

<p>Village President P. Sean Michels</p> <p>Village Clerk Cynthia Galbreath</p> <p>Village Administrator Brent M. Eichelberger</p>	 <p>SUGAR GROVE INCORPORATED 1871</p> <p>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 Sean Herron Mari Johnson Rick Montalto David Paluch</p>
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**Agenda
June 04, 2013
Regular Board Meeting
6:00 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Hearing:
 - a. None
5. Appointments and Presentations
 - a. None
6. Public Comment on Items Scheduled for Action
7. Consent Agenda
 - a. Approval: Minutes of May 21, 2013 Meeting
 - b. Approval: Vouchers
 - c. Resolution: Authorizing an Amended Lease for Antennas on the North Water Tower – T-Mobile. STAR
 - d. Resolution: Approving Employment Agreements
8. General Business
 - a. Approval: Temporary Use Permit – Midwest Greyhound Family Fun Day
 - b. Ordinance: Amending the SG Center PUD – Pylon Signage - STAR
 - c. Resolution: Authorizing a Citizens Survey
 - d. Discussion: Overnight Parking Regulations
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

*The consent agenda is made up of items that have been previously discussed, non-controversial, or routine in subject manner and are voted on as a 'package'. However, by simple request any member of the Board may remove an item from the consent agenda to have it voted upon separately. Items that are marked as * STAR – indicate that the item is Subject to Attorney Review*

Members of the public wishing to address the Board shall adhere to the following rules and procedures:

1. Complete the public comment sign-in sheet prior to the start of the meeting.
2. The Village President will call members of the public to the podium at the appropriate time.
3. Upon reaching the podium, the speaker should clearly state his or her name and address.
4. Individual comment is limited to three (3) minutes. The Village President will notify the speaker when time has expired.
5. Persons addressing the Board shall refrain from commenting about the private activities, lifestyles, or beliefs of others, including Village employees and elected officials, which are unrelated to the business of the Village Board. Also, speakers should refrain from comments or conduct that is uncivil, rude, vulgar, profane, or otherwise disruptive. Any person engaging in such conduct shall be requested to leave the meeting.
6. The aforementioned rules pertaining to public comment may be waived by the Village President, or by a majority of a quorum of the Village Board.
7. Except during the time allotted for public discussion and comment, no person, other than a member of the Board, shall address that body, except with the consent of two (2) of the members present.

**Committee of the Whole
CANCELLED**

**AMENDMENT NUMBER ONE
TO OPTION TOWER AND GROUND SPACE LEASE**

THIS AMENDMENT, made the _____ day of _____, 2013, modifies that certain Option Tower and Ground Space Lease (the "Lease") dated 3th day of March, 2004, by and between Village of Sugar Grove whose address is 10 S. Municipal Dr. Sugar Grove, IL 60554, hereinafter referred to as "Landlord," and Voicestream GSM I Operating Company, LLC (predecessor in interest to T-Mobile Central LLC, a Delaware limited liability company), having an address at, 8550 West Bryn Mawr Avenue, Chicago, Illinois.60631, hereinafter referred to as "Tenant."

WHEREAS, Landlord and Tenant entered into the Lease to allow Tenant to locate a cellular common carrier mobile radio base station operations located on a parcel of land (the "Site") with an address of 100 New Bond Rd. Sugar Grove, IL 60506, in Kane County, State of Illinois.

WHEREAS, Landlord and Tenant desire to amend the Lease to allow the replacement of six (6) existing antennas arrays (which in the original lease was three (3), but was increased, with the Landlord, to six (6) antenna arrays, addition of a new line of fiber and alteration of Licensee's Equipment as further detailed herein; and

WHEREAS, Landlord and Tenant desire to amend the Lease to modify the Rent payable by Licensee to Licensor; and

WHEREAS, Landlord and Tenant, in their mutual interest, wish to amend the Lease as set forth below accordingly.

NOW, THEREFORE, in consideration of these presents, the parties hereby agree that the Lease is now modified as follows:

1. Modification to Licensed Premises. All references to Antennas Facilities in the Lease are hereby deleted in its entirety and replaced with the Exhibit E, a copy of which is attached and made a part hereof. Landlord hereby consents to Tenant's alterations as described in Exhibit F and as described in Exhibit E which is attached hereto and made a part of this Lease. Tenant's alterations shall include the installation of replacement of (6) antennas with (6) new antennas, a total of (9) antennas and a line of fiber at the "Site" and operate, repair, replace and maintain Tenant's Equipment as described on Exhibit D. Any equipment upgrades shall be performed per section 1(a) and 8 of the lease. All modifications to antenna's and associated equipment shall not be greater in number or size and substantially the same place and position, and of substantially the same size and weight of the replaced equipment as per the facilities of that shown on Exhibit E and F of the lease modification without approval from the Village of Sugar Grove.

2. Modification to Rent. In consideration for the alterations contemplated by this Amendment, effective upon the first day of the month following the commencement of construction or installation of the new, relocated or modified Equipment, the monthly Rent will be increased by Two Hundred and twenty five Dollars (\$225.00). Rent shall continue to escalate in accordance with the Agreement. Escalation as it applies to section 3 (C) of lease shall remain and shall be applied as specified in the lease and shall be increased per the new rent amount as reflected in the revised increase.

I. In all other respects the Lease is hereby ratified and affirmed without change.

[END OF AMENDMENT - SIGNATURE PAGE FOLLOWS]

Signature Page

IN WITNESS WHEREOF, the parties hereto bind themselves to this Amendment as of the date of full execution.

LANDLORD:

TENANT:

Village of Sugar Grove

T-Mobile

By: _____

By: _____

Printed: _____

Printed: _____

Title: _____

Title: Vice President

Date: _____

Date: _____

STATE OF _____)

_____)

COUNTY OF _____)

I, the undersigned, a notary public in and for the State and County aforesaid, do hereby certify that _____, known to me to be the same person whose name is subscribed to the foregoing Amendment Number One to Option Tower and Ground Space Lease, appeared before me this day in person and acknowledged that he signed the said Amendment as his free and voluntary act for the uses and purposes therein stated.

Given under my hand and seal this ____ day of _____, 20

Notary Public

My commission expires _____

STATE OF ILLINOIS)
)
COUNTY OF COOK)

I, the undersigned, a notary public in and for the State and County aforesaid, do hereby certify that _____, Vice President, known to me to be the same person whose name is subscribed to the foregoing Amendment Number One to Option Tower and Ground Space Lease, appeared before me this day in person and acknowledged that, pursuant to his authority, he signed the said Lease as his free and voluntary act on behalf of the named Tenant corporation, for the uses and purposes therein stated.

Given under my hand and seal this _ day of _____, 20

Notary Public

My commission expires

EXHIBIT E

SITE Name: Prestbury WT

FCC REGISTRATION #: TBD

SITE #: CH47490A

TENANT NAME: T-Mobile

TEL #: 773-444-5400

CONTACT: NOC

ANTENNA EQUIPMENT SPECIFICATIONS

FCC Call Letters: TBD **Type of Modulation or other Emissions:** Intermodulation
(2x20w) **IM3:** <-155 dBc

Type of antenna: Panel **Make:** Andrew

Model: TMBXX-6517-A2M **How many antennas:** (6) – 2 New antennas per sector

Weight: 43.4 lbs each **Antenna Dimension:** 74.9”x 12.0”x 6.5”

Type of antenna: Panel **Make:** Andrew

Model: TMBXX-6517-R2M **How many antennas:** (3) – 1 Existing antenna per sector

Weight: 15.4 lbs each **Antenna Dimension:** 83.5 x 6.6”x 3.3”

Total number of Antennas: (9) Antennas

(6) New TMBXX-6517-A2M and (3) Existing TMBXX-6517-R2M

Usage: Transmit only () Receive only () Transmit & Receive (**X**)

Effective Radiated Power: 250 Watts/channel **Operating Frequency:** 1710 to 2155 MHz

Mounting Brackets, Mounting Height & Mounting Orientation: Sector Mount

RAD Center of Antennas: 151’-0”

Azimuths: 0/120/240

Transmission line Mfg. & Type No: Hybriflex DC/Power – Fiber Optic Cable

High Capacity (HCS) Hybrid Cable, (1) Cable for all three sectors

Outside Diameter: 1 1/4” **Length:** +/- 203’-0”

ADDITIONAL EQUIPMENT

Remote Radio Units (RRU) **Make:** Nokia Siemens

Model: Flexi Multi-radio LTE Base Station (FRIG) **How many RRU’s:** (3) 1 per sector

Weight: 57.3 lbs each **Dimension:** 18.1”x 15.2”x 6”

Model: Flexi – 3 Sector RF Module (FXFB) **How many RRU’s:** (2) Total

Weight: 55.1 lbs each **Dimension:** 19.3”x 16.5”x 6.25”

Make: RayCap (COVP)

Model: RNSDC-7771-PF-48

How many: (2) – Install (1) COVP on top of existing Low Profile Platform and another COVP on the New H-Frame on the ground.

Dimension: 20.2”x 18.3”x 7”

Make: Andrew One Dual Band (TMA)

Model: ETT19VS12UB

How many: (3) – Existing TMA’s on top of existing Low Profile Platform.

Weight: 13.9 lbs each

Dimension: 9.4”x 3.5”x 7”

Mounting Brackets, Mounting Height & Mounting Orientation:

Existing Low Profile Platform at 151’-0” RAD Center

- 1) **Interference Suppression Equipment (specify in detail & attach specifications for any isolators, circulators, filters, intermodulation suppression panels, duplexers, etc.)** N/A
- 2) **Other RF Equipment (specify and include AC Surge and Lightning Arrestor Power, Telephone & Transmission line devices)** Yes
- 3) **Other Equipment (specify all other improvements, company property & personal property located at the site)** N/A

TENANT'S Equipment:

Building: () **Cabinets:** (X)

Lease Area: 18’-5”x 18’-6” = 345 Sq. Ft.

Pad Size: 14’-0”x 6’-0” = 84 Sq. Ft.

Location: Ground equipment located behind water tank

Type: (3) Exterior Cabinets on the ground cabinets

Transmitted Rated Power: 18.7 dBi

Is Emergency Power provided by LANDLORD:

[] YES

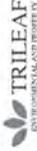
[X] NO

EXHIBIT F

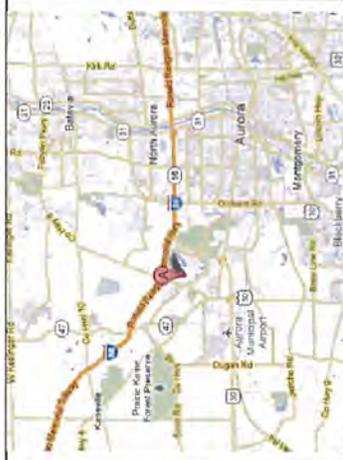
T-Mobile®

SITE NAME: PRESTBURY WT
 SITE ID: CH47490A
 SITE CLASS: WATER TOWER

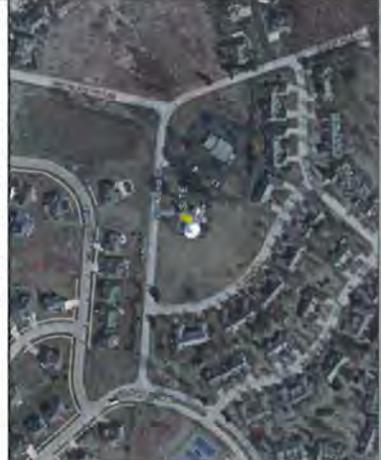
SUGAR GROVE
 KANE
 VILLAGE OF SUGAR GROVE



LOCATION MAP



ENLARGED MAP



SITE DESCRIPTION

RETROFIT (1) EXISTING CABINET AND INSTALL NEW SITE SUPPORT EQUIPMENT. INSTALL (3) ADDITIONAL SYSTEM MODULES AND (1) COVP WITHIN EXISTING LEASE AREA. RUN (1) NEW HYBRID CABLE. REMOVE AND REPLACE (6) EXISTING DUAL ANTENNAS WITH (6) NEW DUAL ANTENNAS. INSTALL (5) NEW RRUS AND (1) NEW COVP IN ANTENNA AREA.

PROPERTY INFORMATION

SITE ADDRESS:
 100 NEW BOND ROAD
 SUGAR GROVE, IL 60554
COORDINATES (NAD 83):
 LATITUDE: NORTH 41.7557
 LONGITUDE: WEST 86.4267

UTILITY CONTACT INFORMATION:

CONTACT NAME: T.B.D.
 CONTACT NUMBER: T.B.D.
 CONTACT EMAIL ADDRESS: T.B.D.

