



**Village of Mount Prospect**  
**Village Board**  
**Regular Meeting - Amended 5/4/2026 Agenda**  
**50 S. Emerson St. Mount Prospect, IL 60056**

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**May 5, 2026** **Village Hall - 3rd Floor Board Room** **7:00 PM**

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**1. CALL TO ORDER**

**2. ROLL CALL**

2.1. Pledge of Allegiance — Trustee Colleen Saccotelli

**3. APPROVAL OF MINUTES**

3.1. Minutes of the regular meeting of the April 14, 2026 Committee of the Whole and the April 21, 2026 Village Board/Committee of the Whole meeting

**4. MAYORS REPORT**

4.1. Mayor's Comment

4.2. PROCLAMATION: Asian/Pacific Islander American Heritage Month - May 2026

4.3. PROCLAMATION: National Public Works Week May 17–23, 2026

4.4. PROCLAMATION: Monarch Butterfly Day — May 16, 2026

4.5. PROCLAMATION: National Bike Month

4.6. 1st reading of an ORDINANCE AMENDING CHAPTER 13 (ALCOHOLIC LIQUORS) OF THE VILLAGE CODE OF MOUNT PROSPECT. This Ordinance will decrease the number of Class "F-3-V" Licenses by (1) SVNA, LLC. d/b/a Mount Prospect Public House located at 18 W. Busse Ave. Mount Prospect, IL. This Ordinance will increase the number of Class "F-3-V" licenses by (1) SVNA, LLC d/b/a Mount Prospect Public House located at 18 W. Busse Ave. Mount Prospect, IL and increase the number of Class "F-1" Licenses by (1) Deba Sushi Bar LLC d/b/a Deba Sushi Bar located at 133 W. Prospect Ave. Mount Prospect, IL

**5. COMMUNICATIONS AND PETITIONS - CITIZENS TO BE HEARD**

5.1. Individuals wishing to address the Village Board in person regarding issues not on the agenda must register to participate in the Citizens to Be Heard process. You may sign in before the meeting in person or by emailing your intent to speak to [publiccomment@mountprospect.org](mailto:publiccomment@mountprospect.org) no later than 1:00 p.m. on the day of the meeting.

**6. CONSENT AGENDA**

6.1. List of Bills - April 15, 2026, to April 28, 2026 - \$4,337,338.48

6.2. Motion to approve a Change Order for the Wolf Road Shared Use Path Design Engineering contract for an amount not to exceed \$11,824.11.

- 6.3. Motion to accept the State of Illinois Joint Bid results and authorize the purchase of one 2027 International HV607 Chassis from Rush Truck Centers of Huntley, Illinois at a cost not to exceed \$122,096.70.
- 6.4. Motion to waive the rule requiring two readings of an ordinance and adopt AN ORDINANCE AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY OWNED BY THE VILLAGE OF MOUNT PROSPECT.
- 6.5. Motion to accept joint purchasing bid results (Sourcewell contract #062222-VCM) for the purchase of one dump body and hydraulic system for a new International chassis from Lindco Equipment of Merrillville, Indiana for a cost not to exceed \$63,060.90
- 6.6. Motion to approve a Change Order for the purchase of one International Palfinger grapple truck for an amount not to exceed \$2,000.
- 6.7. Approval of Minutes - Closed Session Minutes of April 7, 2026, and April 21, 2026
- 6.8. Motion to approve a change order for the St. Mark Gym and Parsonage Demolition Project in an amount not to exceed \$1,655.
- 6.9. A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE FOREST RIVER FIRE PROTECTION DISTRICT AND THE VILLAGE OF MOUNT PROSPECT

**7. OLD BUSINESS - None**

**8. NEW BUSINESS**

- 8.1. 1st reading of an ORDINANCE AMENDING CHAPTER 14 "ZONING" OF THE VILLAGE CODE OF THE VILLAGE OF MOUNT PROSPECT, ILLINOIS (PZ-01-26)
- 8.2. 1st reading of AN ORDINANCE GRANTING A GRANTING A ZONING MAP AMENDMENT FOR PROPERTY LOCATED AT 1326 WEST CENTRAL ROAD, MOUNT PROSPECT, ILLINOIS (PZ-08-26)
- 8.3. Motion to waive the rule requiring two readings and adopt AN ORDINANCE GRANTING A CONDITIONAL USE (DRIVE-THROUGH LANES) FOR THE PROPERTY LOCATED AT 201 EAST EUCLID AVENUE, MOUNT PROSPECT, ILLINOIS (PZ-05-26)

**9. VILLAGE MANAGER'S REPORT**

- 9.1. As submitted

**10. ANY OTHER BUSINESS**

**11. ADJOURNMENT**

**ANY INDIVIDUAL WHO WOULD LIKE TO ATTEND THIS MEETING BUT BECAUSE OF A DISABILITY OR NEEDS SOME ACCOMMODATION TO PARTICIPATE, SHOULD CONTACT THE VILLAGE MANAGER'S OFFICE AT 847/392-6000, EXTENSION 5327**

**DRAFT**



**Village of Mount Prospect Meeting of the  
Committee of the Whole  
Tuesday, April 14, 2026 / 6:00 PM**

**CALL TO ORDER**

Mayor Hoefert called the Committee of the Whole meeting to order at 6:11 p.m. in the Board Room at Village Hall, 50 S. Emerson St.

