREVENT THEIR SETTLING AND BREAKING THE WATER MAIN.
28. VALVE VAULT FRAMES SHALL BE IDOT TYPE 1 (STANDARD 804001) AND ALL LIDS SHALL HAVE "SUGAR GROVE" AND "WATER" CAST INTO THEM.
29. VALVE VAULTS SHALL BE ADJUSTED WITH PRECAST CONCRETE ADJUSTING RINGS TO A MAXIMUM OF EIGHT (8) INCHES.
30. HYDROSTATIC TESTS - THE CONTRACTOR SHALL PERFORM HYDROSTATIC TESTS IN ACCORDANCE WITH DIVISION M, SECTION 41 OF THE STANDARD SPECIFICATIONS FOR WATER AND SEWER MAIN CONSTRUCTION IN ILLINOIS, LATEST EDITION, AND APPLICABLE PROVISIONS OF AWWA C-600 AND C-603. THE WATER MAINS SHALL BE PRESSURE TESTED AT 150 PSI. ALLOWABLE LEAKAGE SHALL BE AS SET FORTH IN AWWA C-600. A TEST EDITION, THE MAXIMUM ALLOWABLE LEAKAGE SHALL BE BASED OFF OF THE FIRST 1,000 FEET OF PIPE (I.E. IF 2,000 FEET OF PIPE IS BEING TESTED, THE ALLOWABLE LEAKAGE WILL BE BASED ON THE FIRST 1,000 FEET ONLY.) THE DURATION OF THE TEST SHALL BE FOR TWO HOURS MINIMUM, AND THE MAXIMUM PRESSURE DROP DURING THIS TWO HOUR PERIOD IS A MAXIMATIVE 2 PSI. TO MEET THE TESTING REQUIREMENTS, THE WATER MAIN SHALL SATISFY THE PRESSURE DROP AND THE ALLOWABLE LEAKAGE REQUIREMENTS. THE GAUGE WILL BE ZEROED OUT BEFORE THE PRESSURE TEST BEGINS. IN ADDITION, THE PRESSURE GAUGE USED IN THE HYDROSTATIC TEST SHALL BE IN 2 PSI INCREMENTS OR LESS AND HAVE A MINIMUM OF A 3/4" DIAMETER FACE.
31. DISINFECTION OF THE WATER MAINS - UPON COMPLETION OF THE NEWLY LAID WATER MAINS, THE WATER MAINS SHALL BE DISINFECTED IN ACCORDANCE WITH THE AMERICAN WATER WORKS ASSOCIATION, PROCEDURE DESIGNATION AWWA C651, LATEST EDITION. THE CONTRACTOR IS RESPONSIBLE FOR COLLECTING SAMPLES AND HAVING BACTERIOLOGICAL TESTING PERFORMED AS REQUIRED BY THE IEPA. THE CONTRACTOR SHALL FURNISH TO THE VILLAGE THE REQUIRED DOCUMENTATION, TEST RESULTS, ETC., REQUIRED BY THE IEPA FOR PLACING THE WATER MAINS OR SERVICE LINES IN SERVICE AND/OR SECURING AN OPERATING PERMIT.
32. WATER VALVES AND FIRE HYDRANTS SHALL BE OPERATED BY VILLAGE OF SUGAR GROVE PERSONNEL ONLY.
33. THE DEVELOPER/CONTRACTOR SHALL CONTACT THE VILLAGE ENGINEER TO SCHEDULE OPERATION OF VALVES, FLUSH AND FILL, PRESSURE TEST, CHLORINATION, AND SAMPLING. THE VILLAGE ENGINEER WILL CONTACT THE VILLAGE ACCORDINGLY. THE DEVELOPER/CONTRACTOR SHALL PROVIDE 48 HOURS NOTICE PRIOR TO PERFORMING ANY OF THESE WORK ITEMS. THE FOLLOWING ACTIVITIES MUST BE SCHEDULED WITH THE VILLAGE ENGINEER ON INDIVIDUAL DAYS:
1. FLUSH AND FILL WATER MAINS/SERVICE SHALL THEN BE PRE-TESTED.
2. PRESSURE TEST (THE GAUGE SHALL BE ZEROED OUT BEFORE THE START OF THE TEST.)
3. CHLORINATION
4. 1st DAY OF SAMPLING
5. 2nd DAY OF SAMPLING
34. THE VILLAGE SHALL WITNESS ALL SERVICE TAPS GREATER THAN 1" IN DIAMETER. ACCORDINGLY, THE DEVELOPER/CONTRACTOR SHALL CONTACT THE VILLAGE ENGINEER 48 HOURS IN ADVANCE OF THE TAP.
35. FOR METRO WATER RECLAMATION DISTRICT SHALL BE CONTACTED BY THE DEVELOPER/CONTRACTOR TO OBSERVE THE CONSTRUCTION OF ALL WATER SERVICE LINES TO A BUILDINGHOUSE. THEIR OBSERVATION IS REQUIRED FROM THE SERVICE VALVE TO THE BUILDINGHOUSE.
36. ALL WATER MAIN SHALL BE PRE-PRESSURE TESTED PRIOR TO THE ACTUAL PRESSURE TEST THE VILLAGE ENGINEER AND/OR THE VILLAGE WITNESSES.



PROPOSED LEGEND

	MAJOR CONTOUR
	MINOR CONTOUR
	SITE GRADE ELEVATION
	ASPHALT
	CONCRETE
	PROPOSED STORM SEWER (SIZE, IN INCHES NOTED)
	PROPOSED STORM SEWER END SECTION W/ RIPRAP
	STORM MANHOLE
	REMOVE EXISTING STORM SEWER

CONTACT JULIE AT 811 OR 800-892-0123
 With the following:
 County: **KANE**
 City/Township: **SUGAR GROVE**
 Sec & 1/4 Sec No.: **SEC 18, T38N R6E**
 48 HOURS (2 working days) BEFORE YOU DIG

UTILITY PLAN
 SCALE: 1" = 50' (24x36)
 GRAPHIC SCALE FT
 0 25 50 100

NEWCOMB
GENERAL CONTRACTOR
 806 Frontier Dr. | Suite 200 | Madison, WI 53717
 Tel: 608.833.6220 | Fax: 608.833.6221
 BUILDING • CONCRETE • RELATIONSHIPS

1014
 SCOT INDUSTRIES
 BUILDING ADDITION
 1961 WEST U.S. HWY. 30
 SUGAR GROVE, IL 60554

REVISIONS _____ DATE _____
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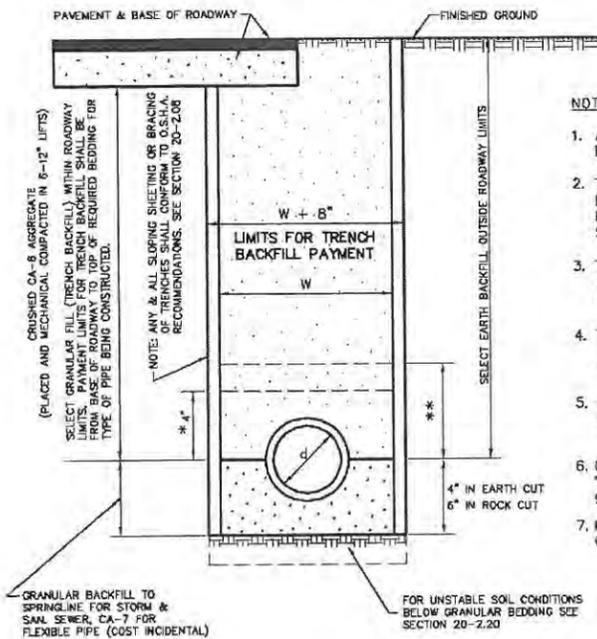
vierbicher
 planners | engineers | architects
 999 Prairie State Ave. Suite 200, Sugar Grove, IL 60171
 Phone: (815) 281-2000 Fax: (815) 281-8800

SUBMITTALS

TO:	FOR:	DATE:
CITY:	PLG. & FDN.	
CITY:	ZONING RESUBMITTAL	
STATE:	BLDG. PLAN REVIEW	

TITLE:
 UTILITY PLAN
 DATE:
 9/20/11

SHEET
C-602



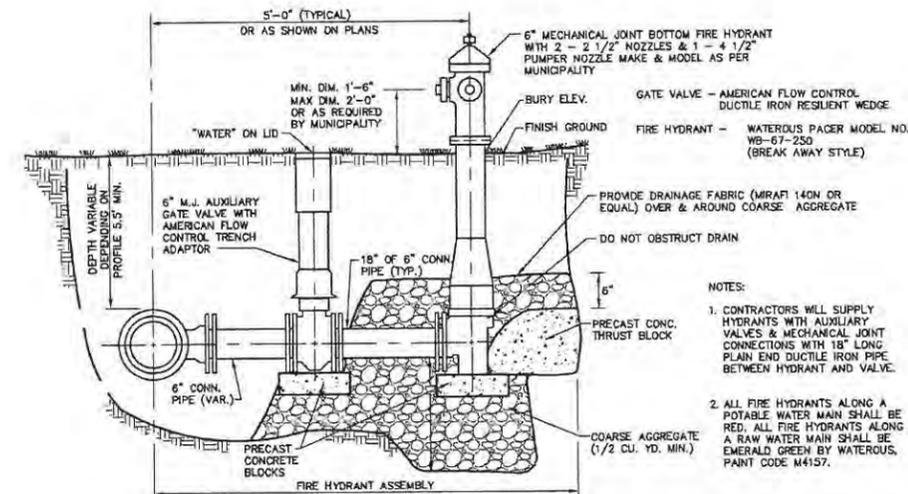
NOTES:

1. ANY FLARE OR EXCAVATION BEYOND THE LIMITS SPECIFIED SHALL BE BACKFILLED ACCORDINGLY AT THE EXPENSE OF THE CONTRACTOR.
2. THE PROVIDING AND INSTALLATION OF THE CA-7 AGGREGATE BACKFILL FROM HEIGHT SPECIFIED TO 4" BELOW THE BOTTOM OF THE PIPE SHALL BE INCIDENTAL TO THE UNIT COST OF THE TYPE OF SEWER BEING CONSTRUCTED.
3. TRENCH BACKFILL LIMITS SHALL BE DEFINED AS 2' BEHIND CURB AND GUTTERS AND 2' BEYOND AGGREGATE SHOULDERS, SIDEWALKS, BIKE PATHS, OR OTHER PAVED AREAS.
4. THE BOTTOM WIDTH OF THE TRENCH (W) SHALL NOT EXCEED THE WIDTHS STATED IN SECTION 20-2.03 OF STANDARD SPECIFICATIONS FOR WATER AND SEWER MAIN CONSTRUCTION IN ILLINOIS. (LATEST EDITION)
5. CONTRACTOR SHALL MAKE HIS OWN DETERMINATION AS TO THE ACTUAL AMOUNT OF GRANULAR TRENCH BACKFILL REQUIRED. NO ADJUSTMENT TO BID PRICE WILL BE ALLOWED UNLESS THERE IS A CHANGE IN THE PLANS.
6. OUTSIDE THE LIMITS FOR TRENCH BACKFILL, (AS DESCRIBED IN NOTE 3) "NON-STRUCTURAL" FILL MATERIAL SHALL BE MANUALLY COMPACTED TO 90% OF THE STANDARD PROCTOR DENSITY.
7. MANUAL COMPACTION IS THE ONLY ACCEPTABLE FORM OF BACKFILL COMPACTION; JETTING IS NOT ALLOWED.

*4" ALL RIGID PIPE INSTALLATION

** CA-7 AGGREGATE TO 1.0' OVER TOP OF PIPE FOR FLEXIBLE PIPE

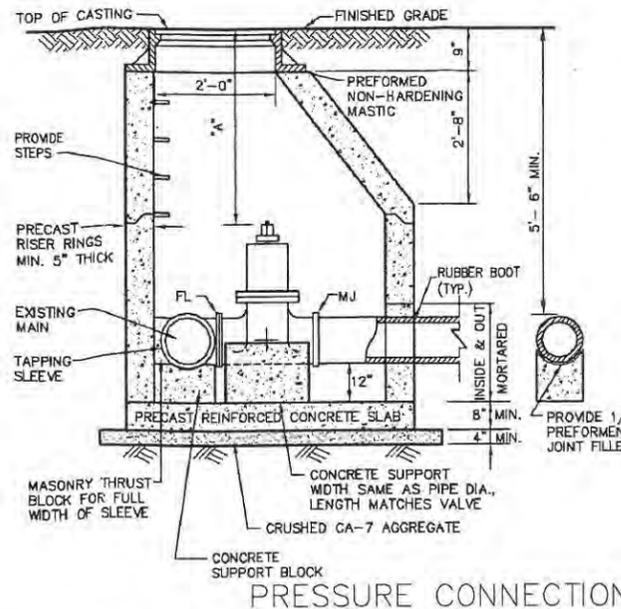
TYPICAL TRENCH DETAIL



NOTES:

1. CONTRACTORS WILL SUPPLY HYDRANTS WITH AUXILIARY VALVES & MECHANICAL JOINT CONNECTIONS WITH 18" LONG PLAIN END DUCTILE IRON PIPE BETWEEN HYDRANT AND VALVE.
2. ALL FIRE HYDRANTS ALONG A POTABLE WATER MAIN SHALL BE RED. ALL FIRE HYDRANTS ALONG A RAW WATER MAIN SHALL BE EMERALD GREEN BY WATEROUS, PAINT CODE M4157.