UTILITY CONTACT INFORMATION:
 UTILITIES LOCATING: JULLIE COMED
 PHONE: 800-892-0183
 COMPANY: 800-334-7561
 PHONE: 800-257-0902
 COMPANY: AT&T

BUILDING CODES:

2006 INTERNATIONAL BUILDING CODE WITH AMENDMENTS
 2008 NATIONAL ELECTRIC CODE WITH AMENDMENTS

PROJECT TEAM

APPLICANT INFORMATION:
T-Mobile®
 8550 BRYN MAWR AVENUE, SUITE 100
 CHICAGO, ILLINOIS 60631
 PHONE: 773-444-5400

ARCHITECTURAL/ENGINEERING FIRM:
TRILEAF
 729 N. ROUTE 83
 SUITE 307
 BENSenville, IL, 60106
 ILLINOIS PROFESSIONAL DESIGN FIRM
 No. 184 00645E EXPIRES 4-30-2015

SITE ACQUISITION:
 1141 SHYRMAN AVE
 EVANSTON, IL, 60202

LAW:
LORA, CHANTHADOUANGSY & CASTELLANOS, LLC
 ATTORNEYS AT LAW - SITE ACQUISITION
 10700 W. HIGGINS
 ROSEMONT, ILLINOIS 60018
 PHONE: 647-608-6300
 FAX: 647-608-1299

STRUCTURAL ENGINEERING:
 J.V. HENK, INC. STRUCTURAL ENGINEERING

SHEET INDEX

SHEET #	DESCRIPTION
T-1	TITLE SHEET
C-1.0	SITE PLAN
C-2.0	EQUIPMENT LAYOUT EXISTING AND PROPOSED
C-2.1	GEOMETRIC PLAN
C-3.0	SITE DETAILS
C-3.1	SITE DETAILS
A-1.0	ELEVATIONS
A-2.0	ANTENNA LAYOUT EXISTING PROPOSED
A-3.0	ANTENNA DETAILS
A-3.1	ANTENNA DETAILS AND SPECIFICATIONS
E-1.0	ELECTRICAL DIAGRAM AND NOTES
G-1.0	GROUNDING DIAGRAM AND DETAILS

APPROVALS

THE FOLLOWING TABLE LISTS APPROVER AND ACCEPT THESE DOCUMENTS AND AUTHORS THE CONTRACTOR TO PROCEED WITH THE CONSTRUCTION. EXCEPT WHERE SHOWN, ALL DOCUMENTS ARE SUBJECT TO REVIEW BY LOCAL BUILDING DEPARTMENT AND MAY CHANGE OR WITHDRAW.

NO.	DATE	REVISIONS	BY	REV	NO.	DATE	REVISIONS	BY	REV
1	02/10/12	PRELIMINARY DTS	AF	KD	1	02/10/12	PRELIMINARY DTS	AF	KD
2	02/10/12	FINAL COMMENTS	AF	KD	2	02/10/12	FINAL COMMENTS	AF	KD
3	02/10/12	GROUP COMMENTS DATED 02/10/12	AF	KD	3	02/10/12	GROUP COMMENTS DATED 02/10/12	AF	KD
4	02/10/12	REVISION PER VILLAGE OF SUGAR GROVE COMMENTS DATED 02/10/12	AF	KD	4	02/10/12	REVISION PER VILLAGE OF SUGAR GROVE COMMENTS DATED 02/10/12	AF	KD

LANDLORD: _____
 DEVELOP. MGR.: _____
 CONST. MGR.: _____
 RF ENGINEER: _____
 F.O.P.S.: _____
 SAC / ZONING REP.: _____

TITLE SHEET

DRAWING NUMBER

T-1

PROJECT #
600635

SITE ADDRESS
 100 NEW BOND ROAD
 SUGAR GROVE, IL 60554

SITE NUMBER
 CH47490A

SITE NAME
 PRESTBURY WT

THESE DRAWINGS ARE FULL SIZE AND ARE SCALABLE ON 11" X 17" SHEET SIZE AND ARE NOT REDUCED IN SIZE.

T-Mobile
 COMMUNICATIONS
 100 NEW BOND ROAD
 SUGAR GROVE, IL 60154

TRILEAF
 ENVIRONMENTAL AND PROPERTY
 CONSULTANTS
 272 S. ROUTE 403
 SUGAR GROVE, IL 60154
 PHONE: 815.486.1100
 FAX: 815.486.1101



SITE NAME
 PRESTBURY WT

SITE NUMBER
 CH47490A

SITE ADDRESS
 100 NEW BOND ROAD
 SUGAR GROVE, IL 60154

PROJECT #
 600635

NO.	DATE	BY	DESCRIPTION
1	02.10.12	JAE	PRELIMINARY DES.
2	02.10.12	JAE	FINAL DRAWINGS
3	10.18.12	JAE	REVISED PER WALKER OF SUGAR GROVE COMMENTS DATED 10.11.12
4	12.18.12	JAE	REVISED PER WALKER OF SUGAR GROVE COMMENTS DATED 12.04.12

SITE PLAN
 DRAWING NUMBER
C-1.0



SITE PLAN
 SCALE: 1/8" = 1'
 NORTH

11" X 17" SHEET SIZE AND ARE NOT REDUCED IN SIZE.
 THESE DRAWINGS ARE FULL SIZE AND ARE SCALABLE ON A4P.

T-Mobile
 100 W. WASHINGTON ST.
 SUITE 200
 CHICAGO, ILLINOIS 60601
 PHONE: 312.467.1000
 FAX: 312.467.1001

TRILEAF
 ENVIRONMENTAL AND PROPERTY
 CONSULTANTS
 720 N. KOSTER RD.
 SUITE 200
 DEERFIELD, ILLINOIS 60015
 ALBERTA PROFESSIONAL
 LANDSCAPE ARCHITECT
 No. 126433-01-01



SITE NAME
 PRESTBURY WT

SITE NUMBER
 CH47490A

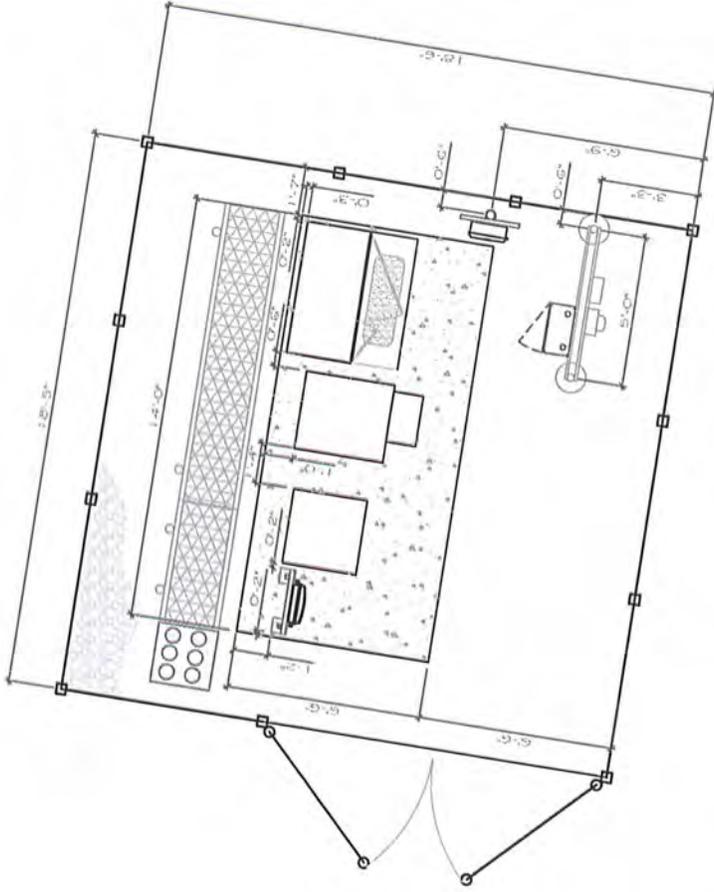
SITE ADDRESS
 100 NEW BOND ROAD
 SUGAR GROVE, IL
 60854

PROJECT #
 600635

NO.	DATE	BY	REV.	APP.
A	07.10.12	JAF	KLD	POG
B	08.20.12	JAF	KLD	POG
C	10.11.12	JAF	KLD	POG
D	12.11.12	JAF	KLD	POG

REVISIONS ARE FULL SIZE AND ARE SCALABLE ON 11" X 17" SHEET SIZE AND ARE NOT REDUCED IN SIZE.

GEOMETRIC PLAN
 DRAWING NUMBER
C-2.1



GEOMETRIC COMPOUND PLAN
 SCALE: 1/4"=1'-0"
 NORTH

T-Mobile
 400 W. WASHINGTON
 SUITE 100
 CHICAGO, ILLINOIS 60601
 (773) 246-7000
 WWW.T-MOBILE.COM

TRILEAF
 ENVIRONMENTAL PROPERTY
 722 N. POLICE ST.
 SUITE 207
 CHICAGO, ILLINOIS 60610
 (773) 246-7000
 WWW.TRILEAF.COM



SITE NAME
 PRESTBURY WT

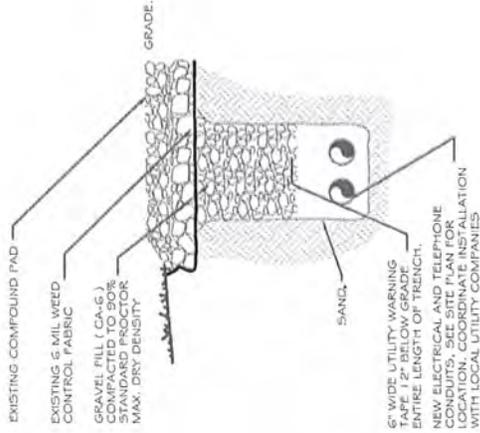
SITE NUMBER
 CH47490A

SITE ADDRESS
 100 NEW BOND ROAD
 SUGAR GROVE, IL 60554

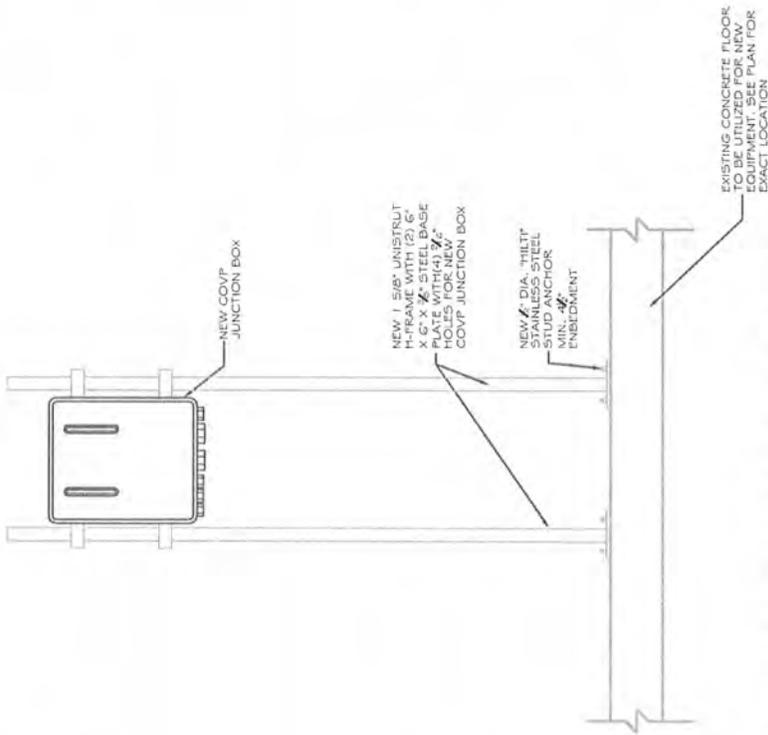
PROJECT #
 600635

NO.	DATE	BY	REVISIONS
A	02.10.12	AF	PRELIMINARY DTS
B	08.20.12	AF	FINAL DRAWINGS
C	10.18.12	DL	REVISED PER VILLAGE OF SUGAR GROVE COMMENTS DATED 10.11.12
D	12.18.12	DL	REVISED PER VILLAGE OF SUGAR GROVE COMMENTS DATED 12.01.12

SITE DETAILS
 DRAWING NUMBER
C-3.0



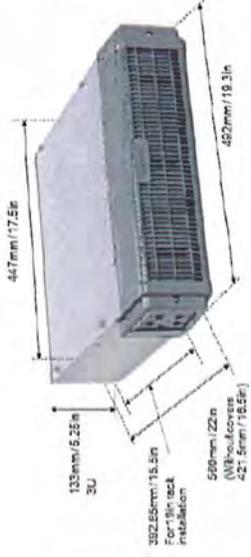
COMPOUND
TRENCH DETAILS
 SCALE: N.T.S.



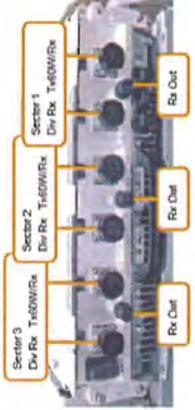
H-FRAME CONNECTION DETAIL
 SCALE: N.T.S.