**ROLL CALL**

Members present upon roll call by the Village Clerk: Mayor Paul Hoefert, Trustee Vincent Dante, Trustee Beth DiPrima, Trustee Terri Gens, Trustee Bill Grossi, Trustee John Matuszak, Trustee Colleen Saccotelli

Absent: None

Mayor Hoefert noted a quorum was present.

**CITIZENS TO BE HEARD**

Donna Diamond  
Resident

- Inquired about information regarding native plantings discussions and when public participation opportunities might be available.

*Village Manager Michael Cassady responded, stating that this topic had been discussed at length at the previous Tuesday's board meeting and was held for a second reading. He noted that staff were still engaged in research and the item would not be coming forward the following week, encouraging residents to stay tuned for future discussions.*

*Mayor Hoefert added that there had been substantial discussion at Coffee with Council on Saturday and acknowledged that many knowledgeable residents had shared valuable information with the Village. Mayor Hoefert stated he didn't believe this was currently a major issue requiring immediate action and will likely require no future action, though staff would continue gathering information.*

**JOINT WORKSHOP with the PLANNING AND ZONING COMMISSION - MP2040  
COMPREHENSIVE PLAN UPDATE AND DISCUSSION**

The Village Clerk called the roll for the Planning and Zoning Commission. Present were

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Chairman Donnolly and Commissioners Beatie, Costa, Fricano, Olsen, and Weir. Absent were Commissioners Szymczak and Rogers.

Jason Shallcross, Director of Community and Economic Development, opened the presentation by emphasizing two key points: first, that all documents being presented were drafts intended for discussion and public input, and second, to address community concerns about the future land use map. He clarified that the Village has no history of expanding downtown into single-family neighborhoods or using eminent domain to acquire single-family homes for redevelopment.

Mayor Hoefert reinforced these points, drawing on his 35 years of board experience. He stated that previous Boards had made definitive decisions not to expand into the residential ring surrounding downtown.

He expressed confidence that redevelopment would occur outside residential areas. The Board expressed interest in removing residential areas from mixed-use designations.

#### 4.1. Review and Discuss the DRAFT Vision, Goals and Objectives Prepared by Staff for the MP2040 Comprehensive Plan.

Charlie Hogan, Development Planner, began his presentation with historical context, explaining the comprehensive plan as a vision document for the next 15-20 years. He emphasized the plan's flexibility and noted it was guidance rather than a binding zoning ordinance, using "should" versus "shall" language.

#### **Community Engagement Overview**

Mr. Hogan reported over 1,200 points of engagement throughout the planning process, including 665 in-person discussions, 565 survey responses, and over 2,000 website visits. The engagement included focus groups, visioning workshops, stakeholder interviews, and participation at various community events. A notable component was engagement with approximately 80 Prospect High School students who expressed desire for more parks, diverse businesses, and additional train lines.

#### **Key Community Takeaways**

The engagement revealed that 91% of survey respondents were satisfied or highly satisfied with living in Mount Prospect, with strong ratings for parks, libraries, and emergency services. However, some residents expressed concerns about housing affordability, with 74% indicating they would walk more with better infrastructure. Downtown was identified as a clear asset, though other shopping areas and aging retail corridors were seen as needing investment.

#### **Vision Statement**

Mr. Hogan presented the draft vision statement emphasizing Mount Prospect as embodying "the very best of suburban living" with beautiful neighborhoods, vibrant commercial districts, abundant parks, and well-connected transportation. The vision includes sustainable practices, inclusive community facilities, and a strong local identity attracting unique businesses.

#### **Board comments:**

- Appreciates the current inclusive approach for all ages.
- Supports the vision, noting it reflects the community's current state.

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- Suggested the community was becoming more "urban suburban" rather than purely suburban, given its proximity to Chicago and regional development patterns.

### **Goals and Objectives**

Mr. Hogan outlined seven land use goals focusing on protecting neighborhoods first while directing growth to targeted areas like Randhurst Village, downtown, and major commercial corridors. Additional goals addressed walkable development patterns, economic vitality, sustainability, compatibility between different land uses, coordination with infrastructure decisions, and evaluation of annexation opportunities.

Housing and neighborhood goals emphasized protecting established residential character while addressing gaps for seniors wanting to age in place and younger households seeking entry-level ownership opportunities. The plan proposed targeting townhomes and smaller condos in specific areas, like Randhurst Village, rather than a blanket application across neighborhoods.