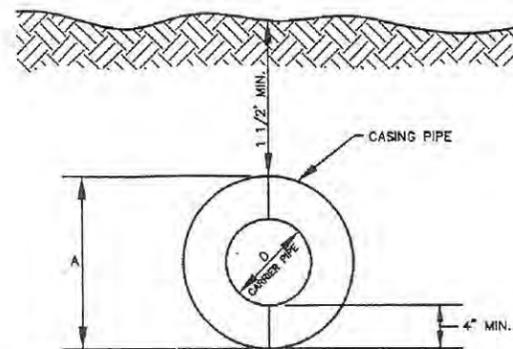
FIRE HYDRANT ASSEMBLY INSTALLATION



NOTES:

1. IF "A" IS GREATER THAN 6'-0" PROVIDE AN EXTENSION ON THE OPERATING NUT.
2. VALVE VAULTS WITH PRESSURE TAPS HAVE A DIA. OF 60".
3. A MAXIMUM OF 8" OF ADJUSTING RINGS SHALL BE USED. NO MORE THAN TWO ADJUSTING RINGS ARE ALLOWED. CONCRETE RINGS SHALL BE SET IN PREFORMED NON-HARDENING BITUMINOUS MASTIC.
4. ALL PRESSURE TAPS SHALL BE MADE WITH AN AMERICAN FLOW CONTROL SERIES 2800 COMPACT DUCTILE IRON MECHANICAL JOINT TAPPING SLEEVE AND AN AMERICAN FLOW CONTROL SERIES 2500 DUCTILE IRON RESILIENT WEDGE TAPPING VALVE (MJ X FL).
5. VALVE MUST ALIGN WITH THE CENTER OF VAULT OPENINGS.
6. AN ECCENTRIC CONE IS REQUIRED FOR PRESSURE TAP VALVES.
7. AT EACH JOINT, APPLY A CONTINUOUS LAYER OF NON-HARDENING PREFORMED BITUMINOUS MASTIC MATERIAL.
8. FRAME AND LID SHALL BE IDOT TYPE 1. THE WORDS "VILLAGE OF SUGAR GROVE" AND "WATER" SHALL BE CAST INTO THE LID (SEE MANHOLE LID DETAIL).

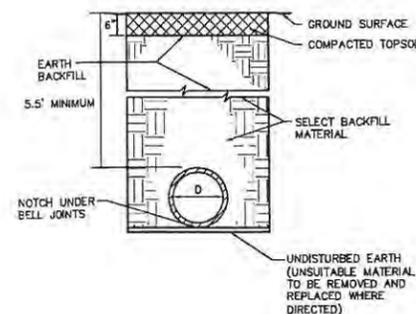
PRESSURE CONNECTION



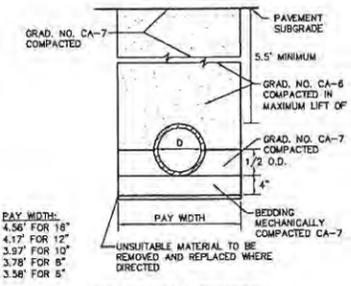
STEEL CASING PIPE DIA. AND WALL THICKNESS SHALL NOT BE LESS THAN THE FOLLOWING:

CARRIER PIPE NOM. DIA.	MIN. CASING PIPE DIA. (O.D.)	WALL THICKNESS
33" - 38"	54"	0.719"
30"	48"	0.825"
27"	42"	0.563"
24"	36"	0.531"
20" - 21"	36"	0.531"
18"	30"	0.469"
15 - 16"	30"	0.469"
12"	24"	0.375"
10"	22"	0.344"
8"	20"	0.344"
6"	18"	0.312"

BORE & JACK DETAIL



GRASSED AREAS



PAVED AREAS & DRIVEWAYS

WATER MAIN TRENCH DETAIL

GENERAL NOTES:

- BORINGS SHALL BE ACCOMPLISHED WITH AN AUGER AND CASING PIPE, THE DIAMETER OF THE AUGER SHALL NOT EXCEED THE OUTSIDE DIAMETER OF THE CASING PIPE BY MORE THAN ONE INCH.
- BORINGS SHALL BE ACCOMPLISHED FROM PITS USING SHORING. THE SHORING SHALL BE DESIGNED, ERECTED, SUPPORTED, BRACED AND MAINTAINED SO THAT IT WILL SAFELY SUPPORT ALL VERTICAL AND LATERAL LOADS THAT MAY BE IMPOSED UPON IT DURING THE BORING OPERATION. ALL SHAFTS AND JACKING PITS SHALL CONFORM WITH APPLICABLE OSHA EXCAVATION, TRENCHING, AND SHORING STANDARDS.
- PITS FOR BORING SHALL BE EXCAVATED NO MORE THAN 48 HOURS IN ADVANCE OF BORING AND BACKFILLED WITHIN 48 HOURS AFTER BORING OPERATIONS ARE COMPLETED. WHILE PITS ARE OPEN, THEY SHALL BE CLEARLY MARKED, FENCED OFF AND PROTECTED BY BARRICADES.
- CASCADE CASING SPACERS SHALL BE USED TO CENTER WATER MAIN IN CASING PIPE. (SPACED EVERY 10' MIN.) METAL TO METAL CONTACT IS NOT PERMITTED.
- CASCADE CASING SPACERS SHALL BE USED TO CENTER SANITARY SEWER IN CASING PIPE. (SPACED EVERY 10' MIN.)
- STORM SEWER IS NOT REQUIRED TO BE CENTERED WITH IN THE CASING PIPE.
- CASCADE CASING END SEALS SHALL BE USED TO LOOSELY SEAL THE ENDS OF THE CASING.
- STEEL CASING PIPE SHALL HAVE A MINIMUM YIELD STRENGTH OF 35,000 PSI WITH WELDED JOINTS.
- ALL WATER MAIN WITHIN CASING SHALL BE INSTALLED WITH FIELD LOK GASKET JOINTS.
- DEWATERING SHALL BE CONSIDERED INCIDENTAL.

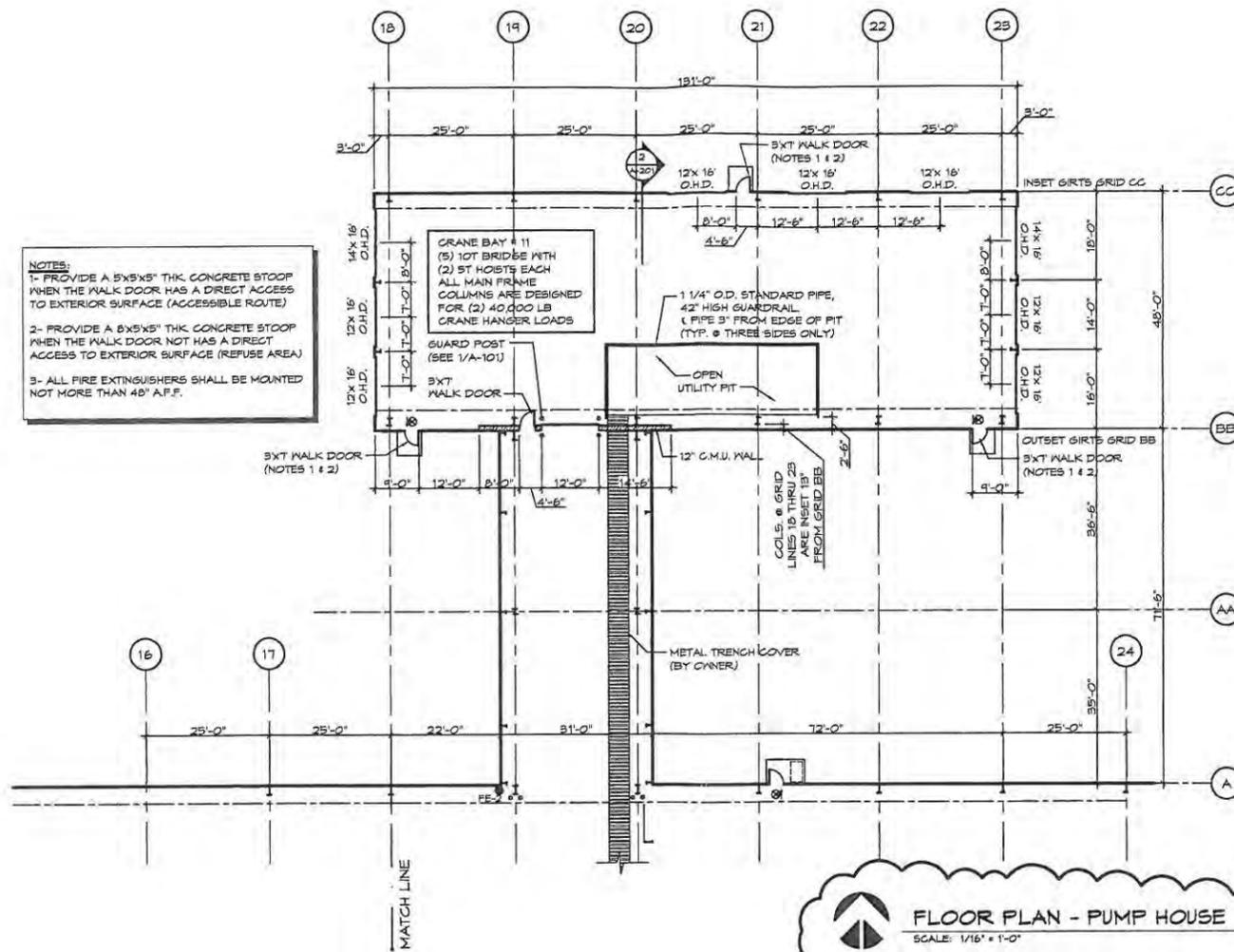
SUBMITTALS _____

TO:	FOR:	DATE:
CITY:	FTG. & FDN.	
CITY:	ZONING RESUBMITTAL	
STATE:	BLDG. PLAN REVIEW	

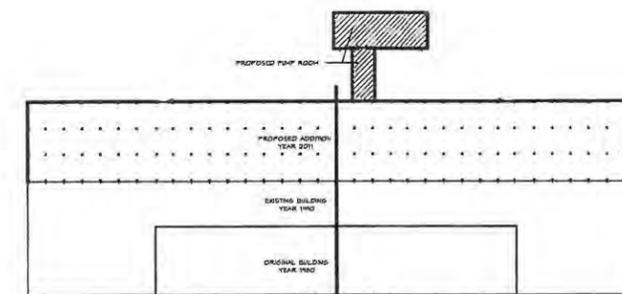
1014
 SCOT INDUSTRIES
 BUILDING ADDITION
 1961 WEST U.S. HWY. 30
 SUGAR GROVE, IL 60554

REVISIONS

NO.	DATE	BUILDING DEPT. REVISION
△	05-02-11	BUILDING DEPT. REVISION
△	05-11-11	DESIGN CLARIFICATION
△	07-11-11	PUMP HOUSE AND TRENCHES
△	09-21-11	PUMP HOUSE SUBMITTAL
△		
△		



FLOOR PLAN - PUMP HOUSE
 SCALE: 1/16" = 1'-0"



KEY PLAN
 SCALE: N.T.S.