NO.	DATE	REVISIONS
1	02.10.12	REVISED PER WLADE OF SUGAR GROVE CONDORTS DATED 10.11.12
2	08.20.12	PRELIMINARY DCS
3	09.10.12	FINAL DRAWINGS
4	10.10.12	REVISED PER WLADE OF SUGAR GROVE CONDORTS DATED 10.11.12
5	12.10.12	REVISED PER WLADE OF SUGAR GROVE CONDORTS DATED 12.01.12

Flexi 3-Sector RF Module 1900 (FXFB)



- < 25 liters
- < 25 kg
- 3 height units
- IP65
- 35 to +55 °C



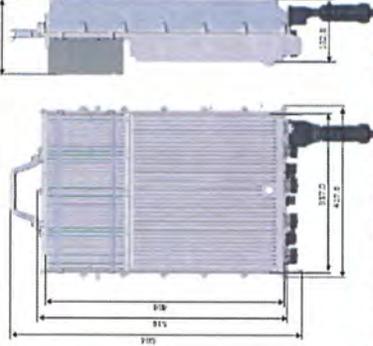
T-Mobile stick together
 NSN proprietary and confidential

FRIG

Status of Mechanical Parameters
 Overall Dimensions

Sub-section	Width (mm)		Height (mm)		Depth (mm)		Qty	Volume (L)
	F Filter	PA	F Filter	PA	F Filter	PA		
Overall w/o bosses (3-way)	307	324.5	155	479.5	132.5	151.95	1	26

Note:
 1. All the dimensions do not include Flange. Screw Boss & Connectors. Shipping in height was used separately for Volume calculate.



- 26 liters
- 26 Kg
- IP65
- 35 to +55 °C*
- 4*30W or 2*60W

Draft

Note:
 These dimensions are based on thermal simulation and final dimensions are expected to be available by June 2012. Final dimensions may vary depending upon the final optimization after actual hardware is available.



T-Mobile stick together
 NSN proprietary and confidential



SITE NAME
PRESTBURY WT

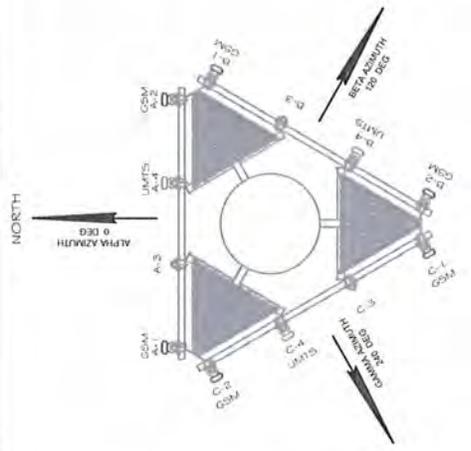
SITE NUMBER
CH47490A

SITE ADDRESS
100 NEW BOND ROAD
SUGAR GROVE, IL
60554

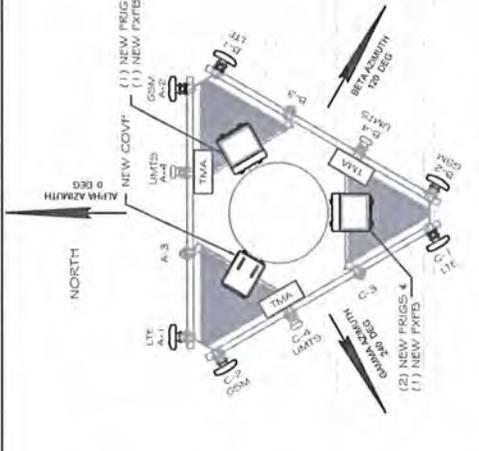
PROJECT #
600635

NO.	DATE	REVISIONS
A	02.10.12	PRELIMINARY DTS
B	02.20.12	FINAL DRAWINGS
C	10.16.12	REMOVE PERM VILLAGE OF SUGAR GROVE COMMENTS DATED 10.11.12
D	12.16.12	REMOVE PERM VILLAGE OF SUGAR GROVE COMMENTS DATED 12.03.12

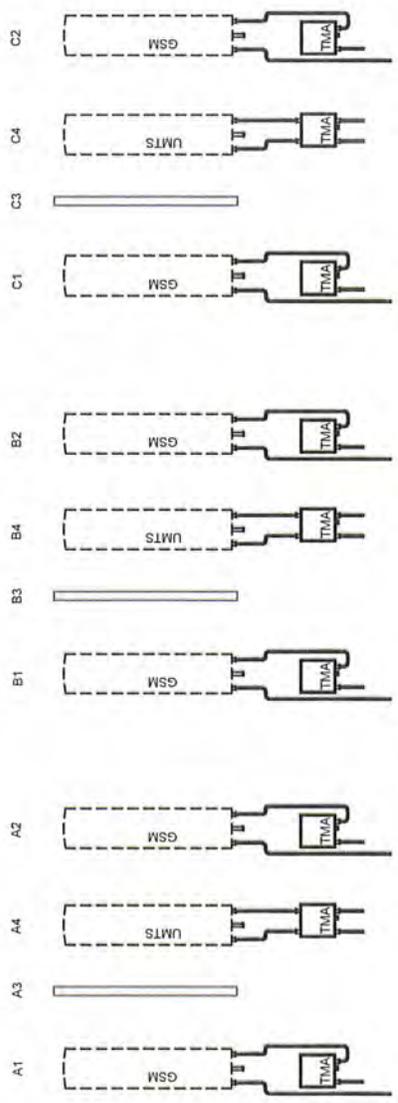
ANTENNA LAYOUT
DRAWING NUMBER
A2.0



EXISTING ANTENNA LAYOUT
SCALE 1/8"



PROPOSED ANTENNA LAYOUT
SCALE 1/8"

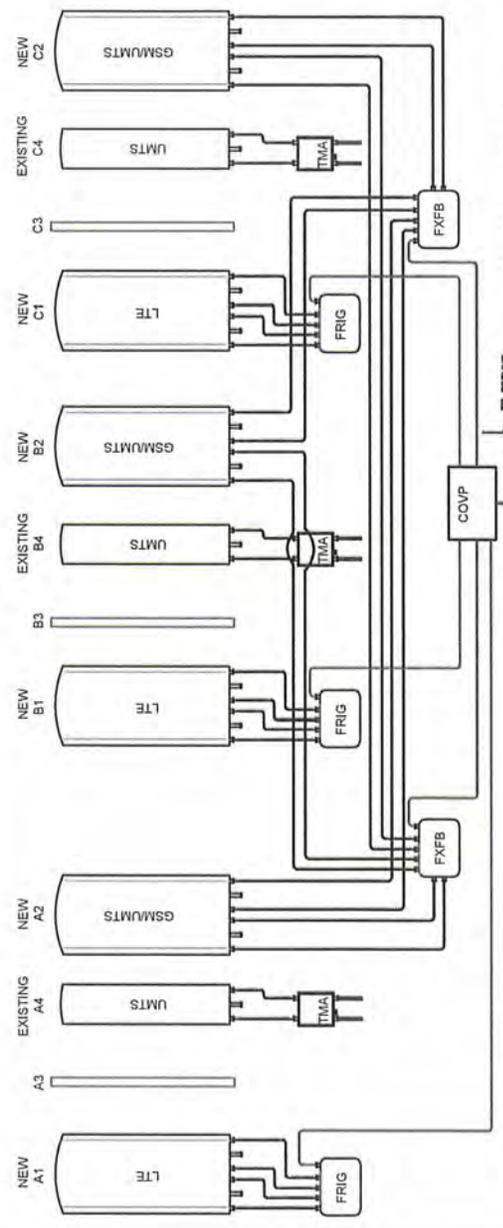


GAMMA SECTOR

BETA SECTOR

ALPHA SECTOR

EXISTING ANTENNA CONFIGURATION
SCALE 1/8"



GAMMA SECTOR

BETA SECTOR

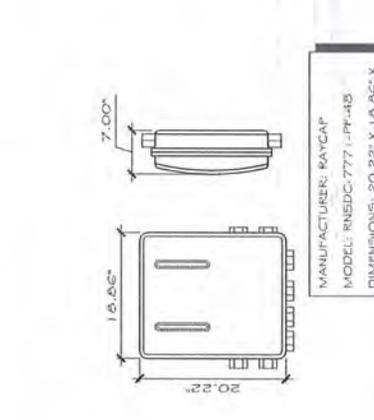
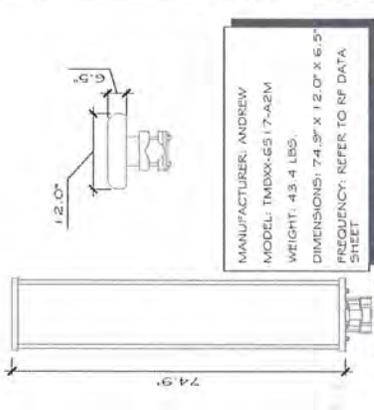
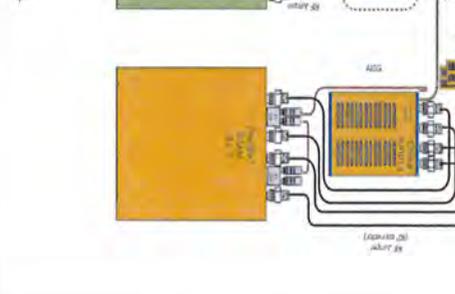
ALPHA SECTOR

PROPOSED ANTENNA CONFIGURATION
SCALE 1/8"

PROPOSED ANTENNA AND COAXIAL CABLE SCHEDULE

LOCATION	AZIMUTH	RAD CENTER	TECHNOLOGY	ANTENNA MODEL #	MECHANICAL DOWN TILT	ELECTRICAL DOWN TILT	RFU TYPE	HCS DIAMETER AND TYPE	HCS ACTUAL LENGTH	HCS FACTORY LENGTH
ALPHA	A1	0	LTE	TMBXX-6517-A2M	2	4	FRIG	1 1/4" HIGH CAPACITY HCS	+1-209'-0"	225'-0"
	A3	0	UMTS	TMBXX-6517-R2M	2	4	TMA	EXISTING 1.58" COAX		
	A4									
	A2	0	OSMUUMTS	TMBXX-6517-A2M	2	4	PXPB			
BETA	B1	120	LTE	TMBXX-6517-A2M	2	4	FRIG			
	B3	120	UMTS	TMBXX-6517-R2M	2	4	TMA	EXISTING 1.58" COAX		
	B4									
	B2	120	OSMUUMTS	TMBXX-6517-A2M	2	4	SHARED PXPB W/ A2 & C2			
GAMMA	C1	240	LTE	TMBXX-6517-A2M	0	4	FRIG			
	C3	240	UMTS	TMBXX-6517-R2M	0	4	TMA	EXISTING 1.58" COAX		
	C4									
	C2	240	OSMUUMTS	TMBXX-6517-A2M	0	4	PXPB			

NSN Configuration 1A



- ANTENNA AND COAXIAL CABLE SCHEDULE**
- ALL ANTENNAS SHALL BE FURNISHED WITH DOWN TILT BRACKETS. CONTRACTOR SHALL COORDINATE REQUIRED MECHANICAL DOWN TILT FOR EACH ANTENNA WITH RF ENGINEER. ANTENNA DOWN TILT SHALL BE SET AND VERIFIED BY A SMART LEVEL.
 - ANTENNA CENTRELINE HEIGHT IS IN REFERENCE TO ELEVATION 0'-0"
 - CONTRACTOR SHALL INSTALL COLOR CODE RINGS ON EACH OF THE HYBRID CABLES AND JUMPER CABLES WITH UV RESISTANT TAPE. ALL CABLES SHALL BE MARKED AT TOP AND BOTTOM WITH 2" COLOR TAPE OR STENCIL TAG. COLOR TAPE MAY BE OBTAINED FROM GRAYBAR ELECTRONICS.
 - INSTALL NEW HYBRID CABLE THRU THE EXISTING CABLE ENTRY PORTS AND ROUTE ALONG EXISTING T-MOBILE COAXIAL CABLES.
 - REMOVE EXISTING T-MOBILE ANTENNA AND RF CABLES AFTER NEW ANTENNA INSTALLATION HAS BEEN TESTED AND APPROVED BY PROJECT MANAGER.