Commercial and industrial goals covered downtown continuity, development of secondary activity centers, beautification efforts, corner store concepts, and industrial area improvements. The plan also addressed economic development through business diversification, branding and identity development, retention programs, and leveraging regional assets.

Community facilities goals focused on infrastructure improvements, public safety, facilities reinvestment, and creating gathering spaces particularly for youth. Transportation goals emphasized safety, multimodal connectivity, transit coordination, traffic operations, and emerging mobility technologies.

Parks and environment goals addressed access gaps, facility reinvestment, natural amenities, destination programming, and environmental stewardship, including tree canopy preservation and stormwater management.

### **Future Land Use Map Discussion**

Hogan explained the future land use map as guidance that does not change zoning or authorize redevelopment. Any actual land use changes would require full public review processes. The map designated areas as community residential (single-family homes), multifamily, high-density mixed use (downtown, Randhurst Village), corridor mixed use (along major roads), business industrial, and parks.

Key map features included multiple neighborhood commercial intersections in northeast Mount Prospect for small-scale retail and offices, a high-density mixed-use designation for Randhurst Village to support its success, whether through entertainment or residential development, and downtown flexibility at the edges while maintaining the core's character.

For the south side, a mixed-use corridor along Elmhurst Road would support car-oriented businesses and could include entertainment, medical facilities, hotels, offices, and possibly mid-rise residential buildings. A small, high-density mixed-use area between Elmhurst Road and Wall Street reflects successful recent development trends, while commercial-industrial zones maintain flexibility for different uses.

### **Board Discussion**

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- Trustee DiPrima raised detailed questions about development definitions, expressing discomfort with language about "zoning reforms" and preferring case-by-case flexibility rather than preemptive zoning changes. She emphasized the importance of preserving existing residential areas and suggested learning from the 2013 Lakota map's approach of identifying specific opportunity zones.
- Trustee Gens requested more comprehensive data analysis including demographic trends, infrastructure assessments, and specific benchmarks for goals and objectives. She emphasized the need for connecting data analysis to proposed objectives and ensuring safety is addressed.
- Trustee Saccotelli thanked the community for their input and participation throughout this process. Emphasized that the plan is a draft. She supports a balance between economic development and maintaining neighborhoods. She thanked staff for their commitment to these goals in the plan.
- Trustee Dante emphasized neighborhood character and quality as the top priority. He supported expanding senior-oriented housing and revitalizing aging retail corridors while expressing concerns about corner store concepts potentially impacting the downtown grocery store.
- Trustee Matuszak questioned details about senior housing levels, Randhurst Village ownership constraints, teen space concepts, and specificity in neighborhood investment goals. He strongly opposed any residential homes being targeted for redevelopment.
- Trustee Grossi emphasized concentrating on Village-controlled improvements while being cautious about partnership expenses. He questioned transit assumptions given financial challenges facing public transportation and stressed the importance of maintaining single-family zoning protections.

Director Shallcross answered questions from the Board.

### Public Comment:

Several residents addressed the Board to express concerns about the Comprehensive Plan and process. They expressed concerns about communication failures, with many learning about the meeting less than 24 hours in advance through neighbor-to-neighbor contact rather than official Village notification. Several speakers criticized the process as inadequate for meaningful public participation and requested direct mailing for affected residents.

Residents also provided input on various plan elements and requested better communication about development projects, suggestions for integrating renewable energy, concerns about traffic, and recommendations for preserving green space. Some speakers supported concepts like corner stores and walkable development, while others emphasized the need to slow growth and focus on sustainability.

- Adam Koszyk - Delivered extensive remarks criticizing the lack of public notification and the designation of his block in the draft future land use plan for high-density mixed-use. He argued this contradicted recent assurances from Village staff that no zoning changes were planned and threatened legal action over what he characterized as deliberate concealment of the planning process. *(Clerk's note: Mr. Koszyk submitted his written comment and written statement in opposition to the proposed future land use designation*

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*for the 200 block of South Wille Street. Both are available for viewing in the Clerk's office at Village Hall, 50 S. Emerson Street)*

- Linda Waycie - Support for senior and affordable housing through inclusionary zoning ordinances
- Jon Porcher
- John Ward
- Resident
- Thano Tziforos
- Charles Chen
- Brenda Smith
- Al Moreno
- Nate DeVan
- Veronica Trejo
- Robin Jennings
- MaryAnn Wilkinson
- Resident
- Martin Osinski
- Resident

Planning and Zoning Commission members provided supportive comments about the planning process while acknowledging the map concerns.

Director Shallcross acknowledged the Board's clear direction regarding residential areas and confirmed staff would revise the map accordingly. He explained that the February neighborhood meeting had addressed specific Saint Mark's property questions rather than the broader comprehensive plan, noting the distinction between immediate development plans and long- range land use guidance.