SUBMITTALS

TO:	FOR:	DATE:
CITY	FTG. & PERM.	
CITY	ZONING RE-SUBMITTAL	
VILLAGE	BUILD. PLAN REVIEW	04-15-11
VILLAGE	PUMP HOUSE P. REVIEW	10-21-11

TITLE:
 FLOOR PLAN - PUMP HOUSE
 DATE:
 10/15/10

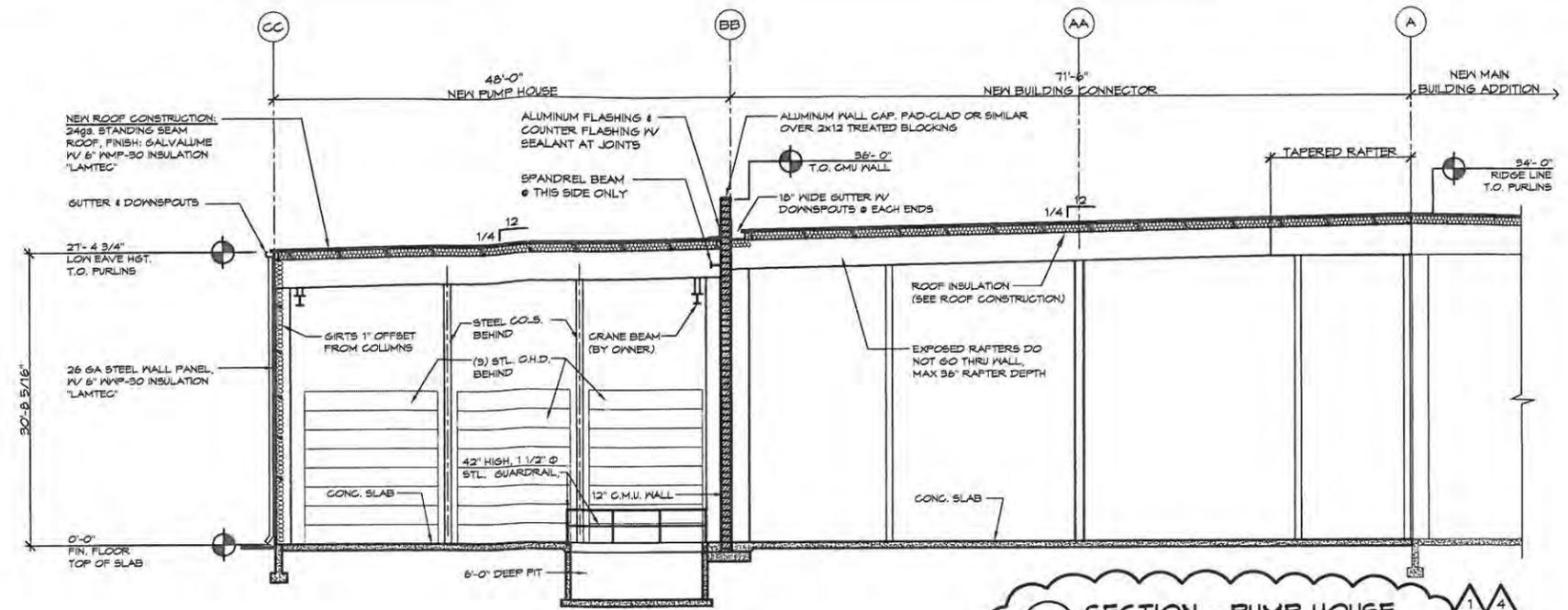
SHEET

J:\10\1014 Scot Industries - Sugar Grove\03 - Architectural\A-201 Elevations.dwg, 9/21/2011 9:24:46 AM

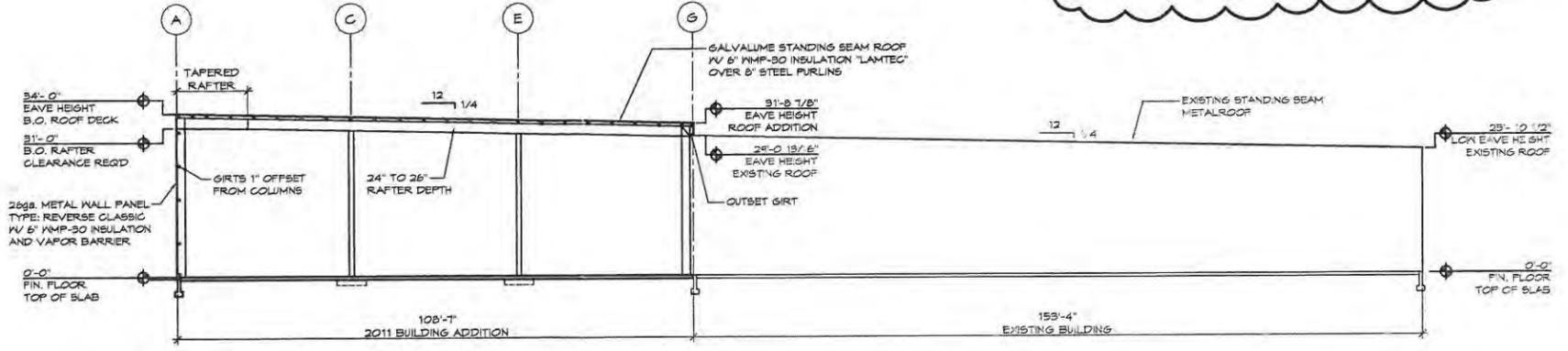
1014
 SCOT INDUSTRIES
 BUILDING ADDITION
 1961 WEST U.S. HWY. 30
 SUGAR GROVE, IL 60554

REVISIONS

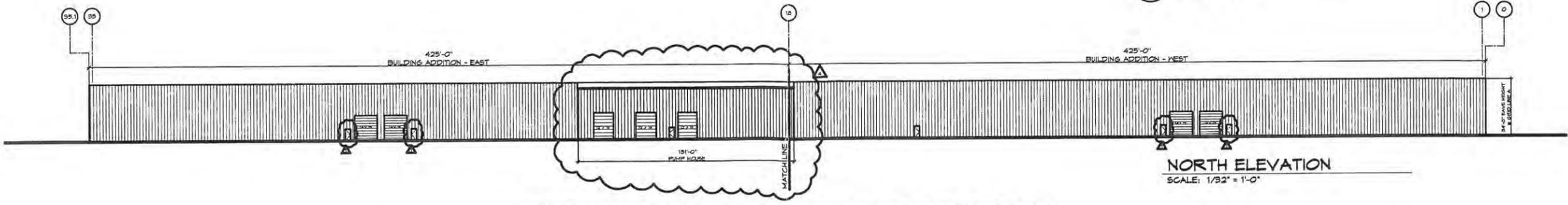
NO.	DATE	REVISION
△	08-02-11	BUILDING DEPT. REVISION
△	08-11-11	DESIGN CLARIFICATION
△	07-11-11	PUMP HOUSE AND TRENCHES
△	09-21-11	PUMP HOUSE SUBMITTAL



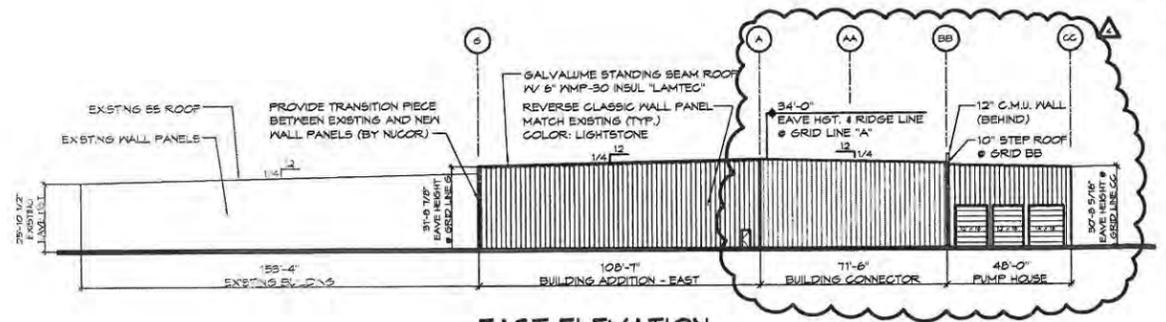
2 SECTION - PUMP HOUSE
 A-201 SCALE: 1/8" = 1'-0"



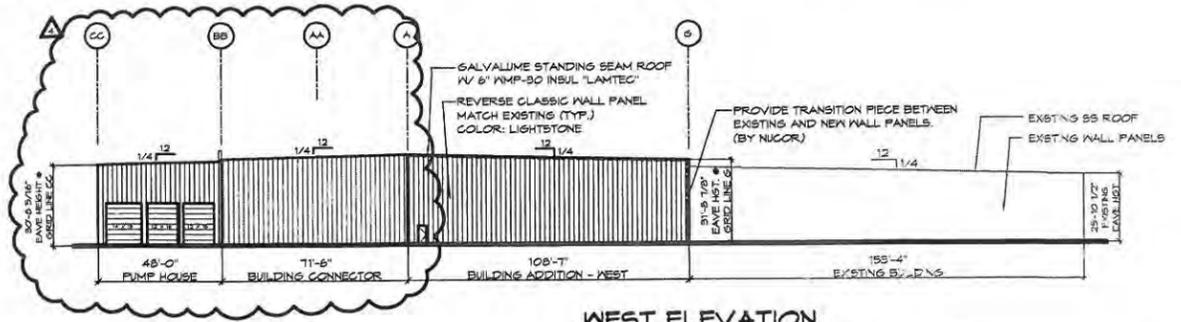
1 SECTION
 A-201 SCALE: 1/16" = 1'-0"



NORTH ELEVATION
 SCALE: 1/32" = 1'-0"



EAST ELEVATION
 SCALE: 1/32" = 1'-0"



WEST ELEVATION
 SCALE: 1/32" = 1'-0"

SUBMITTALS

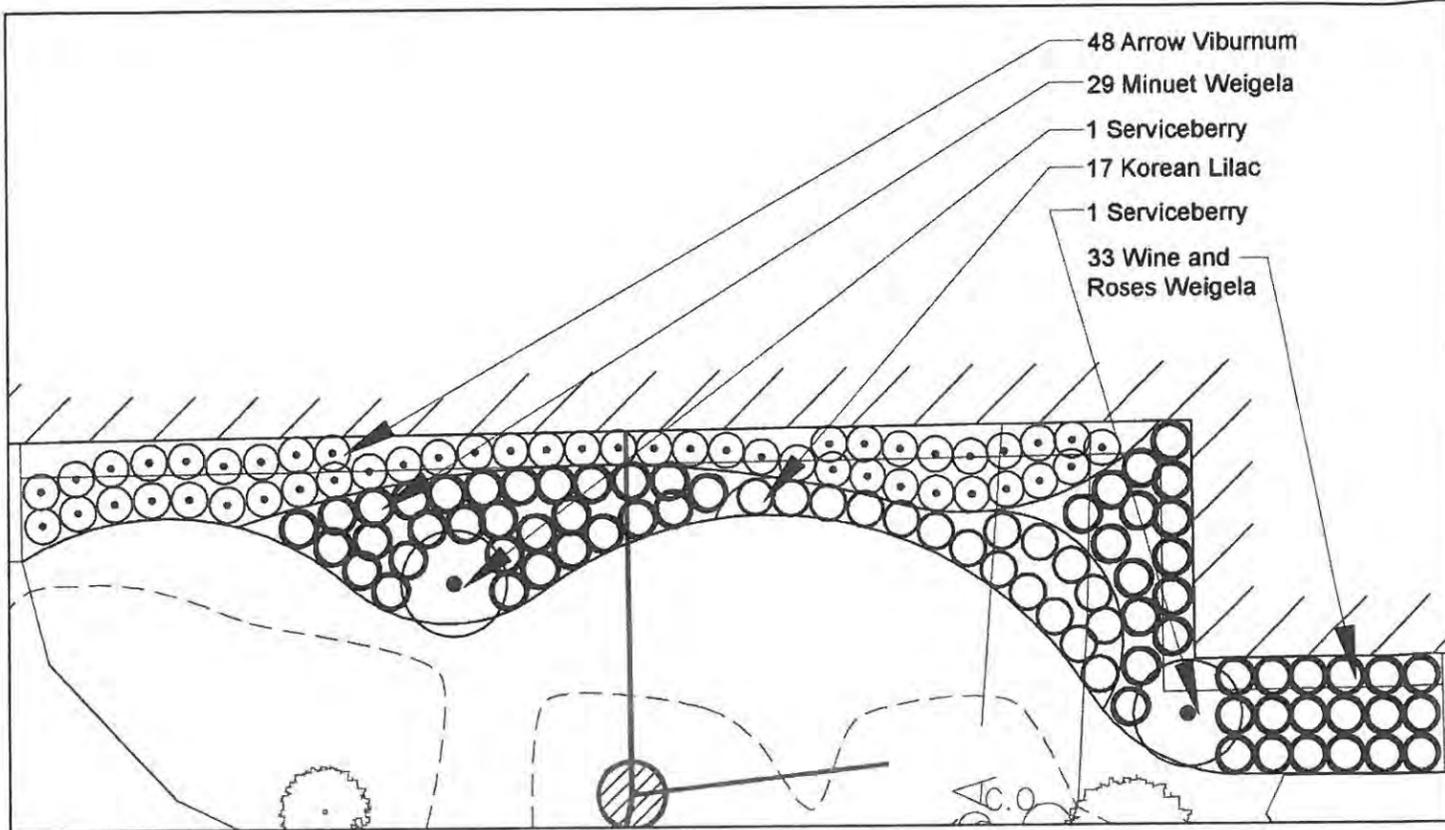
TO:	FOR:	DATE:
CITY	PLG. & PD.	
CITY	ZONING RE-SUBMITTAL	
VILLAGE	BLDG. PLAN REVIEW	04-15-11
VILLAGE	PUMP HOUSE P. REVIEW	04-21-11