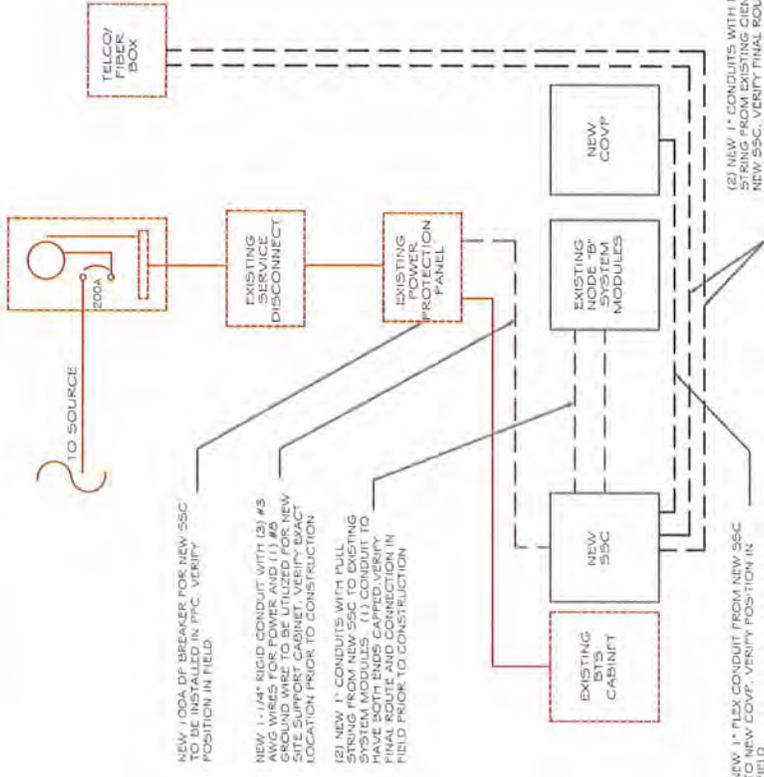
NO.	DATE	REVISIONS
01	08/20/12	PRELIMINARY
02	08/20/12	FINAL DRAWINGS
03	08/20/12	GROUP COMMENTS DATED 10/11/12
04	12/18/12	REVISION PER VALUE OF \$20M
05	08/20/12	REVISION PER VALUE OF \$20M

THESE DRAWINGS ARE FULL SIZE AND ARE NOT TO BE REDUCED IN SIZE.
 1/4" = 1" SHEET SIZE AND ARE NOT REDUCED IN SIZE.

- GROUNDING NOTES.**
- THE PLANIS SHOWS A GENERAL IN NATURE, ACTUAL GROUNDING INSTALLATION AND CONSTRUCTION MAY VARY DUE TO SITE SPECIFIC CONDITIONS
 - GROUNDING SYSTEM SHALL BE TESTED PER SPECIFICATIONS AND SHALL HAVE A RESISTANCE OF 5 OHMS OR LESS
 - GROUNDING PLAN WAS PREPARED PRIOR TO THE COMPLETION OF THE GEO TECHNICAL REPORT AND TOWER FOUNDATION DESIGN. THE LAYOUT AND RADIALS AND GROUNDING ROD ARE APPROX. IN NATURE AND MAY NEED TO BE ADJUSTED IN THE FIELD
 - GROUND RODS SHOULD NOT EXTEND THROUGH THE TOWER FOUNDATION OR OTHER STRUCTURAL ELEMENTS WITH OUT WRITTEN APPROVAL FROM THE ARCHITECT OR ENGINEER.

REFER TO GROUNDING NOTES ON SHEET G-1 FOR INSTALLATION INSTRUCTIONS AND MATERIAL SPECIFICATIONS FOR EACH SPECIFIC ITEMS GROUNDING

200A, 120/240V, 1 PHASE METER



ELECTRICAL DIAGRAM

CONSTRUCTION ADMINISTRATION

- PRIOR TO STARTING CONSTRUCTION THE GENERAL CONTRACTOR SHALL ASSIGN A PROJECT MANAGER THAT WILL BE RESPONSIBLE FOR THE COORDINATION AND SCHEDULING OF ALL WORK. THE PROJECT MANAGER SHALL BE THE CONTACT PERSON FOR ALL PERSONNEL WORKING ON THIS PROJECT. PRIOR TO THE START OF THIS PROJECT THE PROJECT MANAGER SHALL SCHEDULE ALL MEETINGS WITH ALL CONTRACTORS INVOLVED IN THIS PROJECT.
- PRIOR TO STARTING CONSTRUCTION THE GENERAL CONTRACTOR SHALL SUBMIT A CONSTRUCTION REPRESENTATIVE FOR THEIR REVIEW.
- THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR KEEPING DAILY PROGRESS REPORTS THAT INCLUDE SITE MATERIALS ON SITE AND WEATHER. WEEKLY REPORT TO THE OWNER AND TRILEAF FOR REVIEW
- THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR FOLLOWING ALL OSHA, AND WPCS SAFETY REQUIREMENTS DURING CONSTRUCTION.
- PRIOR TO POURING ANY CONCRETE, TOWER ERECTIONS OR TELECOM EQUIPMENT BEING DONE, THE G.C. SHALL PROVIDE THE PROJECT MANAGER AND TRILEAF WITH 48 HOUR NOTICE
- EACH SUBCONTRACTOR SHALL BE RESPONSIBLE FOR DAILY CLEAN UP OF ALL MATERIAL AND DEBRIS.
- THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR SCHEDULING ALL NECESSARY INSPECTIONS AS REQUIRED
- TRILEAF SHALL NOT HAVE CONTROL OR CHARGE OF CONSTRUCTION MEANS, MATERIAL AND / OR METHODS OTHER THEN WHAT IS SHOWN ON THESE DRAWINGS AND SPECIFICATIONS
- THE GENERAL CONTRACTOR SHALL FOR THE DURATION OF THE PROJECT CARRY AND MAINTAIN AT THEIR OWN EXPENSE ALL REQUIRED BONDS AND INSURANCES AS SPECIFIED IN MASTER AGREEMENT AND CONTRACT. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING THE OWNER AS ADDITIONAL INSURED ON ALL POLICIES.
- G.C SHALL PROVIDE WRITTEN PROOF OF ALL REQUIRED BONDS AND INSURANCE.

SCHEDULING

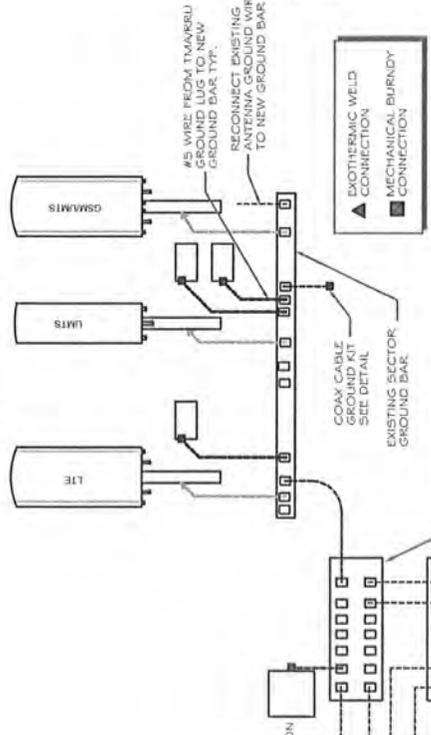
- PRIOR TO STARTING CONSTRUCTION THE G.C. SHALL VERIFY ALL SURVEY STAKES AS SHOWN ON DRAWINGS AND SET ELEVATION STAKE AS REQUIRED.
- ONCE SITE HAS BEEN GRUBBED THE CONTRACTOR SHALL INSTALL A TEMPORARY CONSTRUCTION ZONE BARRIERS AND COMPLIANCE WITH ALL LOCAL, STATE AND FEDERAL CODES.
- THE CONTRACTOR SHALL BRING SITE TO SUB-BASE ELEVATION IN ALL ACADEMY ROAD, PRIOR TO FORMING AND POURING FOUNDATION.
- IF IN THIS CONTRACT, THE GENERAL CONTRACTOR SHALL PROVIDE SEEDING, FERTILIZING AND ANY OTHER NECESSARY WORK TO BRING THE WATER AS REQUIRED TO ENSURE GROWTH.

GENERAL NOTES

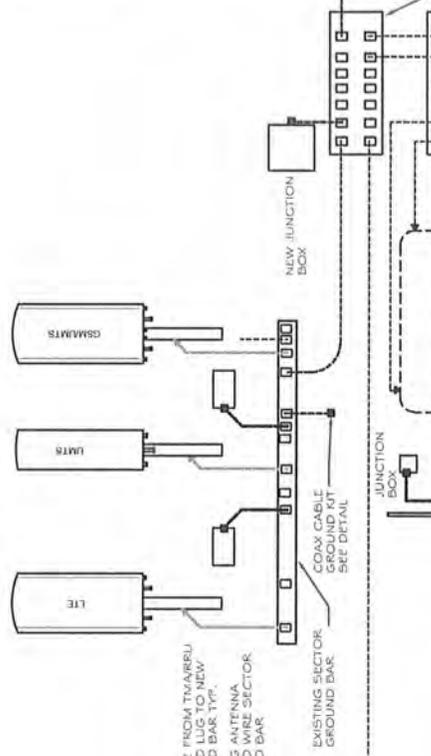
- ALL PLANS AND SPECIFICATIONS ARE INTENDED TO INCLUDE ALL ITEMS REQUIRED FOR THE PROPER EXECUTION AND COMPLETION OF THIS WORK. ANY ITEM OF WORK MENTIONED IN THE SPECIFICATION SHALL BE SHOWN ON THE DRAWINGS AND NOT MENTIONED IN THE SPECIFICATIONS SHALL BE PROVIDED BY THE CONTRACTOR AS IF INCLUDED IN BOTH.
- THE DOCUMENTS FOR THIS PROJECT CONSIST OF DRAWINGS, AND SPECIFICATIONS PREPARED BY TRILEAF, INC.
- THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR SECURING ALL NECESSARY DOCUMENTS, PERMITS, CONSTRUCTION DOCUMENTS, SPECIFICATIONS AND SHOP DRAWINGS, AND ANY OTHER INFORMATION REQUIRED TO COORDINATE ALL INTENDED WORK.
- THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR SECURING ALL REQUIRED PERMITS, BONDS, OCCUPANCY PERMITS AND TIES.
- ALL WORK NOTED "BY OTHER" OR "A.I.C." IS TO BE THE RESPONSIBILITY OF THE OWNER AND IS NOT TO BE PART OF THE GENERAL CONTRACTORS. THE CONTRACTOR SHALL COORDINATE WITH OWNER TO COORDINATE SAID WORK WITH OWNERS CONTRACTOR.
- THE GENERAL CONTRACTOR SHALL PROVIDE ALL MATERIAL AND LABOR NECESSARY TO COMPLETE THE WORK AS SPECIFIED IN THESE DRAWINGS AND SPECIFICATION.
- DO NOT SCALE DRAWINGS. DIMENSIONS GOVERN. LARGER SCALE DETAILS GOVERN OVER SMALLER DETAILS. NOTIFY THE ARCHITECT OR ENGINEER OF ANY CONFLICTS.
- THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS, NEW AND EXISTING CONDITIONS ON THE SITE AND THOSE SHOWN ON THESE DRAWINGS PRIOR TO ORDERING OR STARTING ANY WORK. THE ARCHITECT OR ENGINEER OF ANY DISCREPANCIES, OMISSIONS AND/OR CONFLICTS BEFORE COMMENCEMENT OF ANY WORK.
- THE GENERAL CONTRACTOR SHALL NOTIFY THE ARCHITECT OR ENGINEER OF ANY DISCREPANCIES BETWEEN THE CONSULTANTS DRAWINGS AND TRILEAF'S DOCUMENTS.
- NO FEA OF IGNORANCE ON THE PART OF CONTRACTOR OR SUBCONTRACTOR REGARDING ANY EXISTING CONDITIONS SHALL BE VALID ONCE THE CONTRACT BETWEEN OWNER AND CONTRACTOR HAS BEEN DECIDED.
- THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DAMAGES TO ADJACENT WORK AND SHALL TAKE ALL NECESSARY PRECAUTIONS TO AVOID SUCH DAMAGE. ALL MATERIAL SHALL REPAIR SUCH DAMAGE AT THEIR OWN EXPENSE THIS INCLUDES TRACES OF SPLASHES, DROPPINGS, SMUDGES, AND ALL OTHER CONDUITS.
- ALL MATERIAL TO BE USED FOR THIS PROJECT SHALL BE STORED IN A LEVEL AND DRY MANNER SO AS NOT TO DESTROY THE COMPLETION OF OTHER WORK.
- THE GENERAL CONTRACTOR SHALL SECURE ALL REQUIRED SHOP DRAWINGS AND REVIEW THEM FOR APPROVAL BY SUBMITTING THEM TO THE OWNER OR ARCHITECT.
- THE GENERAL CONTRACTOR SHALL SUBMIT ALL MATERIALS TO THE FIELD WITH CLEAR LABELS INDICATING THE PRODUCT WEIGHTS OR EXCESS ITEMS SPECIFIED.
- ALL WORK PERFORMED SHALL CONFORM TO ALL APPLICABLE LOCAL, STATE AND FEDERAL BUILDING CODES IN CASE OF A CONFLICT THE MORE STRINGENT INTERPRETATION SHALL APPLY.