The next steps include publishing revised vision, goals, objectives and future land use map based on the evening's feedback, conducting a public open house with the draft plan document, and proceeding through Planning and Zoning Commission and Village Board adoption processes.

Mayor Hoefert called for a short recess at 9:00 pm. The meeting resumed at 9:07 p.m.

Each Trustee addressed the residents' comments and concerns, and Mayor Hoefert delivered closing remarks.

Mayor Hoefert announced that the remaining agenda items would be postponed to the April 21st Committee of the Whole meeting.

### **DISCUSSION ITEMS**

- 5.1. Review and Discussion of draft resolution in opposition to State Preemption of Local Zoning Authority (The BUILD Act HB 5626)

No discussion - postponed to a future meeting.

- 5.2. Evaluation of Zoning Code Text Amendments to Promote Single-Family Residential Neighborhoods

No discussion - postponed to a future meeting.

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## **VILLAGE MANAGER'S REPORT**

6.1. As submitted

No report.

### **ANY OTHER BUSINESS**

Trustee Gens announced a Human Services event scheduled for Friday from 9:30 to 11:30 am at Village Hall, featuring organizations for seniors to connect with and various resources.

Trustee Grossi reminded residents that April 15th was the tax filing deadline and encouraged filing extensions if needed.

### **ADJOURNMENT**

With no additional business to conduct, Mayor Hoefert asked for a motion to adjourn. Trustee Dante seconded by Trustee Gens, motioned to adjourn the meeting. By unanimous voice vote, the April 14, 2026 Meeting of the Village Board of Trustees adjourned at 9:24 p.m.

Respectfully submitted,

Karen M. Agoranos  
Village Clerk

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**Village of Mount Prospect Regular  
Meeting of the Village Board/Committee of the  
Whole  
Tuesday, April 21, 2026 / 7:00 PM**

**CALL TO ORDER**

Mayor Hoefert called the Regular Meeting of the Village Board/Committee of the Whole to order at 7:16 p.m. in the Board Room at Village Hall, 50 S. Emerson St.

**ROLL CALL**

Members present upon roll call by the Village Clerk: Mayor Paul Hoefert, Trustee Vincent Dante, Trustee Beth DiPrima, Trustee Terri Gens, Trustee Bill Grossi, Trustee John Matuszak, and Trustee Colleen Saccotelli

Absent: None

Mayor Hoefert announced a quorum was present.

2.1. Pledge of Allegiance - Trustee John Matuszak

**APPROVAL OF MINUTES**

3.1. Minutes of the regular meeting of the Village Board - April 7, 2026

Motion by Vincent Dante, second by Colleen Saccotelli to approve the minutes of the regular Village Board meeting of April 7, 2026:

**Yea:** Vincent Dante, Beth DiPrima, Terri Gens, Bill Grossi, John Matuszak, Colleen Saccotelli

**Nay:** None

***Final Resolution: Motion Passed***

**MAYORS REPORT**

4.1. Mayor's Comment

No comment.

4.2. PROCLAMATION: Earth Day - April 22, 2026

Mayor Hoefert read a proclamation recognizing April 22, 2026, as Earth Day in the Village of Mount Prospect. The proclamation highlighted ongoing environmental threats and noted that this year marks the 56th anniversary of the Earth Day movement, with the theme "Our Power, Our Planet." The Mayor encouraged all citizens to combat climate change, support green economy initiatives, and promote a plastic-free planet.

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## 4.3. PROCLAMATION: Arbor Day - April 24, 2026

Mayor Hoefert read a proclamation designating Friday, April 24, 2026 as Arbor Day in the Village of Mount Prospect. The proclamation recognized the history and importance of tree planting and noted that a ceremonial tree planting would be held at Fairview School, 300 North Fairview Avenue, on Friday, April 24, 2026 at 10:00 AM. The Mayor encouraged all residents to attend.

Director of Public Works Sean Dorsey accepted the proclamation and provided additional details, noting the planting would take place on the Isabella side of Fairview School, where a new swamp white oak would be planted in the parkway. The event is open to the public.

Mayor Hoefert asked Director Dorsey to speak about the strength of the Village's forestry program. He noted the division employs approximately a dozen staff, including Superintendent Dave Hull who holds a college degree in urban forestry. All but three employees are certified arborists. The Village maintains approximately 25,000 parkway trees, removing and replacing roughly 300–500 trees annually due to disease, decay, or old age. The Village has been recognized as a Tree City USA community for 41 consecutive years and has received the Tree City USA Growth Award for 20 consecutive years. This year marks the Village's 42nd Arbor Day celebration.

Trustee Saccotelli commended the Public Works Department and noted the recently completed Gateway Park at Central and Northwest Highway as a particularly attractive improvement.

### Public Comment:

Steve Polit  
601 Wilshire

- Informed the Board that a community cleanup event at Hill Street Park on Rand Road was also scheduled for the following day, and invited residents to participate.