TITLE:
 ELEVATIONS & SECTIONS
 DATE:
 10/15/10

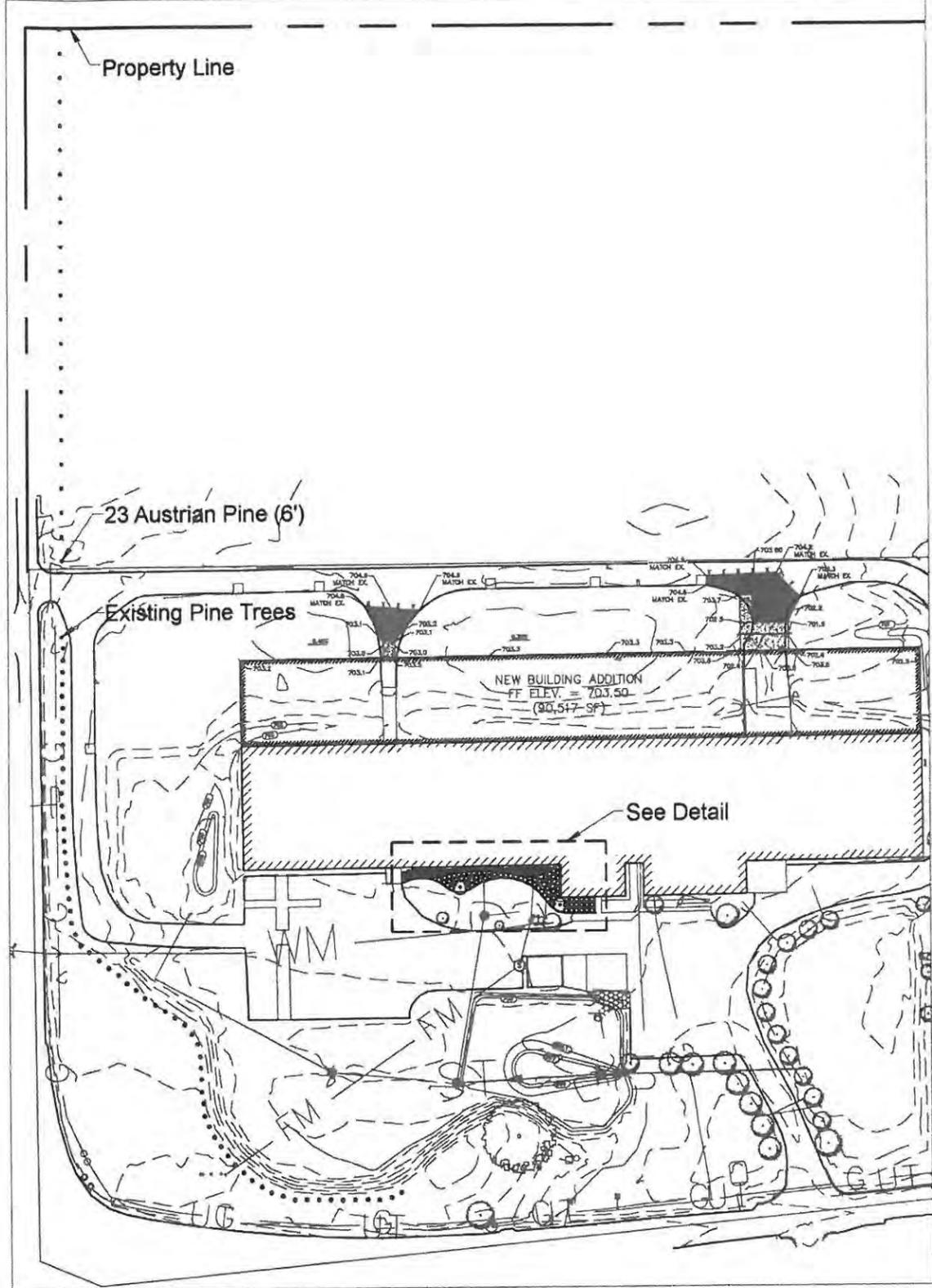
1014
 SCOT INDUSTRIES
 BUILDING ADDITION
 1961 WEST U.S. HWY. 30
 SUGAR GROVE, IL 60554

REVISIONS

NO.	DATE
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LANDSCAPE PLAN
 SCALE: 1" = 30'



LANDSCAPE PLAN
 SCALE: 1" = 180'

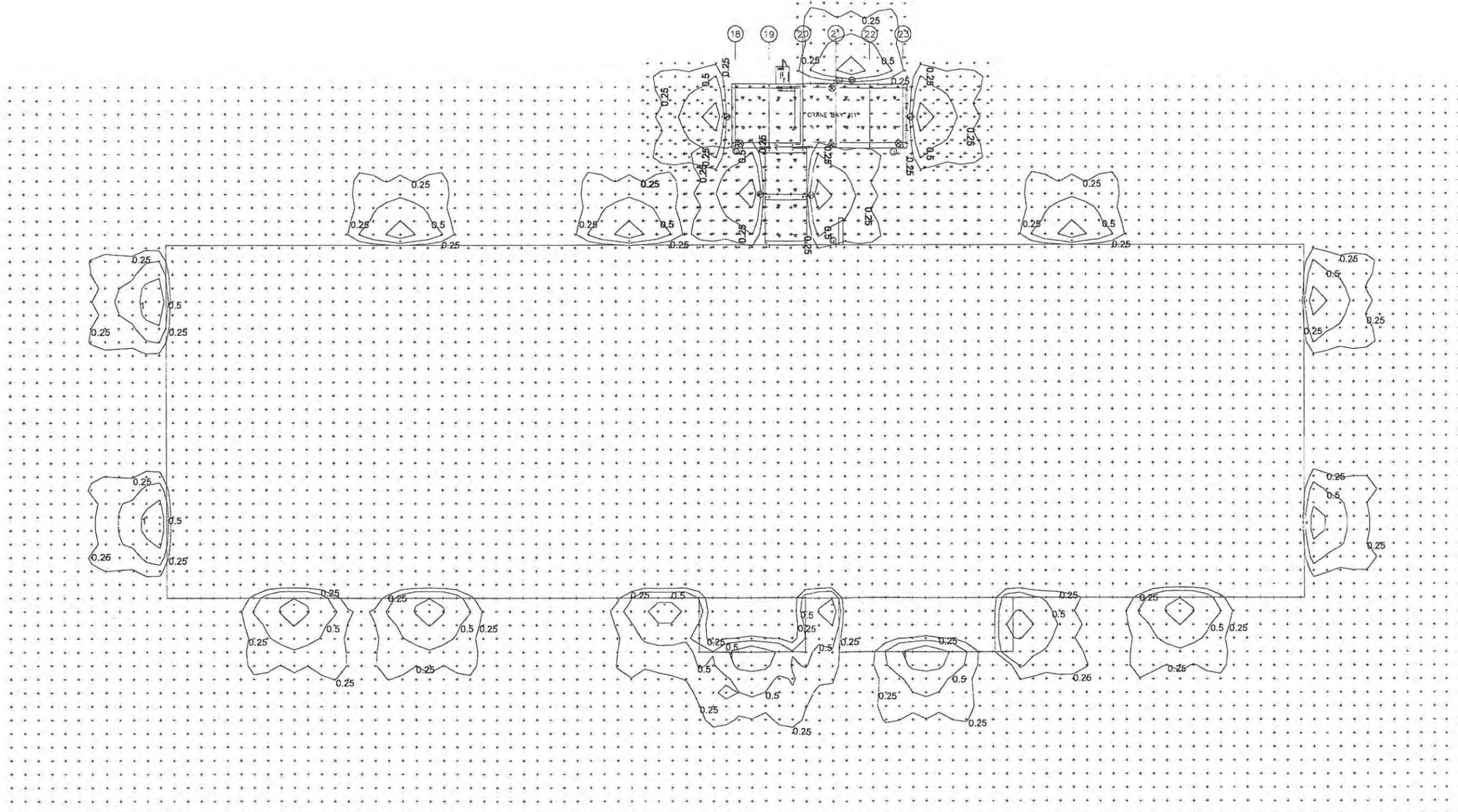
SUBMITTALS

CITY	FOR	DATE
	FIG. & PLAN	
	ZONING RESUBMITTAL	
	BLDG. PLAN REVIEW	

TITLE:
 LANDSCAPE PLAN
 DATE:
 10/15/10

LUMINAIRE SCHEDULE

Symbol	Label	Qty	Catalog Number	Description	Lamp	File	Lumens	LLF	Watts
	A	20	TWH 100S FS	GENERAL PURPOSE BUILDING MOUNTED LUMINAIRE, 100W HPS, CLEAR LAMP, W/ FULL SHIELD.	ONE 100-WATT CLEAR ED-17 HIGH PRESSURE SODIUM, HORIZONTAL POSITION.	TWH_100S_F S.ies	9500	1.00	135



Plan View
Scale 1" = 80'

SUGAR GROVE AREA AND SITE LIGHTING 2011 NORTH ADDITION

Designer
GWC
Date
SEPT 12 2011
Scale
Scale 1" = 80'
Drawing No.
BEP104-31

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: RICH YOUNG, COMMUNITY DEVELOPMENT DIRECTOR
MIKE FERENCAK, VILLAGE PLANNER
SUBJECT: DISCUSSION: REQUEST FOR VARIANCES FOR A PROPOSED
ADDITION AT 1961 W. US HIGHWAY 30 (SCOT INDUSTRIES)
AGENDA: NOVEMBER 1, 2011 COMMITTEE OF THE WHOLE MEETING
DATE: OCTOBER 28, 2011

ISSUE

Should the Village Board consider a request for 10 Variances for a proposed expansion of the existing building at 1961 W. US Highway 30. The requested Variances relate only to the portion of the site that is proposed for improvement at this time.

DISCUSSION

The applicant, Scot Industries, is requesting 10 Variances related to a proposed expansion of the existing building at 1961 W. US Highway 30. The 10 Variances consist of the 9 published and listed below (the 5th Variance is actually composed of 2 separate parts). The site consists of two parcels that are not part of a platted subdivision. The existing building (which is currently undergoing expansion as contemplated in Variances approved April 5, 2011) sits on both parcels. The parcels total 37.96 acres.

Scot Industries would like to expand the building again to relocate tanks and equipment housed in the “mud house” accessory building at the front of the property to this addition that would be attached to the rear of the expanded main building.

The background and details of the project can be found in the Plan Commission’s staff report (attached).

REQUEST

The specific requests are as follows:

1. Variance to waive the building wall material requirement thereby allowing a metal siding product on a proposed 8,505 square foot addition to an existing building of 141,962 square feet (currently being expanded to 234,258 square feet), pursuant to Section 11-10-7-E-1 of the Sugar Grove Zoning Ordinance.
2. Variance to reduce by 58% the parking space quantity for the existing building, current expansion, and proposed addition from 165 spaces to 70 spaces, pursuant to Section 11-12-5 of the Sugar Grove Zoning Ordinance.
3. Variance to reduce by 100% the east side pavement setback from the required 50 feet to 0 feet on the relocated drive aisle, pursuant to Section 11-10-7-A-2-b of the Sugar Grove Zoning Ordinance.
4. Variance to reduce by 100% the shrub portion of the corner side yard landscape requirement of the M-1 District for the addition from 4 trees and 24 shrubs to 4 trees and 0 shrubs, pursuant to Section 11-10-7-G-1-a of the Sugar Grove Zoning Ordinance.
5. Variance to reduce by 100% both the interior side yard and rear yard landscape requirements of the M-1 District for the addition from 3 trees and 18 shrubs to 0 trees and 0 shrubs for the interior side yard and from 29 trees and 172 shrubs to 0 trees and 0 shrubs for the rear yard.
6. Variance to reduce by 100% the foundation landscape requirement of the M-1 District for the addition from 6 trees and 36 shrubs to 0 trees and 0 shrubs, pursuant to Section 11-10-7-G-1-d of the Sugar Grove Zoning Ordinance.
7. Variance to waive the requirement for a screening wall or fence for outdoor storage (including vehicle, trailer, and equipment storage) for the relocated drive aisle, pursuant to Sections 11-10-7-I of the Sugar Grove Zoning Ordinance.
8. Variance to waive the requirement to limit outdoor storage (including vehicle, trailer, and equipment storage) to interior side and rear yards only (as a portion of the outdoor storage would be in the corner side yard) for the relocated drive aisle, pursuant to Section 11-4-7-E of the Sugar Grove Zoning Ordinance.