REV	DATE	BY	CHKD	APP	REVISIONS
1	07.10.12	AV	KLD	KOJ	PRELIMINARY DTS
2	08.20.12	AV	KLD	KOJ	FINAL DRAWINGS
3	10.18.12	AV	KLD	KOJ	GROUND NEW WALLS OF SIGN
4	10.11.12	AV	KLD	KOJ	GROUND COMMENTS DATED 10.11.12
5	12.18.12	AV	KLD	KOJ	GROUND COMMENTS DATED 12.18.12

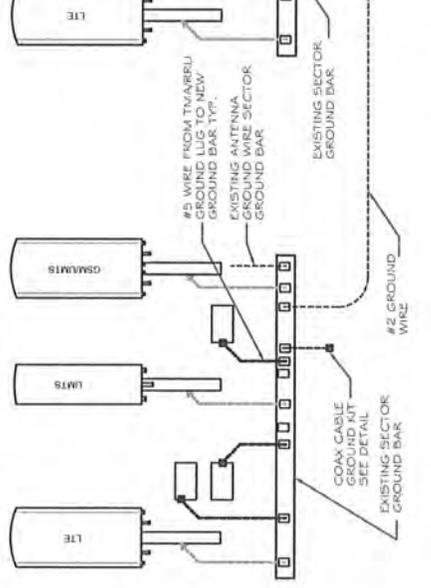
GAMMA SECTOR



BETA SECTOR



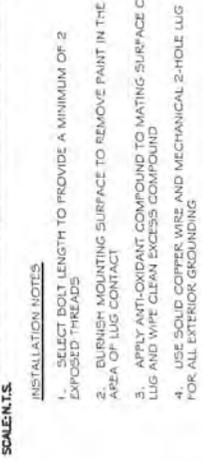
ALPHA SECTOR



GROUNDING DIAGRAM



PRIMARY GROUND BAR DETAIL



INSTALLATION NOTES

1. SELECT BOLT LENGTH TO PROVIDE A MINIMUM OF 2 EXPOSED THREADS
2. BURNISH MOUNTING SURFACE TO REMOVE PAINT IN THE AREA OF LUG CONTACT
3. APPLY ANTI-OXIDANT COMPOUND TO MATING SURFACE OF LUG AND Wipe CLEAN EXCESS COMPOUND
4. USE SOLID COPPER WIRE AND MECHANICAL 2-HOLE LUG FOR ALL EXTERIOR GROUNDING

EXOTHERMIC CONNECTION DETAILS

SCALE: 1/8"

11" X 17" SHEET SIZE AND ARE NOT REDUCED IN SIZE.
 THESE DRAWINGS ARE FULL SIZE AND ARE SCALABLE ON A 1:1 BASIS.

Exhibit G

Year (from 26 Mar to 25 Mar of next year)	Rent (3% increase starting in 2014)
2013	2,116.92
2014	2,180.43
2015	2,245.84
2016	2,313.22
2017	2,382.61
2018	2,454.09
2019	2,527.71
2020	2,603.54
2021	2,681.65
2022	2,762.10
2023	2,844.96
2024	2,930.31

OVERVIEW

Lease Commencement:	May 2013	Premises	
Lease Term:	144 months		
Lease Expiration:	April 2025	Premises Sq. Ft.:	0

BASE MONTHLY RENT

Base Monthly Rent:	\$2,116.92			
Base Rent Structure:	Months:	Base Rent:	Months:	Base Rent:
	05/2013 - 04/2014	\$2,116.92	05/2019 - 04/2020	\$2,527.71
	05/2014 - 04/2015	\$2,180.43	05/2020 - 04/2021	\$2,603.54
	05/2015 - 04/2016	\$2,245.84	05/2021 - 04/2022	\$2,681.65
	05/2016 - 04/2017	\$2,313.22	05/2022 - 04/2023	\$2,762.10
	05/2017 - 04/2018	\$2,382.61	05/2023 - 04/2024	\$2,844.96
	05/2018 - 04/2019	\$2,454.09	05/2024 - 04/2025	\$2,930.31



	5/1/2013	05/2013 04/2014	05/2014 04/2015	05/2015 04/2016	05/2016 04/2017	05/2017 04/2018	05/2018 04/2019	05/2019 04/2020	05/2020 04/2021	05/2021 04/2022	05/2022 04/2023	05/2023 04/2024	05/2024 04/2025
Base Rent		\$25,403	\$26,165	\$26,950	\$27,759	\$28,591	\$29,449	\$30,333	\$31,243	\$32,180	\$33,145	\$34,140	\$35,164
TOTALS													
Per Sq. Ft	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Monthly Average		\$2,117	\$2,180	\$2,246	\$2,313	\$2,383	\$2,454	\$2,528	\$2,604	\$2,682	\$2,762	\$2,845	\$2,930
Annual Total		\$25,403	\$26,165	\$26,950	\$27,759	\$28,591	\$29,449	\$30,333	\$31,243	\$32,180	\$33,145	\$34,140	\$35,164
Cumulative Total		\$25,403	\$51,568	\$78,518	\$106,277	\$134,868	\$164,317	\$194,650	\$225,892	\$258,072	\$291,217	\$325,357	\$360,521



KEY LEASE POINTS

Rentable Sq. Ft.	0
Start Date	May 2013
Lease Term	144 months
Abatement	0 months
Lease Type	Cellular Tower
Discount Rate	0.00%

KEY CHARACTERISTICS

KEY FINANCIALS

Total Rent	\$360,521
Present Value	\$360,521
Average Annual Rent	\$30,043
Average Monthly Rent	\$2,504
Annual Net Effective Rate	\$0
Monthly Net Effective Rate	\$0

PER RSF



**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: JUSTIN VANVOOREN, FINANCE DIRECTOR
SUBJECT: RESOLUTION: AUTHORIZATION TO ENTER INTO AN AMENDED AGREEMENT FOR ANTENNA LEASE – STAR
AGENDA: JUNE 4, 2013 REGULAR BOARD MEETING
DATE: MAY 31, 2013

ISSUE

Shall the Village Board approve an amended water tower antenna lease.

DISCUSSION

The Village Board approved the antenna lease with T-Mobile for the 100 New Bond Road water tower in March 2004. T-Mobile recently proposed replacing 6 of the 9 current antennas with new antennas that are larger in size and weight. The proposal was reviewed by Community Development and the Village's wireless consultant. Accordingly, the Village requested additional compensation and T-Mobile has agreed to \$225 per month (\$75 per sector x 3 sectors) in tower lease income.

Please find attached a resolution authorizing the Village to enter into an amended agreement, as well as a draft amendment to the original lease.

COST

There are no costs associated with approval of the amended lease.

RECOMMENDATION

That the Village Board approve a resolution of authorization to enter into an amended agreement for antenna lease subject to attorney review.



RESOLUTION NO. 20130604C

**AUTHORIZATION TO ENTER INTO
AN AMENDED AGREEMENT
FOR ANTENNA LEASE WITH T-MOBILE**

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

WHEREAS, the Village of Sugar Grove currently has a lease antenna lease; and

WHEREAS, it is necessary to enter into an amendment for such agreement.

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 Treasurer are hereby authorized to sign the lease amendment as attached.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, on this 4th day of June, 2013.

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 Herron	_____	_____	_____
Trustee Geary	_____	_____	_____

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

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: CYNTHIA GALBREATH, VILLAGE CLERK
SUBJECT: RESOLUTION: AUTHORIZING EMPLOYMENT AGREEMENTS
AGENDA: JUNE 4, 2013 CONSENT AGENDA
DATE: MAY 31, 2013

ISSUE

Should the Village approve Employment Agreements for Senior Management.

DISCUSSION

Employment agreements were last discussed in Closed Session on May 21, 2013. At this time it would be appropriate to approve the agreements as discussed.

COST

Cost of this item is estimated at \$250 in legal services which will be charged to account # 01-50-6301 GF Administration Legal Services.

RECOMMENDATION

That the Board by consensus approve Resolution 20130604AA Authorizing Employment agreements for the Village Administrator, Community Development Director, Chief of Police, Finance Director and Director of Public Works.



RESOLUTION NO. 20130604AA

AUTHORIZATION TO ENTER INTO EMPLOYMENT AGREEMENTS

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

WHEREAS, as the Village of Sugar Grove desires to continue to employ skilled personnel to best serve the community; and

WHEREAS, the President and Village Board desire to employ a Village Administrator, a Chief of Police, a Community Development Director, a Finance Director, and a Public Work Director; and

WHEREAS, the Village of Sugar Grove Board has determined that it is in the best interests of the Village to enter into an employment agreements for these positions.

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

- 1. That the Village President and Village Clerk are hereby authorized to sign the Employment Agreements as approved.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, on this 4th day of June, 2013.

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

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

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



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

ORDINANCE NO. 2013062013A

**AN ORDINANCE GRANTING AN AMENDMENT TO THE
SUGAR GROVE CENTER PUD
ORDINANCE 2004-0921 C
IN THE VILLAGE OF SUGAR GROVE**

Adopted by the
Board of Trustees and President
of the Village of Sugar Grove
this 4th day of June, 2013.

Published in Pamphlet Form
by authority of the Board of Trustees
of the Village of Sugar Grove,
Kane County, Illinois
This 4th day of June, 2013.

ORDINANCE NO. 20130604A

**AN ORDINANCE GRANTING AN AMENDMENT TO THE
SUGAR GROVE CENTER PUD
ORDINANCE 2004-0921 C
IN THE VILLAGE OF SUGAR GROVE**

BE IT ORDAINED by the President and 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 5/1-1 *et seq.*; and,

WHEREAS, McDonald's USA, LLC, petitioner as to the property legally described in SECTION ONE of this ordinance, has petitioned for a minor amendment to the Sugar Grove Center PUD Ordinance 2004-0921 C; and

WHEREAS, the remainder of the owners of the have been provided with notice of the hearings on the proposed amendment and have stated no objection to the minor amendment; and

WHEREAS, the amendment requested is a revision to Section 6 and Exhibit C-3 of the ordinance regarding signage,; and,

WHEREAS, the Plan Commission has reviewed this minor amendment and the Commission recommended denial; and,

WHEREAS, notwithstanding the Plan Commission's recommended denial, the Village Board has reviewed this request and has deemed that the approval of the amendment as stated in SECTION TWO is in compliance with the Comprehensive Plan and all Ordinances of the Village of Sugar Grove.

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: LEGAL DESCRIPTION

That the property is legally described as follows:

See Exhibit "A".

SECTION TWO: PLANNED DEVELOPMENT

That Sugar Grove Center PUD Ordinance 2004-0921 C is hereby amended as follows:

Section One (6) and Exhibit C-3 of said Ordinance are amended 1) to delete any restrictions as to color of ground signs (either as to the color of the text or the color of the background), 2) to allow

business logo's, trademarks and service marks are permitted as well as choice/size of font, and 3) to permit that cabinets and panels may be either translucent, both as to "cut out push through" or raised lettering as well as the background of the sign panel.

SECTION THREE: REPEALER/SAVINGS CLAUSE

That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of any such conflict. All sections or language not amended herein remain in full force and effect.

SECTION FOUR: 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.

SECTION FIVE: 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 4th day of June, 2013.

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

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

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

Exhibit A- Legal Description

Lots 1, 2, 3 and 4 of Sugar Grove Corporate Center Unit 1, in the Village of Sugar Grove, Kane County, Illinois and Lots 12 and 13 of the Sugar Grove Corporate Center Unit 2, in the Village of Sugar Grove, Kane County, Illinois

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: RICHARD YOUNG, COMMUNITY DEVELOPMENT DIRECTOR
MIKE FERENCAK, VILLAGE PLANNER
SUBJECT: ORDINANCE: MINOR AMENDMENT TO THE SUGAR GROVE
CENTER PLANNED UNIT DEVELOPMENT (PUD) –
MCDONALD'S PYLON SIGNAGE
AGENDA: JUNE 4, 2013 REGULAR VILLAGE BOARD MEETING
DATE: MAY 31, 2013

ISSUE

Should the Village amend the Sugar Grove Center PUD.

DISCUSSION

On May 21, 2013, the request to amend this PUD to allow for McDonald's nonconforming sign panels to remain was presented to the Committee of the Whole. The request was for one of two signs that serve the users in the entire center.

The sign panels are nonconforming because the PUD Ordinance requires them to be tan in background color (the McDonald's sign is red), and requires the letters to be cut-out push-through (the McDonald's sign has raised letters on top of a raised background). The consensus of the Committee was that all panels on both signs should not be restricted as to color and depth (the raised or non-raised nature of the panel).

The Village Attorney is preparing an Ordinance amending the PUD consistent with the Board's direction, which will be available by Tuesday.