## 4.4. REAPPOINTMENT TO BOARDS AND COMMISSIONS - Board of Fire and Police Commissioners | William Knee for term to expire April 2029, Special Events Commission | Katie Cousino for term to expire April 2030; Denise Peterson for term to expire April 2030; Alan Cervenka for term to expire April 2030

Mayor Hoefert presented the following reappointments for ratification:

**Board of Fire and Police Commissioners:** William Knee -term to expire April 2029

**Special Events Commission:** Katie Cousino - term to expire April 2030; Denise Peterson, term to expire April 2030; Alan Cervenka, term to expire April 2030

Motion by Vincent Dante, second by Terri Gens, to ratify the reappointments:

**Yea:** Vincent Dante, Beth DiPrima, Terri Gens, Bill Grossi, John Matuszak, Colleen Saccotelli

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Nay: None

*Final Resolution: Motion Passed*

## COMMUNICATIONS AND PETITIONS - CITIZENS TO BE HEARD

No citizens registered to address the Village Board under this item.

## CONSENT AGENDA

Motion by Vincent Dante, second by John Matuszak, to approve the consent agenda:

**Yea:** Vincent Dante, Beth DiPrima, Terri Gens, Bill Grossi, John Matuszak, Colleen Saccotelli

**Nay:** None

*Final Resolution: Motion Passed*

- 6.1. List of Bills - April 1, 2026 to April 14, 2026 - \$3,142,862.92
- 6.2. Motion to waive the rule requiring two readings of an ordinance and adopt an ORDINANCE AMENDING CHAPTER 13 (ALCOHOLIC LIQUORS) OF THE VILLAGE CODE OF MOUNT PROSPECT. This Ordinance will decrease the number of Class "F-3" Licenses by (1) Blazin Wings Inc. d/b/a Buffalo Wild Wings located at 301 E Euclid Ave. Mount Prospect, IL and will decrease the number of Class "F-2" Licenses by (1) Three Craftmen Inc. d/b/a E-Sushi located at 1750 W. Golf Rd. Mount Prospect, IL. This Ordinance will increase the number of Class "F-3" licenses by (1) Mount Prospect Wing Company d/b/a Buffalo Wild Wings located at 301 E Euclid Ave. Mount Prospect, IL and increase the number of Class "F-2" Licenses by (1) CHICAGO KAZE INC. d/b/a E-Sushi located at 1750 W. Golf Rd. Mount Prospect, IL;

***Ordinance No. 6843***

- 6.3. Waive the rules requiring two readings of an ordinance and adopt AN ORDINANCE MAKING CERTAIN AMENDMENTS TO THE ANNUAL BUDGET ADOPTED FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2025, AND ENDING DECEMBER 31, 2025.

***Ordinance No. 6844***

- 6.4. Waive the rules requiring two readings of an ordinance and adopt AN ORDINANCE MAKING CERTAIN AMENDMENTS TO THE ANNUAL BUDGET ADOPTED FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2026, AND ENDING DECEMBER 31, 2026.

***Ordinance No. 6845***

## OLD BUSINESS - None

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## NEW BUSINESS - None

### VILLAGE MANAGER'S REPORT

#### 9.1. As submitted

The Village Manager indicated no additional report.

### COMMITTEE OF THE WHOLE - JOINT VILLAGE BOARD AND FINANCE COMMISSION WORKSHOP

The meeting transitioned to a hybrid Committee of the Whole session, convened as a joint workshop with the Finance Commission. Finance Commission Chair Ken Arndt called the roll of the Finance Commission, confirming the presence of four commissioners: Commissioner Rath, Commissioner Grochocinski, and Commissioner Ocwieja, Commissioners Derfler, Cannizzaro and Khamo were absent.

#### 10.1. 1st Quarter 2026 - Financial Review

Finance Director Amit Thakkar presented the unaudited full-year 2025 financial results and the first quarter 2026 financial review.

#### **2025 Year-End Highlights**

Director Thakkar identified several challenges encountered during 2025, including a delayed second installment of Cook County property taxes. He reported that 98% of property taxes were ultimately collected by the February 28 accounting deadline, with the remainder arriving in March. Other challenges included inflationary cost pressures on supplies and contractual services, the expiration of \$7,027,000 in federal ARPA pandemic relief funds, and pending state legislation (Senate Bill 1937) that, if enacted, would significantly increase the Village's Tier 2 pension liabilities and place upward pressure on the property tax levy. Despite these challenges, Director Thakkar highlighted a number of positive outcomes for 2025:

- **Sales tax collections** totaled \$44,200,000, reflecting 17.7% growth and elevating Mount Prospect to the third-largest sales tax producer in Illinois.
- **Home Rule sales tax** grew 18.9% to \$9,200,000, largely due to a change in state law requiring out-of-state sellers to remit destination-based sales tax rather than use tax.
- **Income tax** collections reached \$10,200,000, or \$180.34 per capita, a 6.2% increase over the prior year, surpassing the initial Illinois Municipal League estimate of \$169 per capita.
- **Investment income** reached \$5,914,199, well above the original budget estimate of \$3,900,000, due to interest rates remaining higher than anticipated.
- **Village-wide revenues** were collected at or above budget in nearly all categories, with intergovernmental revenues at 115%, investment income at 150%, and property taxes at

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108%.