9. Variance to reduce by 100% the parkway tree requirement for the addition from 3 trees to 0 trees, pursuant to Section 12-6-11 of the Sugar Grove Subdivision Ordinance.

A public hearing was held on this request on October 19, 2011 in front of the Plan Commission. There was no public comment.

The Plan Commission voted 6-0 to approve 8 of the 9 requests for this project. The Plan Commission voted 4-2 to approve Variance request #8 waiving the requirement of limiting outdoor storage to interior side and rear yards. Denying this Variance as staff had recommended would have primarily meant that vehicles and trailers would not be allowed to be parked in areas close to Dugan Road. All Variance requests were made subject to six conditions as recommended by staff and the Plan Commission:

1. The existing mud house at the front of the site shall be marked on the plans for demolition.
2. Detention requirements shall be met as reviewed and approved by the Village's engineering consultant.
3. The Site Data and Parking Data tables shall be corrected as described in the Plan Commission report.
4. The landscaping shall be shown on the plans in a location that does not conflict with the required staircase and sidewalk. The Landscape Plan shall be updated to reflect the proposed addition and proposed drive aisle. A Landscape Table shall be added to the plan as described in the Plan Commission report.
5. The building material color for the proposed addition (both siding and garage doors) shall be labeled on the Elevation Plan. All siding shall match for the entire building. All garage doors shall match for the entire building.
6. If any protruding equipment is added to the grounds, walls, or roof, it shall be painted to match the building or otherwise screened.

One of the items clarified with the applicant at the Plan Commission meeting was in regards to what would be kept inside the addition. The addition will contain the same type of items that are kept inside the current mud house at the front of the site. There are tanks in the current mud house. New, larger tanks would be installed in the addition.

Variations to allow no curb around the new drive aisle and to allow no pole lighting for the new drive aisle were not included in the public notice. Staff also did not request that these items be added as part of this project.

As with discussions of the Variations approved on April 5, 2011, some Plan Commission members were concerned with the appearance of the US Highway 30 and Dugan Road sides of the property. During the discussion on October 19, 2011, some members asked staff how the two outdoor storage requirements could be met (screening and yard limitations). Staff explained that a consolidated location for truck and trailer storage that could be fenced in the rear yard would be the best way to meet both requirements. Some members did not like the main truck and trailer storage being at the front of the building, as well as additional trailer storage taking place throughout the drive aisle around the building (including near Dugan Road). Another member brought up that they did not believe the landscaping that exists at the front of the site is sufficient for screening the truck and trailer storage in the front yard.

The Variations approved on April 5, 2011 included a condition: "Landscaping shall be focused at the south end of the site where it will have more visual impact for more people entering the Village." This condition was for the Landscape Plan proposed at that time which showed 45 Austrian Pines being added along the west property line adjacent to the farmed portion of the property. A revised Landscape Plan attempting to meet that condition was not submitted until a Landscape Plan was requested for the current requests. The revised Landscape Plan as proposed by the applicant is attached to this report. Please refer to pages 9 and 10 of the Plan Commission staff report for details on the landscaping. Basically, 22 of the 45 trees proposed at the northwest is no longer proposed and mostly shrubs are shown immediately next to the south elevation of the building.

Based on the previous direction given by the Plan Commission and Village Board and based on the comments from the October 19, 2011 Plan Commission meeting, staff believes the landscaping currently proposed by the applicant does not meet the stated intent. Staff proposes to amend condition 4 from above as follows:

4. The landscaping shall be shown on the plans in a location that does not conflict with the required staircase and sidewalk **and shall be primarily placed in the area between the front truck and trailer storage and the US Highway 30 and Dugan Road property lines. The plantings shall be of an appropriate type to effectively screen the front storage yard and improve the view at the Village's entrance.** The Landscape Plan shall be updated to reflect the proposed addition and proposed drive aisle. A Landscape Table shall be added to the plan as described in the Plan Commission report.

Since the Plan Commission meeting, staff determined the following conditions need to be added:

7. Each wall-mounted light shall be labeled as existing or proposed on the Photometric Plan.
8. The proposed stairwell required at the front of the building to meet building code requirements shall be shown on the plans.
9. All Engineering, Building, and Fire comments shall be addressed prior to issuance of a building permit, including EEI's comment letter dated October 21, 2011.

The following items are attached for your information:

1. Draft Minutes of the October 19, 2011 Plan Commission meeting (not yet available)
2. Staff Report to the October 19, 2011 Plan Commission
3. Area Map
4. Title Sheet last revised September 21, 2011
5. Site Plan last revised September 21, 2011
6. Grading Plan dated August 3, 2011
7. Utility Plan dated September 20, 2011
8. Water Main Details dated March 15, 2011
9. Floor Plan last revised September 21, 2011
10. Elevation Plan last revised September 21, 2011
11. Landscape Plan dated October 15, 2010
12. Photometric Plan last revised April 15, 2011

COSTS

There is no cost associated with this proposal. All costs have been or will be paid for by the petitioner.

RECOMMENDATION

That the Board by consensus place the Variance requests on a regular Village Board meeting for approval with the conditions described above.

**STAFF REPORT TO THE SUGAR GROVE PLANNING COMMISSION
FROM MIKE FERENCAK, PLANNER**

GENERAL CASEFILE INFORMATION

Commission Meeting Date: October 19, 2011

Petition Number: 11-015

Project Name: 1961 W. US Highway 30 Pump House

Petitioner: Scot Industries

- Request:
1. Variance to waive the building wall material requirement thereby allowing a metal siding product on a proposed 8,505 square foot addition to an existing building of 141,962 square feet (currently being expanded to 234,258 square feet), pursuant to Section 11-10-7-E-1 of the Sugar Grove Zoning Ordinance.
 2. Variance to reduce by 58% the parking space quantity requirement for the existing building, current expansion, and proposed addition from 165 spaces to 70 spaces, pursuant to Section 11-12-5 of the Sugar Grove Zoning Ordinance.
 3. Variance to reduce by 100% the east side pavement setback from the required 50 feet to 0 feet on the relocated drive aisle, pursuant to Section 11-10-7-A-2-b of the Sugar Grove Zoning Ordinance.
 4. Variance to reduce by 100% the shrub portion of the corner side yard landscape requirement of the M-1 District for the addition from 4 trees and 24 shrubs to 4 trees and 0 shrubs, pursuant to Section 11-10-7-G-1-a of the Sugar Grove Zoning Ordinance.
 5. Variance to reduce by 100% both the interior side yard and rear yard landscape requirements of the M-1 District for the addition from 3 trees and 18 shrubs to 0 trees and 0 shrubs for the interior side yard and from 29 trees and 172 shrubs to 0 trees and 172 shrubs for the rear yard,

pursuant to Section 11-10-7-G-1-b of the Sugar Grove Zoning Ordinance.

6. Variance to reduce by 100% the foundation landscape requirement of the M-1 District for the addition from 6 trees and 36 shrubs to 0 trees and 0 shrubs, pursuant to Section 11-10-7-G-1-d of the Sugar Grove Zoning Ordinance.

7. Variance to waive the requirement for a screening wall or fence for outdoor storage (including vehicle, trailer, and equipment storage) for the relocated drive aisle, pursuant to Section 11-10-7-I of the Sugar Grove Zoning Ordinance.

8. Variance to waive the requirement to limit outdoor storage (including vehicle, trailer, and equipment storage) to interior side and rear yards only (as a portion of the outdoor storage would be in the corner side yard) for the relocated drive aisle, pursuant to Section 11-4-7-E of the Sugar Grove Zoning Ordinance.

9. Variance to reduce by 100% the parkway tree requirement for the addition from 3 trees to 0 trees, pursuant to Section 12-6-11 of the Sugar Grove Subdivision Ordinance.

Location: 1961 W. US Highway 30

Parcel Number(s): North Parcel: 14-18-300-012
South Parcel: 14-19-100-035

Size: North Parcel: 1,138,633 square feet or 26.14 acres
South Parcel: 515,003 square feet or 11.82 acres

Street Frontage: 1,083' along US Highway 30
1,441' along Dugan Road

Current Zoning: M-1 Limited Manufacturing District

Contiguous Zoning: NORTH: M-1 Limited Manufacturing District
SOUTH: (across US Highway 30) M-1 Limited Manufacturing District
EAST: M-1 Limited Manufacturing District
WEST: (across Dugan Road) M-1 Limited

Manufacturing District

Current Land Use: Light industrial building

Contiguous Land Use: NORTH: Aurora Airport
SOUTH: (across US Highway 30) Printer's office, Multi-tenant warehouse / office buildings, Landscape yard / office
EAST: Aurora Airport
WEST: (across Dugan Road) Open / Vacant, Vacant building, Light industrial building, Multi-tenant warehouse / office building

Comp Plan Designation: Business Park

Exhibits: Variance Application
Responses to Variance Standards
Public Hearing Notice
Publication Confirmation (not yet provided)
Mailing Confirmation (not yet provided)
Posting Confirmation (sign photos attached)
Area Map
Title Sheet last revised September 21, 2011
Site Plan last revised September 21, 2011
Grading Plan dated August 3, 2011
Utility Plan dated September 20, 2011
Water Main Details dated March 15, 2011
Floor Plan last revised September 21, 2011
Elevation Plan last revised September 21, 2011
Landscape Plan dated October 15, 2010
Photometric Plan last revised April 15, 2011

CHARACTER OF THE AREA

The subject property is located at the northeast corner of US Highway 30 and Dugan Road. The existing character of the area is light industrial / warehouse / office.

DEVELOPMENT PROPOSAL

The Planning Commission will consider a request for:

1. Variance to waive the building wall material requirement thereby allowing a metal siding product on a proposed 8,505 square foot addition to an existing building of 141,962 square feet (currently being expanded to 234,258 square feet), pursuant to Section 11-10-7-E-1 of the Sugar Grove Zoning Ordinance.

2. Variance to reduce by 58% the parking space quantity requirement for the existing building, current expansion, and proposed addition from 165 spaces to 70 spaces, pursuant to Section 11-12-5 of the Sugar Grove Zoning Ordinance.
3. Variance to reduce by 100% the east side pavement setback from the required 50 feet to 0 feet on the relocated drive aisle, pursuant to Section 11-10-7-A-2-b of the Sugar Grove Zoning Ordinance.
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6. Variance to reduce by 100% the foundation landscape requirement of the M-1 District for the addition from 6 trees and 36 shrubs to 0 trees and 0 shrubs, pursuant to Section 11-10-7-G-1-d of the Sugar Grove Zoning Ordinance.
7. Variance to waive the requirement for a screening wall or fence for outdoor storage (including vehicle, trailer, and equipment storage) for the relocated drive aisle, pursuant to Section 11-10-7-I of the Sugar Grove Zoning Ordinance.
8. Variance to waive the requirement to limit outdoor storage (including vehicle, trailer, and equipment storage) to interior side and rear yards only (as a portion of the outdoor storage would be in the corner side yard) for the relocated drive aisle, pursuant to Section 11-4-7-E of the Sugar Grove Zoning Ordinance.
9. Variance to reduce by 100% the parkway tree requirement for the addition from 3 trees to 0 trees, pursuant to Section 12-6-11 of the Sugar Grove Subdivision Ordinance.

HISTORY

The applicant, Scot Industries, has submitted requests for 9 Variances related to a proposed further expansion of the existing building at 1961 W. US Highway 30. The Variances requested relate only to the portion of the site that is proposed for improvement at this time.

This site consists of two parcels that are not part of a platted subdivision. The existing building sits on both parcels. The north parcel's north area is an existing, nonconforming agricultural field. The original building was constructed by Scot Industries in 1981 after the area was annexed in 1980. The original building footprint was approximately 49,244 square

feet, consisting of a 46,000 square foot light industrial / warehouse area and a 3,244 square foot office area (two-story). An addition was completed in 1990 that added 89,474 square feet of light industrial / warehouse area. This addition was located mostly to the north of the original building, but also included the 5,160 square foot extension east of the original office area. The recently approved addition is 92,296 square feet to the north of the 1990 north addition. That addition is making for a total 231,014 square foot building footprint (a 234,258 square foot building). The current proposed addition would be 8,505 square feet making for a total 239,519 square foot building footprint (a 242,763 square foot building).

The applicant first mentioned this addition in the first half of this year, but a concept submittal was not made until August 8, 2011. Staff provided comments on the concept submittal on September 8, 2011. The formal submittal was mostly complete on September 21, 2011. At this time, the Plat of Survey remains to be submitted. Staff met again on October 4, 2011 to discuss the plans. Comments from that meeting have not yet been provided to the applicant. The comments are incorporated into this review.