ATTACHMENTS

1. Draft Minor PUD Amendment Ordinance (to be provided by Tuesday)

The following items were previously provided:

2. Village Attorney emailed review dated April 18, 2013
3. Staff Report to the April 17, 2013 Plan Commission meeting
4. Proposed (Installed) Sign Panel Plan dated February 8, 2012
5. Pages 5 and 6 of Sugar Grove Center PUD Ordinance 2004-0921C
6. Sugar Grove Center PUD Sign Plan dated May 18, 2004, recorded October 20, 2004 (including enlargement)
7. Photo of sign with Installed Sign Panel dated October 18, 2012
8. Photo of sign prior to Installed Sign Panel dated April 14, 2008

9. Area Map

10. Mock ups of the sign with conforming and / or nonconforming panels.

COST

This project did not require a public hearing. Costs have been paid by the applicant.

RECOMMENDATION

That the Board adopts Ordinance 2013-0604_, An Ordinance Granting a Minor PUD Amendment for Sugar Grove Center, subject to Attorney Review.

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: RONALD A. MOSER, CHIEF OF POLICE
SUBJECT: DISCUSSION: ORDINANCE REGULATING OVERNIGHT PARKING (6-3-4) OF THE SUGAR GROVE VILLAGE CODE
AGENDA: JUNE 4, 2013 BOARD MEETING
DATE: MAY 31, 2013

ISSUE

Should the Village Board consider revising the ordinance regulating Overnight Parking.

DISCUSSION

At the Board Meeting of May 21, 2013, the Village Board gave direction related to the ordinance regulating Overnight Parking. Direction at that time was to research the issue further. Discussion of possibly amending this ordinance was initiated by a request from the homeowner at 111 Arbor. Since that time the homeowner has indicated that in the future there may no longer be a concern about overnight parking as several occupants will be moving away although the date(s) are undetermined at this time.

There was additional discussion about procedures at other jurisdictions that have similar ordinances. Staff completed preliminary research by examining overnight parking restrictions at the Villages of Lombard, Elburn, Oswego, Yorkville, Montgomery and the City of Aurora. Following is a description of overnight parking prohibitions at each of the aforementioned jurisdictions:

- The Villages of Yorkville and Montgomery do not have ordinances which restrict overnight parking.
- Elburn restricts parking between the hours of 2am and 5am, but only on Main Street between the Union Pacific Railroad and Shannon Street.
- Aurora restricts parking between 2am and 5am in the defined central business district, on any arterial or major collector street, or on any other street so designated by the city council. However, they also have a permit process that can allow for parking on major collector streets.
- Oswego restricts parking between the hours of 2am and 6am however; they exempt over 30 streets, or sections of those streets. Additionally, the police

department is authorized to temporarily waive the restriction if such waiver will not have an adverse affect on safety.

- Lombard restricts parking between the hours of 2am and 5am for a period of time longer than 15 minutes and requires the vehicle to have parking lights illuminated during that time. By practice, the police department will grant waivers on a limited basis, and, extended permission (longer than one week) can be requested.

Staff recommends that the current restriction (2am to 6am) remain in place. Staff is certainly open to modifying the number of occurrences per year per residence within the ordinance as well as broadening the discretion of the police department in approving lengthier waivers.

COST

If changes to the current ordinance are recommended there will be cost will be for legal review (Legal Services 01-51-6301) of which sufficient funds are budgeted.

RECOMMENDATION

That the Board discusses the Overnight Parking Ordinance and provides direction to Staff.

Overnightpkgordinance053113

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: CYNTHIA L. GALBREATH, VILLAGE CLERK
SUBJECT: RESOLUTION: AUTHORIZING A CITIZEN SURVEY
AGENDA DATE: JUNE 4, 2013 REGULAR BOARD MEETING
DATE: MAY 24, 2013

ISSUE

Should the Village Board contract with the National Research Center for a citizen survey.

DISCUSSION

In 2007 the Village of Sugar Grove contracted with the National Research Center (NRC) to perform a Citizen Survey. The survey was received well by the public and gave the Board a well rounded look at the wants and needs of the citizens. The Board discussed during the FY 2013-14 budget discussions that the desire to again perform a survey and allocated funds to have a survey performed this budget year. It was also determined that it would be in the best interest of the Village to once again have the NRC to perform the survey in order to have the results of the survey compared with the 2007 survey.

The base price for a survey is \$10,300. The base price includes a comparison to the survey performed in 2007, comparison to national benchmarks, three additional multiple-choice policy questions, and a key driver analysis. The total time for the survey is approximately four months. The timeline which also outlines the process is attached.

The key driver analysis is an added feature since the 2007 survey. Staff contacted NRC regarding this new function. It was explained that the Key Driver Analysis (KDA) is a tool borrowed from the private sector where purchasing choices often are motivated by services that are not the most obvious nor those chosen by the consumer. For example, safety may be the criterion stated for selecting an air carrier but that is not why customers choose Frontier over Delta – KDA shows that it's in-flight entertainment and frequent flier perks. After an extensive analysis of the thousands of surveys in the NCS database, a parallel pattern emerged.

Excellent delivery of standard “core” services like police protection, water quality and trash haul often is not what drives residents’ rating of overall local government service quality. The services most influential to an overall service quality rating can be unexpected – like planning/zoning, economic development or public information. KDA identifies those influential services.

Other items can be added to the base cost. Staff suggests that the two features utilized in 2007 once again be added. Those are 1) Customer benchmark, comparing Sugar Grove to other communities under 40,000 (\$1,100), and 2) An open ended question (\$1,500). Staff further recommends that the web survey option (\$900), also be utilized. The web survey option gives the household surveyed the option to complete the survey online.

Staff reviewed sample policy and open ended questions that were supplied by NRC and also reviewed items that have discussed by or brought before the Board. The following are suggests for the multiple choice policy questions.

1. I would support allowing parking on Village streets overnight as needed on an individual household basis (eliminating the current 2 am to 6 am ban).

Unlimited Once a Week Once a Month 4 Times a Year Never

2. If the Village were to have to reduce services due to financial constraints, to what extent do you support or oppose each of the following changes? (each would have the same check boxes as other questions.)

- Reduce the level of parkway tree maintenance
- Reduce the level of Snow & Ice Control on Village streets
- Reduce the level of street and roadway maintenance

Strongly support Somewhat support Somewhat oppose Strongly oppose
Don't know

3. To what extent do you support or oppose a \$3-5 monthly fee to fund storm water improvements?

Strongly support Somewhat support Somewhat oppose Strongly oppose
Don't know

Following are suggestions for the open ended question. (Choose 1)

1. What quality of life features can Sugar Grove offer to make it a better place to live?
2. What type of businesses and/or services would you like to see in Sugar Grove?
3. What do you like best/least about Sugar Grove?
4. What do you think is the biggest issue facing Sugar Grove?
5. What is the primary reason you live in Sugar Grove.

Staff recommends that a Citizen Survey be performed utilizing the services of the National Research Center.

In order to have the survey completed and results tabulated by the end of October the enrollment form and down payment of \$6,300 needs to be received by the National Research Center by the end of June.

The three multiple choice questions and the open ended question can be determined at the June 4th meeting or the June 18th meeting.

COSTS

A total of \$15,000 was budgeted in GF – Boards and Commission, Other Professional Services 01-57-6309 for the Citizen Survey. The total cost for the basic survey (\$10,300), one additional open-ended question (\$1,500), the custom bench mark (\$1,100) and the web survey is (\$900) for a total cost of \$13,800.

RECOMMENDATION

That the Board approves Resolution 2013-0604A Authorizing a Citizen Survey.



**RESOLUTION NO. 20130604-A
AUTHORIZING A CITIZENS SURVEY**

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

WHEREAS, citizens surveying is done in the context of planning for the future—balancing priorities, setting new objectives, preparing the next budget, improving services and to determine the satisfaction of citizens; and

WHEREAS, the Board has determined that the best indicator of government performance is citizen satisfaction; and

WHEREAS, the National Research Center provides the service of a National Citizen Survey; and

WHEREAS, the Village of Sugar Grove desires to have the National Research Center perform a citizens survey on their behalf.

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 his designee is hereby authorized to sign an Agreement with National Research Center for the purposes of conducting a citizens survey.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, on this 4th day of June, 2013.

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 Herron	_____	_____	_____
Trustee Geary	_____	_____	_____

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

Midwest Greyhound Adoption

www.midwestgreyhound.org



P.O. Box 338, Sugar Grove, Ill 60554 (630) 466-4022

Village of Sugar Grove
10 S. Municipal Dr.
Sugar Grove, IL 60554



RE: Special/Temporary Event Permit

To whom it may concern:

Attached, please find the completed Special/Temporary Event Permit application for our annual greyhound reunion/family picnic to be held on Saturday, June 22, 2013. This is an annual event that draws nearly 200 people and greyhounds each year. As a non-profit charity, we have found that securing an off-site location has become cost-prohibitive. The property at 433 Bliss Road in Sugar Grove is owned by Kari Swanson, the co-founder of Midwest Greyhound Adoption, Inc. We feel there is ample room for all who wish to attend, and we've secured off-site parking at Village Bible Church across the street. Vendor, volunteer and temporary handicap parking will be on-site....No on-street parking will be permitted. No Alcohol will be served.

Also, please note the following:

This is a fun-family event/picnic, a chance for our greyhound owners to bring their adoptive dogs and meet with other greyhound families. All dogs will be required to be on leads while not in fenced-in areas.

A small contingent of vendors (10-12) will be selling greyhound and pet related items, such as coats, collars and leashes, pet beds, jewelry, gift items and T-shirts.

Our food vendor is Open Range Southwest Grill of Sugar Grove; Kane County Health Department permit for 2013 is enclosed.

All refuse will be deposited in our on-site dumpster.

We will be using a sound system for announcements only, no loud music will be played.

Please let us know as soon as possible if our permit will be approved, so that we can let our membership know of this upcoming event.

Sincerely,

Midwest Greyhound Adoption, Inc.
2013 Reunion Committee

Sue & Tom Florian, Holly & McMahan
Kari Swanson, Gail Rohan, Martha Swanson

Name of Carnival Company N/A	
Federal Employee ID Number:	
Address:	
Day time phone:	Evening phone:
Email:	
Name of Sound Equipment Company: N/A	
Address:	
Day time phone:	Evening phone:
E-mail:	
Name of Generator Company: N/A	
Address:	
Day time phone:	Evening phone:
E-mail:	
Name of Tent Company: Blue Peak Tent Rental	
Address: 204 Dearborn Ct. Geneva, IL 60134	
Day time phone: 630-385-0190	Evening phone:
E-mail:	
Name of Organizer/Coordinator:	
Address:	
Day time phone:	Evening phone:
E-mail:	
Will there be food vendors? <input checked="" type="checkbox"/> yes <input type="checkbox"/> no	If yes, how many vendors? <input type="text" value="1"/> *Vendors must be licensed with Kane County Health Department
Open Range Grill	
Will there be fireworks? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	If yes, a fireworks permit must be applied for
Will there be alcohol sales? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no Alcohol vendors must be approved by the Event Sponsor. Refer to form TSE E	If yes, you must submit a Special Event Liquor License Application. (State special event liquor license is also required).
Indicate parking areas identified to accommodate persons attending event:	
On site parking for vendors and temporary handicapped parking; off-site parking has been secured at Village Bible Church across the street (Bliss Rd.) (Certificate of Insurance has been issued to the church)	
Indicate parking area identified to accommodate events sponsors; employees, volunteers and other vehicles not needed on site:	
NONE All parking will be on-site or at Village Bible Church	
Will signs or banners be hung: <input checked="" type="checkbox"/> yes <input type="checkbox"/> no	
If yes how many? <u>5-6</u>	
Describe in detail the proposed location(s) or attach a site plan. See Attached cover letter	

Name of Carnival Company N/A	
Federal Employee ID Number:	
Address:	
Day time phone:	Evening phone:
Email:	
Name of Sound Equipment Company: N/A	
Address:	
Day time phone:	Evening phone:
E-mail:	
Name of Generator Company: N/A	
Address:	
Day time phone:	Evening phone:
E-mail:	
Name of Tent Company:	
Address:	
Day time phone:	Evening phone:
E-mail:	
Name of Organizer/Coordinator:	
Address:	
Day time phone:	Evening phone:
E-mail:	
Will there be food vendors? <input checked="" type="checkbox"/> yes <input type="checkbox"/> no	If yes, how many vendors? <input type="text" value="1"/> *Vendors must be licensed with Kane County Health Department
Open Range Grill	
Will there be fireworks? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	If yes, a fireworks permit must be applied for
Will there be alcohol sales? <input type="checkbox"/> yes <input checked="" type="checkbox"/> no Alcohol vendors must be approved by the Event Sponsor. Refer to form TSE E	If yes, you must submit a Special Event Liquor License Application. (State special event liquor license is also required).
Indicate parking areas identified to accommodate persons attending event:	
On site parking for vendors and temporary handicapped parking; off-site parking has been secured at Village Bible Church across the street (Bliss Rd.) (Certificate of Insurance has been issued to the church)	
Indicate parking area identified to accommodate events sponsors; employees, volunteers and other vehicles not needed on site:	
NONE All parking will be on-site or at Village Bible Church	
Will signs or banners be hung: <input checked="" type="checkbox"/> yes <input type="checkbox"/> no <i>To be hung on property, not off-site</i>	
If yes how many? <u>5-6</u>	
Describe in detail the proposed location(s) or attach a site plan. <i>See Attached cover letter</i>	