- **Expenditures** came in at \$145,029,949 Village-wide, representing 78.8% of the \$183,900,000 budget, with all departments remaining within appropriate limits.
- **Property tax levy** remained unchanged from the 2015 level, representing a 0% increase.
- The Village abated \$5,100,000 in pension and debt obligations.
- The Elk Grove Rural Fire Protection District Special Service Area levy generated \$665,000 in recognized revenue through February 28.
- The Village successfully received \$1,031,000 in assets from the Elk Grove Rural Fire Protection District settlement agreement.
- Police and fire pension funds both reported approximately 17% investment returns against a 7.25% benchmark assumption, improving the police pension funding ratio from approximately 59% to 66.4%, and the fire pension funding ratio from approximately 60% to 69.6%.
- The Village retained its Triple Crown Award for excellence in financial reporting.

### General Fund Balance

The unaudited general fund balance at year-end 2025 was \$54,762,593, representing 63.9% of the annual budget when accounting for a \$5,000,000 loan to the TIF fund for the acquisition of 111 East Busse Avenue. The Village's fund balance policy targets a range of 30–50% of annual expenditures with a 40% target. Cash balance at December 31, 2025, was \$33,572,719, reflecting the timing lag of property tax collections and state revenue distributions.

### Q1 2026 Results

Total revenues collected in Q1 2026 were \$19,800,000, compared to \$31,300,000 in Q1 2025. Director Thakkar explained that the primary driver of this \$11,500,000 reduction was the delayed first installment of 2025 property taxes: only \$1,065,000 had been collected against a full-year budget of \$25,500,000, compared to \$12,500,000 collected in the same period last year. All other revenue categories were generally within expected ranges. Real estate transfer tax collections were notably higher in Q1 2026 at \$530,000 versus \$175,000 in Q1 2025, due to several high-value transactions. Income tax receipts grew 3.9% to \$2,526,000.

Q1 2026 expenditures totaled \$27,400,000, or 13.1% of the annual budget. Personnel costs appeared lower than expected due to pension contributions not yet being remitted, as those payments are dependent on property tax collections and will be corrected in Q2. Commodity and supply expenditures were 71.5% higher than the same period last year, driven by a more severe winter requiring greater salt usage and higher fuel prices. All other expenditure categories remained within expected ranges.

The Q1 2026 fund balance stood at \$45,032,605, or 49.6% of the annual budget, reflecting a net operating deficit in the quarter attributable to the property tax timing lag.

### Economic Emergency Fund

The Economic Emergency Fund, established in 2023 from general fund surpluses with two installments of \$6,500,000 each, has grown to \$14,500,000 as of the end of Q1 2026, having accumulated \$1,455,811 in interest income. No funds have been withdrawn. Director Thakkar noted that accessing the fund is subject to formal review by the Finance Commission and approval by the Village Board.

### 2026 Work Plan

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Director Thakkar outlined the Finance Department's work plan for the remainder of 2026, which includes potential bond issuances, possible establishment of a third installment into the Economic Emergency Fund following completion of the 2025 audit, and continued work on pension levy and abatement strategy. The department is also actively pursuing a AAA bond rating, which would reduce future borrowing costs. Director Thakkar noted that while the Village meets nearly all rating agency criteria, pension funding ratios and median household income remain areas of focus. He expressed optimism that a revised pension funding strategy, currently under development with the Village's actuary, would be presented to the Finance Commission and Village Board in the coming months.

### **Board and Commission Discussion**

- Highlighted the significance of Mount Prospect's strong sales tax economy
- Praised the Finance Department and Finance Commission for their stewardship and the quality of the financial reports, and expressed confidence that the Village could achieve a AAA bond rating. *Director Thakkar confirmed that the Village is checking nearly every box required by rating agencies, with pension funding strategy remaining the primary outstanding criterion.*
- Inquired about the increase in overtime spending in Q1 2026. *Director Thakkar responded, attributing the increase to cost-of-living adjustments under collective bargaining agreements and operational gaps created by retirements or workers' compensation absences.*
- Questioned the decline in investment income compared to 2024. *Director Thakkar explained the reduction reflects a combination of modestly lower interest rates and a decrease in investable cash balances as bond proceeds are expended on capital projects.*
- Sought clarification on whether the delayed property tax receipts caused any missed pension payment deadlines. *Director Thakkar confirmed that no deadlines were missed, but noted an opportunity cost in the form of lost investment income for the Village and the pension funds, which had forgone the benefit of investing those contributions earlier.*

Finance Commission Chair Arndt offered closing remarks on behalf of the Finance Commission, commending the Finance team and emphasizing two priorities: continued progress on the pension funding strategy—an area where many peer communities have fallen short—and the importance of maintaining and strengthening the Economic Emergency Fund, particularly during periods of strong revenue when the impulse to increase spending can be greatest.