The applicant is already constructing the previous approved addition and with that work is going forward as if the Variances for the pump house and drive aisle will be approved as well. Therefore, the applicant has been given permission to pour the foundation for the addition and put in an interim drive aisle in the location of the proposed drive aisle at their own risk. Staff believes the interim drive aisle meets the satisfaction of the Sugar Grove Fire Protection District for fire access, but has placed a call to confirm.

COMPREHENSIVE PLAN RECOMMENDATIONS

The Comprehensive Plan designates the site as "Business Park". The Comprehensive Plan does not provide any policy regarding specific uses allowed in various districts of the Zoning Ordinance.

Contiguous properties are designated Business Park, Airport, and Neighborhood Commercial. The existing Scot Industries building is compatible with surrounding uses.

ZONING ORDINANCE STANDARDS

The proposed Variances are being requested pursuant to Sections 11-10-7-E-1, 11-12-5, 11-10-7-A-2-b, 11-10-7-G-1-a, 11-10-7-G-1-b (two parts), 11-10-7-G-1-d, 11-10-7-I, and 11-4-7-E of the Sugar Grove Zoning Ordinance and 12-6-11 of the Sugar Grove Subdivision Ordinance.

Several standards must be met in order to grant a Variance. These standards, and the status of each, are detailed below. Responses to each standard are provided for all Variances combined. The Plan Commission must determine that with the Variances:

- a. The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zoning district:

If the requests are not allowed, the property may yield no return as a vacant building for an unreasonable amount of time due to the economy and backlog of existing vacant spaces in the Village and elsewhere.

- b. Plight of the owner is due to unique circumstances:

Each of the requested variations are due to the unique circumstance that the requirements, while normally quite appropriate and applicable are to enhance the overall aesthetic quality of the site. However in this case, the proposed variations all relate to the back or sides of the building and pavement that is not generally visible, except from Dugan Road, and only faces the airport runways (the uninhabited far end of the runways). This is very unique. Especially when one considers that the front of the building will not be similarly enhanced. It could be argued to be an example (if the regulations were enforced) of the “tail wagging the dog”. With regard to the only non-aesthetic requirement (parking), the staff has determined that due to the use and overall size of the property, parking is not an issue. The agricultural land to the north is part of this property and could be used for additional parking in the future if needed.

- c. The Variation, if granted, will not alter the essential character of the locality:

The property is and will be an industrial area; that character will not change at all.

The Plan Commission also needs to consider the following in making the above determination:

- a. The particular physical surroundings, shape or topographical condition of the specific property involved would bring particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were to be carried out:

Anyone visiting the site can readily see that the property is physically quite large and remote from other buildings and affects no others. Requiring the owner to expend money to make a portion of the rear and sides of a building “aesthetically pleasing” (and not match the front and remainder of the building), is much more than a mere inconvenience.

- b. The conditions upon which the petition for variation is based would not be generally applicable to other property within the same zoning district:

No buildings in the community of the type and character of this building back up to the airport (as to the requested variations). As such, the request would not come into play with virtually any other property in the Village. With regard to the only non-aesthetic requirement (parking), the staff has determined that due to the use and overall size of the property, parking is not an issue. Again, this is not typical of most buildings.

- c. The purpose of the variation is not based exclusively upon a desire to

make more money out of the property:

While certainly making money is an element of any improvement of commercial or industrial property it is not the exclusive desire. There is also a desire to continue to provide good jobs and keep this business and its staff in the greater Sugar Grove community.

- d. The alleged difficulty or particular hardship has not been created by any person presently having an interest in the property, or by the applicant:

Each of the requested variations are due to the unique circumstance that the requirements, while normally quite appropriate and applicable, are to enhance the overall aesthetic quality of the site. However in this case, the proposed variations all relate to the back or sides of the building and pavement that is not generally visible, except on Dugan Road, and only faces the airport runways (the uninhabited far end of the runways). As such, the plight of the owner of having to expend a great deal of money for requirements that do not advance the governmental instances in this case, are not due to the owners actions. Also, the cause of the request is due to increased business, though desired by the owner this was created by the economy, not the owner. With regard to the only non-aesthetic requirement (parking), the staff has determined that due to the use and overall size of the property, parking is not an issue and not caused by the owner.

- e. The granting of the variation will not be detrimental to the public welfare, or injurious to other property or improvements in the neighborhood in which the property is located:

The site is somewhat remote and the improvements are on the rear and sides of the property that are not readily seen by neighbors or the citizenry. The variations will have no discernible negative impact.

- f. The variation will not:

1. Impair an adequate supply of light and air to adjacent properties:

No threat to light and air is even suggested by the requests.

2. Substantially increase the hazard from fire or other dangers to said property or adjacent properties:

Nothing proposed is a risk for fire or other safety. The building will conform to applicable codes.

3. Otherwise impair the public health, safety, comfort, morals or general welfare of the inhabitants of Sugar Grove:

Nothing proposed is an impairment of public health, safety, comfort, morals or general

welfare. The use of the building is a valuable business that adds improves life for the Village.

4. Diminish or impair property values in the neighborhood:

On the contrary, in an industrial area, larger, more valuable buildings will only serve to drive the Village economic industries and by doing so may enhance values in the area.

5. Unduly increase traffic congestion in the public streets and highways:

No significant increase in traffic is proposed or contemplated.

6. Create a nuisance:

Nothing proposed would be a nuisance; the use of the building is a valuable business that adds value to the Village.

7. Result in an increase in public expenditures:

There will be no increases due to the requests.

- g. The variation is the minimum variation necessary to make possible the reasonable use of the land, building or structure:

In the absence of the variations, the property may become vacant and add to an already existing surplus of vacant building. By granting the variances, no harm is done and the reasonable use of the land is allowed to continue. It is therefore the minimum request.

EVALUATION

Generally, this use is required to conform to requirements of the Village of Sugar Grove Zoning Ordinance. The following evaluation is related to the Zoning Ordinance requirements.

1. Land Use / General – The land use is not proposed to change. This is an expansion of the existing building and use on the same site.

2. Existing Conditions – Existing natural, scenic, or historic features will not be impacted.

3. Lots & Buildings Layout – A PUD and Subdivision are not being required with this addition. The lot coverage is shown as 26.26%. The maximum allowed is 75%. The mud house should be marked on the plans for demolition. More than once acre of land would be disturbed with this project and therefore additional detention will need to be provided. The Village Engineering Consultant has provided a drawing to the applicant showing this could be located northeast of the proposed addition.

4. Building Setbacks – Building setbacks are met with the proposed addition.

5. Parking / Drive Aisles – Several items need to be corrected in the Site Data and Parking Data tables. In the Site Data table, the building is actually 239,519 square feet, not 242,721 square feet. In the Parking Data table, the Warehouse area is actually 180,775 square feet for a total of 242,763 square feet.

No parking spaces would be added with the proposed addition. A Variance to 11-12-5 for the shortage of 95 parking spaces is requested. This is a deviation of 58%. The applicant has provided responses to the Variance standards (attached) and staff provided responses earlier in this report.

The minimum 24' drive aisle width requirement is met with all of the new drive aisle.

Curb is required for parking lots with four or more parking spaces. Typically, the parking lot is defined as the parking spaces and all drive aisles. With the relocated new drive aisle, no curb is proposed. Staff also did not request that curb be added.

6. Pavement Setbacks – Pavement setbacks are met with the relocated drive aisle, except that a Variance has been requested for the east pavement setback. A Variance to 11-10-7-A-2-b to reduce the pavement setback from the 50 feet required to 0 feet is requested. This is a deviation of 100%. The applicant has provided responses to the Variance standards (attached) and staff provided responses earlier in this report.

7. Sidewalk / Path Access – Village plans call for a sidewalk along the north side of US Highway 30 and a bike path along the east side of Dugan Road. The site currently does not have any public sidewalks or bike paths in its existing, non-conforming state.

8. Street Access / Traffic Study – Access to the site is provided from two existing driveways, one to US Highway 30 and one to Dugan Road. The access to US Highway 30 exceeds the maximum drive aisle width at the property line requirement of 35'. It is 65' in width in its existing, non-conforming state. No additional access is proposed.

9. Design – As this is not being processed as a PUD, future planning for the site was not discussed. This is simply being processed as a building permit with Variances requested.

10. Landscaping – The current landscaping on site is considered existing, non-conforming as it is not in compliance with the Ordinance. With the proposed building addition and other improvements, staff identified required landscaping in specific areas (this is not all the landscaping that would be required for the whole site):

- | | |
|------------------------------|------------------------------------------------------------------------------------------------------|
| Foundation (11-10-7-G-1-d): | 6 trees and 36 shrubs along the new portion of the west wall. |
| West Buffer (11-10-7-G-1-a): | 4 trees and 24 shrubs (for 122 feet from just north of the existing drive aisle to just north of the |

	relocated drive aisle).
North Buffer (11-10-7-G-1-b):	29 trees and 172 shrubs (for 1,147 feet along north side of north drive aisle).
East Buffer (11-10-7-G-1-b):	3 trees and 18 shrubs (for 122 feet from just north of the existing drive aisle to just north of the relocated drive aisle).
Parkway Trees (12-6-11):	3 trees (for 122 feet from just north of the existing drive aisle to just north of the relocated drive aisle).
Outdoor Storage (11-10-7-I):	There is no specific number of plants required, but an appropriate amount of 6'-8' evergreen trees and shrubs are typically provided to help screen these areas (in addition to fences or walls).

The applicant has not proposed to add any of the identified required landscaping. There is no existing landscaping in these areas. The only landscaping proposed is that which was proposed with the addition currently underway, which was granted Variances several months ago. That plan included 45 Austrian Pine trees in the west buffer to the north (generally not in the area related to the building and site improvements, along the agricultural field). The Plan Commission had asked and the Board approved the condition that that proposed landscaping be relocated to the south end of the site. They have shown 22 of the 45 Austrian Pine trees removed from the plan and instead proposed 2 understory trees and 127 shrubs near the front building foundation in an attempt to meet that condition. It is not clear whether this relocation meets the Plan Commission's original intent. This plan remains to be approved for the addition currently underway.

The landscaping is partially shown in the area that a required staircase and sidewalk will be added. The plan will need to be updated to show the proposed building addition and relocated drive aisle. Also, a table needs to be added to the Landscape Plan listing the plants categorized into trees, shrubs, and perennials / other. The table needs to include the total count of each plant on the plan, their sizes, and species name.

Five Variances to waive each of these landscaping requirements are requested. This is a deviation of 100% of the trees and shrubs for each requirement, except the West Buffer which is only 100% of the shrubs due to proposed trees in this location. The applicant has provided responses to the Variance standards (attached) and staff provided responses earlier in this report.

11. Architecture – The exterior material of the current building is metal siding. The Zoning Ordinance requires a minimum 100% masonry product for the sides facing public streets and 50% masonry product for the other sides in the M-1 District. Metal siding is not allowed. The current building material is therefore existing, non-conforming. The addition is proposed with metal siding to match the existing building and addition currently underway, though this needs to be labeled on the plan. A Variance to 11-10-7-E-1 to allow metal siding on the proposed addition is requested. This is a deviation of 100%. The applicant has provided responses to the Variance standards (attached) and staff provided responses earlier in this report.

The applicant stated that there is no existing or proposed roof-top or ground-based equipment. There are wall-mounted vents on the existing building. If any equipment is added, it should be painted to match the building.

According to the applicant, the garage doors on the addition will be painted to match the garage doors on the existing building as well as the addition currently underway. These should be labeled on the plan with their color (white).

12. Lighting – Lighting of 1.0 to 3.0 average footcandles is required for parking lots used at night. This parking lot is used at night. Typically, the parking lot is defined as the parking spaces and all drive aisles. With the relocated drive aisle, no light poles are proposed that would achieve the minimum lighting level. There are wall-mounted lights that put out very minimal light near the building. The new drive aisle will be 210 feet from the main portion of the building. Staff did not request pole lighting.

On the Photometric Plan, the wall-mounted lights should be labeled as existing or proposed. The light type of high pressure sodium with full shields is ok.

This plan remains to be approved for the addition currently underway.

13. Signage – There are no known changes to signage proposed on the site. Existing signs on the site may or may not be conforming.

14. Outdoor Storage / Loading / Trash – Per the applicant, all loading and trash will be kept inside the building with this plan.

Vehicles and other equipment are often stored outside on all sides of the building. The applicant intends to continue to park trailers in various places throughout the drive aisle for longer than 24 hours. Vehicle storage is a form of outdoor storage and is not allowed in front and corner side yards. It is only allowed in rear or side yards with screening, including opaque fences or walls and landscaping. No screened yard is proposed. With the proposed addition, the focus is on the rear and sides of the site. The front is considered existing, non-conforming. A Variance is requested as discussed in the Landscaping section above for screening of the outdoor storage.