Special Event Service Request

Street Closure (must be approved by Sugar Grove Police Department)		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
List proposed streets to be closed:			
	Date and time of street closing:		
	Date and time of street re-opening:		
	Date and time of street closing:		
	Date and time of street re-opening:		
	Date and time of street closing:		
	Date and time of street re-opening:		
	Date and time of street closing:		
	Date and time of street re-opening:		
Closest cross streets to the event site:			
Posting of No Parking Signs	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Attach listing of street requested to be posted
Barricades Number needed	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Location of barricade delivery
Refuse Drums	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Number needed
Refuse Collection	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Street Sweeping	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Water	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Restroom Facilities	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Other Services			
Sound Equipment	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Electrical Services	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Name of Scavenger Company (if applicable):			
Contact name:			
Phone Number:			
Name of Maintenance Company (if applicable):			
Contact Name:			
Phone Number::			

Village of Sugar Grove Special Event

Terms and Conditions

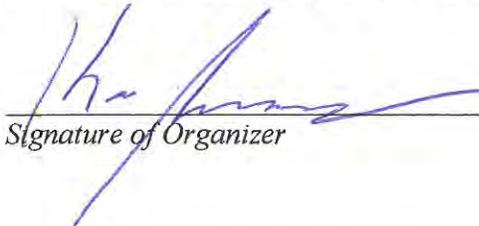
The applicant must promptly reimburse the Village for (and make good to it) any damage of any kind to any property of the Village which may result from the use by the applicant of the Village's premises under the permission granted herein.

Applicant further agrees that in consideration of the Village issuing a permit for the operation of a special event to Applicant, the Applicant hereby covenants and agrees to indemnify, defend (upon the Village's election) and hold harmless the Village, its elected officials, agents and employees (collectively "Indemnities") from all claims, liabilities, costs and expenses, including, without limitation, reasonable attorney's fees and court costs, incurred by or brought against all or any of the Indemnities' arising from or out of, directly or indirectly, the operation of the special event by Applicant in the Village, whether such claim is for personal injury, property damage, or otherwise, and whether in tort, contract, or otherwise.

Applicant hereby waives any and all claims, liabilities, costs and expenses, including, without limitation, reasonable attorney's fees and court costs Applicant may hereafter have against the Village as a result of any actions taken by the Village, the Indemnities', or by Applicant, or anyone acting on behalf of the Applicant, before, during, or after the operation of said special event.

I agree that the information in this application is true and correct to the best of my knowledge. I agree to inform the Village of Sugar Grove of any changes in this application at least 20 days prior to the date of the event. I agree to the terms and conditions listed above.

I hereby attest that I am authorized to bind the sponsor and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to the terms of this agreement. I have read and understand all regulations and requirements outlined herein. I/we do hereby agree to abide by all rules and regulations outlined herein. I/we hereby agree to meet all requirements for documentation, certification, licensing, financial responsibility and all other aspects of staging a Special / Temporary Event in the Village of Sugar Grove as outlined herein. I/we understand that our lack of meeting all requirements outlined herein may result in denial or cancellation of the proposed Special / Temporary Event.



Signature of Organizer

March 11, 2013

Date

Signed and sworn to before me on this 11th day of March, 2013



Notary Signature
Martha E. Swanson



Special / Temporary Event Liquor

This section does not apply to those who hold a current liquor license and are hosting the Special/Temporary event on their licensed premises. Licenses must be obtained from the Village President who is the Liquor Control Commissioner; please contact the Village Clerk's office at 630-466-4507. The Village of Sugar Grove expects all events sponsor to insure that their approved liquor vendors engage in responsible sales and consumption practices.

The Village license authorizes the licensee retail sale of beer, wine or liquor on the specified premises, streets, roads or parks. The boundaries of the licensed premises and the duration of the license shall be established by the Liquor Control Commissioner. The licensee or the special event sponsor shall maintain the premises in a neat, orderly and safe condition, shall provide such traffic control and sanitation facilities as may be required by this permit to protect the public health, safety, welfare and morals of the residents of the Village, and shall restore the premises after expiration of the special event permit to its prior condition, including the removal of trash, rubbish and garbage. No alcoholic liquor shall be brought onto, or taken out of, the premises, or consumed on the premises other than that provided by the licensee.

The retail sale and consumption of alcoholic liquor, authorized by this Special Event Permit, shall be limited to the premises specified in the permit. The area must be outlined on the site plan. The licensee, or the special event sponsor, shall have sufficient persons at each entrance and exit to the specified premises to prohibit any alcoholic liquor from entering or exiting the premises. Identification shall be checked and an identifying symbol placed on any person twenty-one (21) years of age or older to allow them to purchase alcoholic beverages. No person without the symbol may purchase an alcoholic beverage on the premises. All persons who will check identification and dispense symbols shall be BASSET Trained.

Event Approved Liquor Vendor(s):	
Contact Person:	No Alcohol to be served
Address:	
Phone Number:	Cell Number:
Email Address:	
Contact Person:	
Address:	
Phone Number:	Cell Number:
Email Address:	
Contact Person:	
Address:	
Phone Number:	Cell Number:
Email Address:	

***The State of Illinois also requires a Special Event License.
 TSE B***

Midwest Greyhound Adoption

www.midwestgreyhound.org



P.O. Box 338, Sugar Grove, Ill 60554 (630) 466-4022

Traffic Plan

We currently have an agreement with Village Bible Church to have parking available in their asphalt lot. We will be able to run shuttles down the length of the driveway in order to get our members closer to our property where we can safely transport them across the road. Handicap Parking is available on site.

Signage Plan

Other than signs on the property, no other signage is planned for the roadways.

Emergency Plan

We have ample shelter available for the number of expected attendees. In the event of a weather emergency, we will seek shelter in structures available on the property, and also call 911 if necessary.

Security Plan

No alcohol is being served. As this is a family style picnic in its 22nd year, no security is planned as none has been needed in the past.



Illinois Department of Revenue

Office of Local Government Services
Sales Tax Exemption Section, 3-520
101 W. Jefferson Street
Springfield, Illinois 62702
217 782-8881

January 22, 2010

MIDWEST GREYHOUND ADOPTION
TREASURER
PO BOX 338
SUGAR GROVE IL 60554

We have received your recent letter; and based on the information you furnished, we believe

MIDWEST GREYHOUND ADOPTION
of
SUGAR GROVE, IL

is organized and operated exclusively for charitable purposes.

Consequently, sales of any kind to this organization are exempt from the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax, and the Service Service Use Tax in Illinois.

We have issued your organization the following tax exemption identification number: E9955-9269-04. To claim the exemption, you must provide this number to your suppliers when purchasing tangible personal property for organizational use. This exemption may not be used by individual members of the organization to make purchases for their individual use.

This exemption will expire on February 1, 2015, unless you apply to the Illinois Department of Revenue for renewal at least three months prior to the expiration date.

Office of Local Government Services
Illinois Department of Revenue

Internal Revenue Service

Date: May 15, 2007

MIDWEST GREYHOUND ADOPTION
C-O KARI E SWANSON
% KARI SWANSON
433 BLISS ROAD
SUGAR GROVE IL 60554

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Ms. Sellers 17-53503
Customer Service Representative
Toll Free Telephone Number:
877-829-5500
Federal Identification Number:
36-3884066

Dear Sir or Madam:

This is in response to your request of May 15, 2007, regarding your organization's tax-exempt status. We have updated our records to reflect the address change as indicated above.

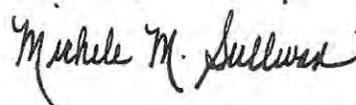
In October 1993 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under section 509(a)(2) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations 1

Kane County Health Department

Food Establishment Permit - 1362

2013

This permit is to be conspicuously displayed at the place of business.
The responsibility for maintaining the certificate rests with the operator.

OPEN RANGE SOUTHWEST GRILL
1 GOLFWIEW DR
SUGAR GROVE IL 60554

The Kane County Health Department inspects the Establishment at the address above and finds it to be in substantial compliance with the provision of Chapter 11.5, Article III, Food Sanitation, Sections 11.5.26 - 11.5.50 of the Kane County Code. This permit is valid from January 1 through December 31 for the year noted above. This permit must be posted.



Barbara J. Jeffers, MPH
Interim Executive Director
Kane County Health Department



Your Health,
Our Commitment

Kane County
Health Department

This Permit is Not Transferable

Establishment # 28-0058
Category II

**MIDWEST GREYHOUND ADOPTION
ANNUAL REUNION
SATURDAY, JUNE 22, 2013**

LEGEND FOR SITE MAP

1. Temporary parking for MGA vehicles, volunteers and vendors
2. Vendor area (greyhound products, collars, coats, etc)
3. Food Preparation (Open Range Grilling) and Picnic Area
4. Parking for Picnic Attendees – Village Bible Church parking lot (certificate of insurance included in permit application)
5. Temporary handicap parking for attendees
6. Location of Portable toilets
7. Location of MGA Sales booth and raffle tables
8. Emergency First Aid station, fenced in dog turn-out area



1

2

3

4

5

6

7

8

Pan

**Temporary Use – Group of assembly activity, food vendor, and other outdoor vendors
433 Bliss Road, Midwest Greyhound Adoption
May 31, 2013**

Note 11-4-8-A Purpose:

These regulations are intended to prescribe the conditions under which limited duration activities may be conducted. The intent is to safeguard the public health, safety, and general welfare and prevent the creation of any nuisance or annoyance to the occupants of adjacent buildings, premises or property, and the general public.

Note 11-4-8-B Approval Needed:

A temporary use approval shall be required for all temporary uses listed in this chapter. Any use not expressly listed herein, or otherwise allowed in the zoning district in which the use is sought, is prohibited. A temporary use approval must be issued prior to the commencement of any temporary use listed herein.

Per 11-4-8-C Type of Approval and Duration of Uses:

Group of assembly activities may be allowed up to daily for two (2) weeks, three (3) times per calendar year, per applicant, with Village Board approval.

Outdoor food vendors may be allowed up to daily for nine (9) months per calendar year, per applicant, with Village Board approval.

Other outdoor vendors or exhibitors may be allowed up to daily for nine (9) months per calendar year, per applicant, with Village Board approval.

Other uses listed in this section not applicable.

Note 11-4-8-D Exemptions:

Not applicable to the proposed uses.

Per 11-4-8-E Findings:

The village board or community development director or his/her designee shall only approve an application for a temporary use permit if all of the following findings can be made:

1. The proposed temporary use will be compatible with adjacent uses and will not adversely affect the surrounding neighborhood by means of odor, noise, dust or other nuisances.

The reunion has been held in past years and no complaints have been noted.

2. The additional parking required by the temporary use will be provided on site, if applicable, or adequate street parking is available in the immediate area.

There are only a few paved parking spaces located on site and these will not be used for parking. Bliss Road does not have on-street parking. The applicant has secured off-site parking for attendees across the street at 847 N. State Route 47 (Village Bible Church) instead. Also, parking for Midwest Greyhound Adoption staff, volunteers and vendors would be located in the southeast corner of the site on the grass field while some handicapped parking would be located along the property line next to Bliss Road in a grass area.

3. Increased traffic caused by the temporary use will not adversely affect the surrounding neighborhood or village at large.

Bliss Road is capable of handling the increased traffic this event would create and the traffic should not impact the area negatively.

4. The proposed temporary use is generally consistent with the comprehensive plan, municipal code, and other applicable codes.

The event would be consistent with the plan and codes with approval and compliance with this permit.

Per 11-4-8-F Temporary Use Permit:

Each temporary use approval shall be described in a permit thereby issued by the community development director or his/her designee prior to commencement of the use. The permit shall include the following:

1. A defined area with an outer perimeter line for the temporary use shall be outlined on a site plan of the site. The site plan shall show all permanent and temporary structures. Permanent required parking spaces shall generally not be obstructed by the temporary use.

The defined area of the temporary use will be considered to be the entire Midwest Greyhound Adoption and Village Bible Church properties. The few permanent paved parking spaces located on the Midwest Greyhound Adoption property will not be used for parking during this event. This will be ok as they will not be needed for the permanent use during the event. Village Bible Church will be closed during this event so their parking spaces will not be needed for their permanent use on the day of the event either.