Mayor Hoefert closed the discussion by noting the Village's financial condition is the strongest it has ever been and underscored the importance of fiscal discipline during prosperous times.

### **ANY OTHER BUSINESS**

Mayor Hoefert noted the presence of an Eagle Scout candidate from Troop 23 attending the meeting to fulfill requirements for his Citizenship in the Community merit badge.

In response to a Board question about whether there was a rain date for the Arbor Day ceremony, Director Dorsey confirmed that there is no formal rain date and that the event would move to the school gymnasium if the weather warranted it.

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## ADJOURNMENT

With no additional business to conduct, Mayor Hoefert asked for a motion to adjourn. Trustee Grossi, seconded by Trustee Dante, motioned to adjourn the meeting. By unanimous voice vote, the April 21, 2026, Regular Meeting of the Village Board/Committee of the Whole meeting adjourned at 8:21 p.m.

Respectfully submitted,

Karen M. Agoranos  
Village Clerk



## Item Cover Page

### **Subject**

Meeting

### **Mayor's Comment**

May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD

Fiscal Impact (Y/N)

Dollar Amount

Budget Source

Category

MAYORS REPORT

Type

Presentation

### **Information**

### **Discussion**

### **Alternatives**

### **Staff Recommendation**

### **Attachments**

None



## Item Cover Page

**Subject**                                **PROCLAMATION: Asian/Pacific Islander American Heritage Month - May 2026**

Meeting                                May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD

Fiscal Impact (Y/N)

Dollar Amount

Budget Source

Category                                MAYORS REPORT

Type                                        Presentation

### **Information**

### **Discussion**

### **Alternatives**

### **Staff Recommendation**

### **Attachments**

1. Asian American and Pacific Islander Heritage Month

**PROCLAMATION**  
**Asian/Pacific American Heritage Month**  
**May 2026**

**WHEREAS,** in 1978, President Jimmy Carter established Pacific/Asian American Heritage Week and in 1990, George H. W. Bush signed a bill passed by Congress officially designating May as Asian-Pacific American Heritage Month; and

**WHEREAS,** In 2009, Asian-Pacific Heritage month was changed to Asian American and Pacific American Heritage Month to recognize the contributions and influence of Asian Americans and Pacific Islander Americans to the history, culture, and achievements of the United States; and

**WHEREAS,** Mount Prospect is proud to be home to a growing Asian and Pacific American population that contributes greatly to the prosperity and enrichment of our Village; and

**WHEREAS,** Asian and Pacific American men and women have made valuable contributions to all areas of life in Mount Prospect, including government, business, arts and sciences, medicine, education, law enforcement, and the military; and

**WHEREAS,** Asian American and Pacific American communities are deeply-rooted in both the United States and Mount Prospect, reminding us of both proud and painful chapters of our history; and

**WHEREAS,** Asian American and Pacific American communities in Mount Prospect have shared their rich culture and traditions while representing their communities through public service and advocacy; and

**WHEREAS,** diversity represents one of our greatest strengths, and by recognizing the contributions and accomplishments of Asian and Pacific American men and women, our community celebrates the importance of inclusion to building a brighter future for all of our citizens; and

**WHEREAS,** the Mount Prospect is committed to providing comprehensive support to ensure that our Village is equitable and welcoming to all people; and

**WHEREAS,** the Village of Mount Prospect is proud to celebrate Asian Pacific American Heritage Month, and commemorate the essential contributions, sacrifices, and accomplishments that Asian and Pacific Americans have made to our community.

**NOW, THEREFORE, I, Paul Wm. Hoefert,** do hereby recognize May 2026 as

**“ASIAN/PACIFIC AMERICAN  
HERITAGE MONTH”**

In the Village of Mount Prospect, I call this observance to the attention of all our citizens. I invite everyone to visit the Mount Prospect Public Library and the wonderful Asian/Pacific American businesses to support and learn more about this diverse community and its cultures.