A Variance to 11-4-7-E to waive the requirement to limit outdoor storage to interior side and rear yards only for the relocated drive aisle is also requested. The applicant has provided responses to the Variance standards (attached) and staff provided responses earlier in this report.

15. Engineering – EEI has not provided a review at this time, but has suggested the location for the necessary detention pond.

16. Water supply – Water service is currently installed along US Highway 30 (12” main), Dugan Road (10” main), and from Dugan Road into the site (8” main). Additional water

service improvements are needed on the site to accommodate the expansion and its fire flows. EEI and the Fire District will be reviewing the plans.

17. Sanitary sewer – This area of the Village is not served by a sanitary sewer line. This property like many others in the area is served by a septic system. The septic field on this site is located near the intersection of US Highway 30 and Dugan Road.

18. Stormwater management – As mentioned above, EEI will review stormwater service as the project moves forward. There are four detention pond areas on this site currently.

19. Building / Fire – The Building Division and Fire District will review the plans as this project moves forward. The majority of the interior of the building will be open warehouse space.

It is not clear whether new tanks are being added to this addition. The applicant stated a holding tank is being relocated to the addition, but the original question from staff was not answered. Also, where is the holding tank being relocated from?

As noted previously, some exterior changes to the front of the building are required to accommodate a second access point (stairwell) for the existing second floor of the office area which is not currently meeting Building Code.

PUBLIC RESPONSE

Staff has received no public comment on this project.

STAFF RECOMMENDATION

Staff recommends approval of the Variance to waive the building wall material requirement thereby allowing a metal siding product on the proposed addition, pursuant to Section 11-10-7-E-1 of the Sugar Grove Zoning Ordinance as shown on the Plans, titled “Scot Industries Building Addition”, by Newcomb General Contractor, Sheets T-100, C-100, C-101, C-201, C-301, C-401, C-501, C-601, L-101, A-101, A-102, and A-201, variously dated October 15, 2010 or December 21, 2010, date stamped received March 22, 2011, except as such plans may be revised to conform to Village codes and ordinances and the conditions below:

Staff recommends approval of the Variance to reduce the parking quantity requirement from 165 spaces to 70 spaces, pursuant to Section 11-12-5 of the Sugar Grove Zoning Ordinance as shown on the Plans, titled “Scot Industries Building Addition”, by Newcomb General Contractor, Sheets T-100, C-100, C-101, C-201, C-301, C-401, C-501, C-601, L-101, A-101, A-102, and A-201, variously dated October 15, 2010 or December 21, 2010, date stamped received March 22, 2011, except as such plans may be revised to conform to Village codes and ordinances and the conditions below:

Staff recommends approval of the Variance to reduce the east side pavement setback

requirement from 50 feet to 0 feet along the east property line for the relocated drive aisle, pursuant to Section 11-10-4-C of the Sugar Grove Zoning Ordinance as shown on the Plans, titled "Scot Industries Building Addition", by Newcomb General Contractor, Sheets T-100, C-100, C-101, C-201, C-301, C-401, C-501, C-601, L-101, A-101, A-102, and A-201, variously dated October 15, 2010 or December 21, 2010, date stamped received March 22, 2011, except as such plans may be revised to conform to Village codes and ordinances and the conditions below:

Staff recommends approval of the Variance to reduce the west buffer landscaping requirement thereby allowing for no shrubs along the west property line near the addition, pursuant to Section 11-10-7-G-1-a of the Sugar Grove Zoning Ordinance as shown on the Plans, titled "Scot Industries Building Addition", by Newcomb General Contractor, Sheets T-100, C-100, C-101, C-201, C-301, C-401, C-501, C-601, L-101, A-101, A-102, and A-201, variously dated October 15, 2010 or December 21, 2010, date stamped received March 22, 2011, except as such plans may be revised to conform to Village codes and ordinances and the conditions below:

Staff recommends approval of the Variance to waive the north buffer landscaping requirement thereby allowing for no trees and no shrubs along the north of the developed portion of the property, pursuant to Section 11-10-7-G-1-b of the Sugar Grove Zoning Ordinance as shown on the Plans, titled "Scot Industries Building Addition", by Newcomb General Contractor, Sheets T-100, C-100, C-101, C-201, C-301, C-401, C-501, C-601, L-101, A-101, A-102, and A-201, variously dated October 15, 2010 or December 21, 2010, date stamped received March 22, 2011, except as such plans may be revised to conform to Village codes and ordinances and the conditions below:

Staff recommends approval of the Variance to waive the east buffer landscaping requirement thereby allowing for no trees and no shrubs along the east property line near the addition, pursuant to Section 11-10-7-G-1-b of the Sugar Grove Zoning Ordinance as shown on the Plans, titled "Scot Industries Building Addition", by Newcomb General Contractor, Sheets T-100, C-100, C-101, C-201, C-301, C-401, C-501, C-601, L-101, A-101, A-102, and A-201, variously dated October 15, 2010 or December 21, 2010, date stamped received March 22, 2011, except as such plans may be revised to conform to Village codes and ordinances and the conditions below:

Staff recommends approval of the Variance to waive the foundation planting requirement thereby allowing for no landscaping next to the west wall of the addition, pursuant to Section 11-10-7-G-1-d of the Sugar Grove Zoning Ordinance as shown on the Plans, titled "Scot Industries Building Addition", by Newcomb General Contractor, Sheets T-100, C-100, C-101, C-201, C-301, C-401, C-501, C-601, L-101, A-101, A-102, and A-201, variously dated October 15, 2010 or December 21, 2010, date stamped received March 22, 2011, except as such plans may be revised to conform to Village codes and ordinances and the conditions below:

Staff recommends approval of the Variance to waive the outdoor storage screening requirement thereby allowing for no screening of the outdoor storage areas at the north

end of the addition, pursuant to Section 11-10-7-I of the Sugar Grove Zoning Ordinance as shown on the Plans, titled “Scot Industries Building Addition”, by Newcomb General Contractor, Sheets T-100, C-100, C-101, C-201, C-301, C-401, C-501, C-601, L-101, A-101, A-102, and A-201, variously dated October 15, 2010 or December 21, 2010, date stamped received March 22, 2011, except as such plans may be revised to conform to Village codes and ordinances and the conditions below:

Staff recommends denial of the Variance to waive the requirement limiting outdoor storage to interior side and rear yards only, pursuant to Section 11-4-7-E of the Sugar Grove Zoning Ordinance as shown on the Plans, titled “Scot Industries Building Addition”, by Newcomb General Contractor, Sheets T-100, C-100, C-101, C-201, C-301, C-401, C-501, C-601, L-101, A-101, A-102, and A-201, variously dated October 15, 2010 or December 21, 2010, date stamped received March 22, 2011, except as such plans may be revised to conform to Village codes and ordinances and the conditions below:

Staff recommends approval of the Variance to waive the parkway tree requirement thereby allowing for no parkway trees along Dugan Road near the addition, pursuant to Section 12-6-11 of the Sugar Grove Subdivision Ordinance as shown on the Plans, titled “Scot Industries Building Addition”, by Newcomb General Contractor, Sheets T-100, C-100, C-101, C-201, C-301, C-401, C-501, C-601, L-101, A-101, A-102, and A-201, variously dated October 15, 2010 or December 21, 2010, date stamped received March 22, 2011, except as such plans may be revised to conform to Village codes and ordinances and the conditions below:

1. The existing mud house at the front of the site shall be marked on the plans for demolition.
2. Detention requirements shall be met as reviewed and approved by the Village’s engineering consultant.
3. The Site Data and Parking Data tables shall be corrected as described in the Plan Commission report.
4. The landscaping shall be shown on the plans in a location that does not conflict with the required staircase and sidewalk. The Landscape Plan shall be updated to reflect the proposed addition and proposed drive aisle. A Landscape Table shall be added to the plan as described in the Plan Commission report.
5. The building material color for the proposed addition (both siding and garage doors) shall be labeled on the Elevation Plan. All siding shall match for the entire building. All garage doors shall match for the entire building.
6. If any protruding equipment is added to the grounds, walls, or roof, it shall be painted to match the building or otherwise screened.

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: RICHARD YOUNG, COMMUNITY DEVELOPMENT DIRECTOR
MIKE FERENCAK, VILLAGE PLANNER
SUBJECT: DISCUSSION: TEMPORARY AND SPECIAL SIGNAGE
AGENDA: NOVEMBER 1, 2011 COMMITTEE OF THE WHOLE MEETING
DATE: OCTOBER 27, 2011

ISSUE

Review of interim update to temporary and special signage ordinance.

DISCUSSION

On October 7, 2008, the Village Board passed an amendment to the Sign Ordinance for Temporary and Special Signage. The amendment changed the provisions for temporary special event signs that existed in the Zoning Ordinance at that time. It also added a section for long term special event signs.

The temporary special event sign portion of the ordinance included a sunset provision that automatically repealed the amended provisions for that portion of the ordinance on August 15, 2011. So, currently, the Village is technically required to operate under the pre-October 2008 provisions for temporary special events signs.

The amendment adopted in October 2008 has been found to be generally sufficient. Therefore, staff has proposed this amendment to re-adopt the 2008 amendment and remove the sunset clause. Staff also has included new provisions for maximum temporary special event sign area and material.

This is an interim amendment to a small portion of the Sign Ordinance. The comprehensive revision to the Sign Ordinance will be brought forward at a meeting in 2012.

A public hearing was held on this request on October 19, 2011 in front of the Plan Commission. The Plan Commission recommended approval by a vote of 6-0.

Attached is the Temporary and Special Signage section as it existed from October 7, 2008 to August 15, 2011, but shown in bold are the proposed changes. It would then be re-adopted with those bolded changes.

COST

The only billable cost involved was the cost for the public hearing notice, \$118.09.

RECOMMENDATION

That the Committee of the Whole discuss the proposed text amendment and provide feedback to staff for a final drafted ordinance and vote.

Draft Temporary and Special Signage Amendment

G. Special Events Signs: Temporary signs and attention getting devices that are otherwise prohibited by this chapter may be permitted for purposes of promoting special community activities, grand openings, special events, etc., subject to the following provisions:

1. A written request must be submitted to the zoning enforcement officer seven (7) days prior to the date of the event.

2. A temporary sign permit must be obtained from the zoning enforcement officer.

3. A single zoning lot may apply for up to four (4) signs to be erected on said zoning lot under this subsection G as long as said signs are erected simultaneously and advertise the same special event. For purposes of this subsection G, said signs shall be treated as a single sign. Said signs (up to 4) shall only be required to pay one fee for each increment of time applied for pursuant to subsection G4 of this section (e.g., zoning lot 101 may pay 1 fee for up to 4 signs erected simultaneously for 45 days, or may pay 2 fees for up to 4 signs erected simultaneously on 2 separate increments of time [30 days the first time and 15 days the second time] or other combinations). Temporary sign permit fees shall not be reduced or prorated due to the applicant's choice to select a permit for a shorter period of time than they are otherwise entitled to apply for.

4. Such signs shall be limited to a forty five (45) day maximum exposure period per calendar year, which may be split into increments, with a separate permit and fee to accompany each increment (e.g., zoning lot 101 may apply for 3 separate 15 day periods, 9 separate 5 day periods, one 45-day period or other combinations); provided, however, that all such signs may not be erected prior to one minute after twelve o'clock (12:01) A.M. on the first date of the permit and must be removed by eleven fifty nine o'clock (11:59) P.M. on the date of the expiration of said permit. The board of trustees may extend this time period when necessary.

5. Each temporary sign may not exceed the size of 32 square feet.

6. Each temporary sign must be constructed of a durable material.

7. The above provisions shall apply to all individuals, organizations and businesses. All advertising must be located on the subject premises.

~~6. The provisions of this subsection G shall automatically be repealed as of August 15, 2011, and be of no further force and effect.~~

H. Long Term Special Events Signs:

1. Signs may be erected pursuant to this subsection if said signs advertise an internationally recognized sporting event occurring (in whole or in part) within the village which arranges competition between teams of the United States of America and foreign states (e.g., European Union).

2. Only a written request must be submitted to the zoning enforcement officer by the organizer of the event.

3. A temporary sign permit must be obtained from the zoning enforcement officer.

4. Hereafter, all signs advertising an event under subsection H1 of this section shall be permitted for a period not exceeding twelve (12) months prior to the event and shall be removed within two (2) months after the end of said special event. The village may not issue more than one such permit for any given time period within the village.

5. Eight (8) signs may be erected throughout the village pursuant to a permit issued under this subsection (with the written consent of the applicable landowners). No additional signs may be erected under a single permit.