2. The number of parking spaces required for the temporary use shall be determined by the community development director or his/her designee. Required parking spaces for permanent use may be used to fulfill the parking requirements for the temporary use to the extent it will not practically interfere with the permanent use.

This event typically draws up to 200 people. Assuming that half the people drive alone and the other half drive in pairs, this would mean there would need to be parking for 150 cars. The Village Bible Church parking lot contains about 170 parking spaces. The required parking spaces for the permanent use of Village Bible Church will be used to fulfill most of the need for parking of the temporary use on this day.

3. The traffic associated with the temporary use and whether the traffic routes will be able to handle the additional burden.

Traffic generated by the event should not be overly burdensome to Bliss Road and area streets. There will be a need for Police or Midwest Greyhound Adoption staff to guide pedestrians and shuttles across Bliss Road. A meeting is scheduled for June 4, 2013 with the various staff, including the Police Department.

4. That all unimproved parking areas and main walk areas shall be kept damp or shall be covered with a material to prevent rising dust.

The unimproved parking areas are covered in grass so this is not a concern.

5. That all sites shall be completely cleaned of debris and temporary structures including, but not limited to: trash receptacles, signs, stands, poles, electrical wiring or any other fixtures and appurtenances or equipment connected therewith, after the termination of the temporary use.

This will be a condition of the permit.

6. That temporary structures shall conform to zoning setback and height requirements for principal uses in the applicable district, unless stated otherwise by the specific permit.

The primary tent will be the tent for Open Range / food. This tent will measure approximately 20' by 40'. The tent should not exceed the maximum height requirement of 35' in the R-1 District. The tent will likely encroach into the 75' front yard building setback and staff is ok with this at this site. There will be other smaller tents on the site. The Fire District will review the tents to check for compliance with the Fire Code.

Per 11-4-8-G Conditions:

The village board or community development director or his/her designee may impose such additional conditions on a temporary use permit as are necessary to meet the purposes of this chapter and protect the public health, safety and welfare and adjacent uses. Conditions which may be imposed may include, but are not limited to:

1. Additional parking requirements, such as which surfaces may be parked upon.

Staff, vendor, and handicapped vehicles may park on the grass on the Midwest Greyhound Adoption property. All other parking for attendees will be on the Village Bible Church property.

2. Additional traffic related requirements, such as additional ingress and egress.

Again, there will be a need for Police or Midwest Greyhound Adoption staff to guide pedestrians and shuttles across Bliss Road. A meeting is scheduled for June 4, 2013 with the various staff, including the Police Department to determine any details.

3. Additional yard setback and open space requirements.

None.

4. Placement requirements for the temporary use.

All temporary structures shall be placed as shown on the Site Plan provided by the applicant.

5. Extent of permanence of the buildings, structures, or equipment involved.

All temporary structures shall be removed by June 23, 2013.

6. Cash deposit requirements.

None.

7. Fences, walls or other screening.

None.

8. Temporary fencing or barricades.

The applicant may install temporary fencing on the 433 Bliss Road property as necessary to contain the event or as ordered by the Village of Police Department.

9. Signs.

The applicant stated that the only signs would be directional and for pedestrians on site so no permits are needed for these.

10. Property maintenance during the course of the activity.

The property shall be maintained in compliance with all Village codes and ordinances.

11. Control of illumination, noise, odor, vibration or other nuisances.

A sound system for announcements will be utilized by the applicant. No music will be played.

12. Hours of operations.

The event is expected to last from 10 am to 4 pm on June 22, 2013.

13. Number of locations.

This will be the only location.

14. Security and lighting.

None.

15. Other conditions.

None.

Per 11-4-8-I Requirements Specific to Certain Temporary Uses:

Outdoor food vendors on private property must:

1) not be located within five hundred feet (500') of an existing permanent restaurant or similar food seller (measured from permanent building to defined perimeter of temporary use area as shown on a site plan),

It is not.

2) provide a copy of their county health department permit,

They did, however, it is for their permanent location. A permit for the temporary location needs to be provided to staff.

3) undergo a background check for all operators/employees,

The Police Dept. will review this and may require a background check.

4) provide an Illinois business authorization certificate of registration,

This will need to be submitted to staff.

5) provide a copy of the certificate of liability insurance for any vehicles involved,

The food vendor plans to use the large tent, so no vehicles should be involved.

6) are only allowed during village hours allowed in subsection [4-5-2J](#) of this code,

Section 4-5-2J allows for noise during the hours of 6:30 am to 8:30 pm. This food vendor will meet those hour requirements.

7) are only allowed in business districts, manufacturing districts, and nonresidential properties in residential districts, and

This is a nonresidential property in a R-1 residential district.

8) submit a list of locations and hours requested.

The food vendor would operate during the hours of the larger event, 10 am to 4 pm.

Per 11-4-8-J Submittal:

A submittal for one or more temporary uses may be made to the community development department on forms provided and amended from time to time by the community development department. Proof of ownership, or a signed letter from either the property owner or their authorized representative, for the property on which the activity is to take place shall be presented at the time the temporary use permit is requested.

Staff located the proof of ownership on the Kane County Recorder's website.

Per 11-4-8-K Fees:

A fee for a temporary use permit shall be charged. The fee shall be set by separate resolution of the village and may be amended from time to time. Provided, however, those fees shall be waived for not for profit entities with an internal revenue code 501(c) designation, and units of local government. The schedule of fees shall be available in the community development department.

The schedule of fees for temporary uses has not been set at this time. A basic permit cost of \$40 shall be charged for this event.

**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: RICH YOUNG, COMMUNITY DEVELOPMENT DIRECTOR
MIKE FERENCAK, VILLAGE PLANNER
SUBJECT: RESOLUTION: APPROVAL OF A TEMPORARY USE AT 433
BLISS ROAD – MIDWEST GREYHOUND ADOPTION
AGENDA: JUNE 4, 2013 REGULAR VILLAGE BOARD MEETING
DATE: MAY 16, 2013

ISSUE

Should the Village Board approve a Temporary Use for Midwest Greyhound Adoption's annual reunion.

DISCUSSION

On March 26, 2013, Midwest Greyhound Adoption submitted an application for Temporary Use permit. Midwest Greyhound Adoption plans to host its 22nd annual reunion for dog owners on Saturday, June 22, 2013 from 10:00 am to 4:00 pm at its site, 433 Bliss Road, with parking in the Village Bible Church parking lot across the street, 847 N. State Route 47. Past reunions were held at the Kane County Cougar stadium and DuPage County fairgrounds.

Per Section 11-4-8 Temporary Uses of the Zoning Ordinance, the Board may approve of temporary uses, provided that a written review, including findings, is completed by staff, the temporary use is granted with a specific time limit, and subject to any conditions which may be necessary to ensure the public health, safety, and general welfare.

This request includes a group of assembly activity, one outdoor food vendor, and six to eight other outdoor vendors. Group assembly activities may be allowed daily for two weeks, three times per calendar year. Outdoor food vendors and other outdoor vendors may be allowed for one day up to nine months per calendar year. The request is only for one day for each of these uses. No alcohol will be served and no music will be played.

Staff's review of the request including responses to Section 11-4-8-E Findings, Section 11-4-8-F Temporary Use Permit, and Section 11-4-8-G Conditions is attached.

The specific request is as follows:

1. Temporary Use for a group of assembly activity, an outdoor food vendor, and other outdoor vendors at 433 Bliss Road, pursuant to Section 11-4-8 Temporary Uses, Structures, and Buildings of the Sugar Grove Zoning Ordinance.

Staff has reviewed this request and recommends approval subject to the following conditions:

1. That this Temporary Use is only valid for June 22, 2013.
2. That this Temporary Use is only valid for Midwest Greyhound Adoption's use of 433 Bliss Road and 847 N. State Route 47 (including their vendors and attendees).
3. That all areas shall be completely cleaned of debris and temporary structures by the following day after termination of the Temporary Use.
4. That a letter from Village Bible Church is submitted to the Village stating that their entire parking lot may be used for this Temporary Use on June 22, 2013.
5. That Midwest Greyhound Adoption complies with all Village and Police Dept. orders regarding the directing of traffic across Bliss Road so as not to create a safety hazard for either the attendees or Bliss Road traffic.
6. That the primary tent may encroach into the minimum 75' front yard setback.
7. That all tents shall be subject to the review and approval of the Sugar Grove Fire Protection District.
8. That staff, vendor, and handicapped vehicles may park on grass areas of the 433 Bliss Road property.
9. That all temporary structures shall be placed as shown on the Site Plan provided by the applicant.
10. That the applicant may install temporary fencing on the 433 Bliss Road property as necessary to contain the event or as ordered by the Village or Police Dept.
11. That the property shall be maintained in compliance with all Village codes and ordinances during the course of the event.
12. That the sound system for announcements may be utilized as long as it does not create a nuisance.
13. That the outdoor food vendor is subject to the following conditions:
 - a. A County Health Dept. permit for the 433 Bliss Road location needs to be submitted.
 - b. A background check of all operators / employees may be required by the Police Dept.
 - c. An Illinois business authorization certificate of registration shall be submitted to staff.

The following items are attached for your information:

1. Temporary Use application submitted March 26, 2013.
2. Staff's review.
3. Draft Resolution.

COST

There is no cost associated with this proposal.

RECOMMENDATION

That the Board approve Resolution 20130604_ Approving a Temporary Use at 433 Bliss Road.

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

RESOLUTION NO. 2013-0604B

**A Resolution Approving a Temporary Use for a group of assembly activity,
an outdoor food vendor, and other outdoor vendors on June 22, 2013
at 433 Bliss Road
(Midwest Greyhound Adoption)**

Adopted by the
Board of Trustees and President
of the Village of Sugar Grove
this 4th day of June 2013.

Published in Pamphlet Form
by authority of the Board of Trustees
of the Village of Sugar Grove, Kane County,
Illinois, this 4th day of June 2013.

RESOLUTION NO. 2013-0604B

**A Resolution Approving a Temporary Use for a group of assembly activity,
an outdoor food vendor, and other outdoor vendors on June 22, 2013
at 433 Bliss Road
(Midwest Greyhound Adoption)**

BE IT RESOLVED by the President and 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 5/1-1 *et seq.*; and,

WHEREAS, the subject property is proposed for a Temporary Use to allow a group of assembly activity, an outdoor food vendor, and other outdoor vendors; and,

WHEREAS, the subject property is governed by Section 11-4-8 Temporary Uses, Structures, and Buildings of the Sugar Grove Zoning Ordinance that requires Village Board approval, including a written review with findings and a time limit, for any proposed temporary uses in the Village; and,

WHEREAS, the Village Board has reviewed and approved this temporary use subject to conditions,

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

SECTION ONE: CONDITIONS OF APPROVAL

That the Temporary Use for a group of assembly activity, an outdoor food vendor, and other outdoor vendors at 433 Bliss Road (Midwest Greyhound Adoption) is hereby approved, subject to the following conditions:

1. That this Temporary Use is only valid for June 22, 2013.
2. That this Temporary Use is only valid for Midwest Greyhound Adoption's use of 433 Bliss Road and 847 N. State Route 47 (including their vendors and attendees).
3. That all areas shall be completely cleaned of debris and temporary structures by the following day after termination of the Temporary Use.
4. That a letter from Village Bible Church is submitted to the Village stating that their entire parking lot may be used for this Temporary Use on June 22, 2013.
5. That Midwest Greyhound Adoption complies with all Village and Police Dept. orders regarding the directing of traffic across Bliss Road so as not to create a safety hazard for either the attendees or Bliss Road traffic.
6. That the primary tent may encroach into the minimum 75' front yard setback.
7. That all tents shall be subject to the review and approval of the Sugar Grove Fire Protection District.
8. That staff, vendor, and handicapped vehicles may park on grass areas of the 433 Bliss Road property.

9. That all temporary structures shall be placed as shown on the Site Plan provided by the applicant.
10. That the applicant may install temporary fencing on the 433 Bliss Road property as necessary to contain the event or as ordered by the Village or Police Dept.
11. That the property shall be maintained in compliance with all Village codes and ordinances during the course of the event.
12. That the sound system for announcements may be utilized as long as it does not create a nuisance.
13. That the outdoor food vendor is subject to the following conditions:
 - a. A County Health Dept. permit for the 433 Bliss Road location needs to be submitted.
 - b. A background check of all operators / employees may be required by the Police Dept.
 - c. An Illinois business authorization certificate of registration shall be submitted to staff.

SECTION TWO: REPEALER

That all resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of any such conflict.

SECTION THREE: SEVERABILITY

Should any provision of this resolution 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 resolution.

SECTION FOUR: EFFECTIVE DATE

This resolution 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 4th day of June, 2013.

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

	Aye	Nay	Absent
Bohler	___	___	___
Johnson	___	___	___
Geary	___	___	___
Montalto	___	___	___
Paluch	___	___	___
Herron	___	___	___

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