6. In addition, all signs erected under this subsection shall comply with the following standards and shall not exceed the following dimensions:

a. Maximum size: One hundred twenty eight (128) square feet;

b. Maximum height: Ten feet (10') from grade at base of sign to top of sign.

c. No internally illuminated signs shall be permitted. (Ord. 2008-10-07, 10-7-2008)

Utility Billing Production Agreement

Third Millennium Associates, Inc.

and the Village of Sugar Grove

This agreement, which is of three years duration, will automatically renew after the original three-year period and annually thereafter unless either party provides to the other party written notice of cancellation at least 120 days prior to the agreement anniversary. Notwithstanding the foregoing, the Village may terminate this agreement or any renewals upon 30 days written notice at any time. This production agreement, which is entered into this 1ST day of November, 2011 by and between Third Millennium Associates, Inc. (hereinafter referred to as "TMA") and the Village of Sugar Grove, (hereinafter referred to as "VILLAGE"). For consideration of payment, TMA will provide to VILLAGE programming, Information technology services, laser imaging and mailing services for the purpose of rendering Utility billing invoices and other items as detailed on the attached Schedule "A".

1. Pre-agreement Confidentiality

Confidentiality and non-disclosure are defined by mutual agreement between TMA and VILLAGE per the attached agreement document dated and signed on the ____ day of _____, 2011 by TMA and VILLAGE. Also refer to paragraph 10 of this agreement.

2. Pricing Structure

The prices on which products and services will be provided by TMA to VILLAGE are set forth on the attached Schedule B.

3. Postage Cost

Postage costs are not included in the attached listed prices and will be paid by VILLAGE directly to the USPS via C.A.P.S. The Village will be required to open and maintain a CAPS account. TMA will provide the 3602 document for your review, with the monthly postage required for your Utility bills and / or other TMA imaged mailing on behalf of VILLAGE. VILLAGE will pay the estimated monthly postage directly to the USPS, via the CAPS system. The USPS will report directly to VILLAGE all amounts charged to the VILLAGE postal account.

4. Payment Terms

Products and services provided by TMA shall be cumulatively billed on a monthly basis. The TMA Invoice format shall detail each individual mailing and the dates of the provided service. All correctly rendered TMA monthly invoices shall be paid by VILLAGE in accordance with the Illinois Prompt Payment Act.

5. TMA Quality Commitment

TMA guarantees that it will maintain consistent standards of quality workmanship and warrants the accurate and timely processing, printing and mailing of the document as outlined in paragraph seven (7) and that its products and services will be free from defect in materials and workmanship. TMA does not warrant that the document contents are fit, legally or otherwise, for their intended purpose or use.

6. Limits of Liability

TMA agrees to use all reasonable efforts to provide timely computer services, but will not be held liable for errors of omission resulting from inaccuracies or defects in any VILLAGE billing data file, or for errors, omissions or delays resulting from improper input and output data controls and procedures used by VILLAGE or given to TMA by VILLAGE.

TMA shall not be held responsible for any loss or delay or any default caused by acts of God or any other circumstances outside TMA's control which includes but is not limited to fire, flood, or labor from usual sources of supply, government restrictions, or electrical, mechanical or computer software failure that is unavoidable or beyond reasonable control of TMA. TMA agrees to use all reasonable efforts to provide timely production services at an alternate site in the event that their production site is unusable due to the aforementioned acts of God or any circumstances outside TMA's control.

TMA'S maximum liability for any and all claims arising from the performance of its obligations shall not exceed the purchase price of the products and computer services provided.

7. Division of Responsibilities

7A. TMA Responsibilities

- 7A-1. To write the software required to convert the VILLAGE Utility billing file to the required laser image format.
- 7A-2. To write software that will allow VILLAGE'S Utility billing files to be processed through Postal software for the purpose of reducing VILLAGE'S postage to the minimum allowable postage piece rate.
- 7A-3. To procure all materials required to produce and to mail the Utility bills. This includes the Utility billing invoice, the No.10 window envelope and the No.9 courtesy reply envelope. TMA will not guarantee the performance of materials not produced by TMA.
- 7A-4. TMA will e-mail to VILLAGE record count and control totals for the Utility billing file no later than four (4) hours after receipt of the file.
- 7A-5. TMA will laser image and mail all VILLAGE Utility bills within forty-eight (48) post office operating hours after receipt of VILLAGE control total / record count sign off. Failing to do so will cause TMA a monetary penalty. The penalty is calculated by multiplying the late billing file's dollar value, times VILLAGE'S Bank daily earnings credit rate, times the number of day(s) late.
- 7A-6. TMA will provide our employees the training to ensure the confidentiality of VILLAGE information.
- 7A-7. TMA will maintain effective and timely communications with VILLAGE in all matters pertaining to the responsibilities listed herein.

7B. VILLAGE Responsibilities

- 7B-1. To provide TMA, at the project initiation, with consistently populated Utility billing files with all the applicable billing business rules and all of the Utility billing variations and exceptions for the purpose of laser imaging Utility bills. Any subsequent billing file changes, billing business rules changes or additional changes and or variations will be billed to client at the prevailing programming rates.
- 7B-2. To provide to TMA a three (3) hour response via e-mail verifying the record count and control totals as stated in 7A-4.
- 7B-3. To maintain a CAPS postal account.
- 7B-4. To pay all correctly rendered TMA invoices within twenty (20) days of receipt.

8. Price Changes

During the term of this contract and any renewals thereto, the prices contained herein shall not be changed or adjusted.

9. Renegotiations and Cancellation

In the event either party is in breach of any of the terms contained herein, the non-breaching party shall give written notice of said breach to the breaching party. The breaching party shall have ten (10) days to cure the breach. In the event said breach is not cured within ten (10) days of notice, the non-breaching party may then give thirty (30) days written notice of cancellation of this Agreement.

10. Post-agreement Confidentiality

In the event of cancellation or expiration of this agreement, TMA shall return to VILLAGE all materials and information pertaining to the performance of this agreement. These materials shall include, but are not limited to, all electronic media, all printed material, all notes, memos or other sources of VILLAGE confidential information.

In no instance, prior to, during, or after the conclusion of this agreement, shall TMA offer for sale or in any other manner disclose to any third party the VILLAGE document file or any other such VILLAGE files, whether written or in electronic media format.

11. Materials Production

Prior to materials production runs, TMA will notify VILLAGE in writing of the items to be produced, production quantities planned and the estimated period of materials consumption. TMA will base its materials production quantities on projections using current semi-annualized Utility billing volume.

Any materials (i.e., non imaged forms, envelopes, etc.) that have been produced specifically and exclusively for VILLAGE'S use will be paid for by VILLAGE and at VILLAGE'S written request will be returned by TMA to VILLAGE upon cancellation or expiration of this agreement.

12. Other Provisions

This agreement constitutes the entire agreement between the parties pertaining to the subject matter hereof and supersedes all prior agreements. No amendment, supplement, modification, waiver or termination of this agreement shall be binding unless executed in writing by the party to be bound thereby. No waiver of any of the provisions of this agreement shall be deemed or shall constitute a waiver of any other provision of this agreement, whether or not similar, nor shall such waiver constitute a continuing waiver unless otherwise expressly provided.

This agreement shall be construed and interpreted according to the laws of the State of Illinois.

If any provision, clause or part of this agreement, or the application thereof under certain circumstances is held illegal or unenforceable, the remainder of this agreement, or the application of such provision, clause or part under certain circumstances, shall not be affected thereby.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed the Agreement effective as of the date last written below.

AUTHORIZATION

THIRD MILLENNIUM ASSOCIATES, INC.

Signature: _____

Name: _____

Title: _____

Date: _____

VILLAGE OF SUGAR GROVE

Signature: _____

Name: _____

Title: _____

Date: _____

Schedule A

Materials to be provided by TMA:

- M1. 8 1/2 X 11” Utility bill printed two colors on the face and one color on the back. Paper is 20lb. MOCR bond, with a cross perforation to create the remittance portion of the document.
- M2. No.10 window envelope printed one color on the face. Paper is 24 lb. white-wove.
- M3. No.9 courtesy reply envelope printed one (1) color on the face. Paper is 24 lb. white-wove.
- M4. With mutual agreement, VILLAGE may authorize TMA to provide certain materials for new projects or variations of the billing project. These material descriptions may be attached to, and become a part of Schedule “A”.

Services to be provided by TMA:

- S1. To write VILLAGE Utility billing file conversion software that will allow the laser imaging of VILLAGE Utility bills per the charges stated in Schedule “B”.
- S2. To write the required software that will allow VILLAGE’S billing file to be processed by TMA postal software.
- S3. To process the VILLAGE data file using TMA postal sort application software to reduce the VILLAGE’S postage rate to the minimum automation rate amount allowed by the USPS.
- S4. To laser image VILLAGE Utility bills in quantities and frequencies as stated in schedule “B” of this agreement.
- S5. To insert, seal, tray, sleeve, band, label, palletize and prepare USPS form 3602 and deliver to the US Post office all pieces laser imaged with respect to item S4.
- S6. To insert additional pieces into the outgoing No.10 billing envelope as directed by VILLAGE per the conditions and charges as stated in Schedule “B” of this agreement.
- S7. With mutual written agreement, VILLAGE may authorize TMA to provide additional services and / or products for new projects or variations of this billing project. These service descriptions may be attached to, and become a part of Schedule “A”.

SCHEDULE B - Pricing

The prices contained herein are based on an average annual usage of 48,000 Utility bills. There will be no more than one production run per month for the above stated item. Each Utility billing unit shall consist of the components described in Schedule A.

- 1B. VILLAGE Utility bills will be laser imaged and mailed at a cost of 20 cents per Utility bill (excluding postage). Prices are based on a monthly billing cycle. Each month TMA will bill 4,000 utility accounts in one production run. There is a one-time billing system set up charge of \$2,695 in accordance with section 7B-1, ***this set-up fee is waived per Lance Leader***. This Utility bill set-up fee pays for a complete pre-production test of all systems and components. Included are all Schedule "A" items and printed matter proofs. Also included are the consulting services to coordinate your MSI software, Bank and TMA software. Extensive software tests to insure data input and output integrity. TMA, MSI and VILLAGE shall develop an edit process to verify all record counts and various control totals. The above procedures will allow each party to comply with their responsibilities as stated in Paragraph seven (7). There will be a \$25.00 fee per production run if you chose to laser image late notices and / or shut-off notices as an additional and separate run each month

The TMA PDF electronic Utility bill archival / Adobe Acrobat retrieval system is provided with a one time system set-up charge of \$325.00, ***this fee is waived per Lance Leader***. There is a \$45.00 fee to handle and transmit each PDF file, ***this fee is waived per Lance Leader*** and a 1.9 cents fee per record archived, ***this fee is waived per Lance Leader***.

- 2B. A separate insertion charge will be applied for any additional item inserted into the out-going billing envelope. Insertion items must physically qualify for use on our insertion equipment. The insertion charge is 1 cent per item. This charge does not include the cost of supplying the additional item(s) to be inserted.
- 3B. With mutual written agreement, VILLAGE may authorize TMA to provide certain products and services for new or revised projects. The TMA pricing structure for these projects may be attached to, and become a part of, Schedule "B".

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: JUSTIN VANVOOREN, FINANCE DIRECTOR
SUBJECT: APPROVAL OF A RESOLUTION OF AUTHORIZATION FOR UTILITY BILLING PRODUCTION SERVICES
AGENDA: NOVEMBER 1, 2011 REGULAR BOARD MEETING
DATE: OCTOBER 26, 2011

ISSUE

Should the Board approve a utility billing production agreement.

DISCUSSION

The Village Board last discussed the outsourcing of utility bill production and mailing at the October 4, 2011 Board meeting. The Board approved a resolution authorizing execution of a folder/insertion lease at that meeting. However, Staff informed the Board of the possibility of outsourcing as a less expensive alternative.

Third Millennium Associates, Inc. has presented a proposal to the Village to offer utility billing production services to the Village for \$0.20 per bill (excluding postage) and \$0.01 per additional item (newsletter) inserted into the envelope. Staff has done an analysis of the current and proposed costs involved and determined there will be a monthly cost savings on the hard costs alone, not including staff time.

Therefore, staff is recommending acceptance of the proposal as presented. Attached is the resolution authorizing an agreement, as well as the agreement itself.

COST

The cost of the utility billing production services will be approximately \$830 per month (based on 4,000 utility bills). This cost will be included under 50-50-6309, Other Professional Services. There are several accounts that will be budgeted for fiscal year 2011 – 2012 which will see cost savings because of the agreement including postage, printing, and maintenance or rental of the folder/insertion.

RECOMMENDATION

That the Board accept the proposal as presented and approve a Resolution Authorizing Entering into an Agreement for Utility Billing Production Services.