\_\_\_\_\_  
Paul Wm. Hoefert, Mayor

ATTEST:

\_\_\_\_\_  
Karen M. Agoranos, Village Clerk



## Item Cover Page

<b>Subject</b>	<b>PROCLAMATION: National Public Works Week May 17–23, 2026</b>
Meeting	May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	N
Dollar Amount	NA
Budget Source	NA
Category	MAYORS REPORT
Type	Mayor's Report

### **Information**

### **Discussion**

### **Alternatives**

### **Staff Recommendation**

### **Attachments**

1. National Public Works Week Proclamation 2026

**PROCLAMATION**

**"NATIONAL PUBLIC WORKS WEEK"**

**May 17-23, 2026**

**WHEREAS**, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Mount Prospect; and,

**WHEREAS**, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation 's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

**WHEREAS**, it is in the public interest for the citizens, civic leaders and children in Mount Prospect to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

**WHEREAS**, the efficiency of the qualified and dedicated personnel who staff public works departments is materially influenced by the people's attitude and understanding of the importance of the work they perform; and

**WHEREAS**, the year 2026 marks the 66th annual National Public Works Week sponsored by the American Public Works Association,

**WHEREAS**, the Mount Prospect Public Works Department will have an Open House on Saturday, May 16, 2026, between the hours of 9:00 a.m. and 1:00 p.m., to acquaint the residents of Mount Prospect with the many services provided by the Public Works Department.

**NOW, THEREFORE**, I, Paul Wm. Hoefert, Mayor of the Village of Mount Prospect, do hereby proclaim the week of May 17-23, 2026 as

**"NATIONAL PUBLIC WORKS WEEK"**

in the Village of Mount Prospect and I call upon all citizens and civic organizations to acquaint themselves with the various services provided by the Mount Prospect Public Works Department to assure the health, safety, and comfort of our residents.

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Paul Wm. Hoefert  
Mayor

ATTEST:

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Karen M. Agoranos, Village Clerk  
Dated this 5th day of May, 2026



## Item Cover Page

<b>Subject</b>	<b>PROCLAMATION: Monarch Butterfly Day – May 16, 2026</b>
Meeting	May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	N
Dollar Amount	NA
Budget Source	NA
Category	MAYORS REPORT
Type	Mayor's Report

### **Information**

### **Discussion**

### **Alternatives**

### **Staff Recommendation**

### **Attachments**

1. Monarch Butterfly Proclamation 2026

**PROCLAMATION**

**"Monarch Butterfly Day"**

May 16, 2026

**WHEREAS**, the monarch butterfly is an iconic Northern American species whose multigenerational migration and metamorphosis from caterpillar to butterfly has captured the imagination of millions of Americans; and

**WHEREAS**, the North American monarch population has declined by more than 90 percent in the past two decades. Monarch scientists attribute the decline to degradation and loss of summer breeding habitat in the U. S., and loss of winter habitat in Mexico. Western populations of monarch butterflies that overwinter in California are also in decline; and

**WHEREAS**, cities, towns and counties have a critical role to play to help save the monarch butterfly; and

**WHEREAS**, the Garden Club of Mount Prospect, the Mount Prospect Monarchs group, and the Village Public Works Department have implemented programs and strategies to encourage monarch butterfly habitat in Mount Prospect; and

**WHEREAS**, the Garden Club of Mount Prospect and the Village Public Works Department have partnered to promote this cause and will be sponsoring a monarch information table at the annual Public Works Open House on May 16; and

**WHEREAS**, every citizen of the Village of Mount Prospect can make a difference for the monarch by planting native milkweed and nectar plants to provide habitat for the monarch and pollinators in locations where people live, work, learn, play and worship; and

**WHEREAS**, the Village of Mount Prospect is actively participating in, and promoting the establishment of Monarch Waystations, and encourages all residents of the community to do so; and

**WHEREAS**, on behalf of the residents of Mount Prospect who have already joined me in creating healthy habitat for these magnificent butterflies, I am honored to support and be a part of the National Wildlife Federation's Mayor's Monarch Pledge; and

**NOW, THEREFORE**, I, Paul Wm. Hoefert, Mayor of the Village of Mount Prospect, do hereby proclaim May 16, 2026, as

**"Monarch Butterfly Day"**

In the Village of Mount Prospect and I hereby pledge to commit to help restore habitat for the monarch and encourage our residents to do the same, so that these magnificent butterflies will once again flourish across the continent.

\_\_\_\_\_  
Paul Wm. Hoefert  
Mayor

ATTEST:

\_\_\_\_\_  
Karen M. Agoranos  
Village Clerk  
Dated this 5<sup>th</sup> day of May, 2026



## Item Cover Page

**Subject**                                **PROCLAMATION: National Bike Month**

Meeting                                May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE  
MOUNT PROSPECT VILLAGE BOARD

Fiscal Impact (Y/N)

Dollar Amount

Budget Source

Category                                MAYORS REPORT

Type                                        Presentation

### **Information**

### **Discussion**

### **Alternatives**

### **Staff Recommendation**

### **Attachments**

1. national bike month 2026

PROCLAMATION

**National Bike Month**

**WHEREAS**, bicycling is a healthy, environmentally friendly, and economical form of transportation and recreation that contributes to improved physical fitness, reduced traffic congestion, and cleaner air; and

**WHEREAS**, the Village of Mount Prospect is committed to fostering a safe, connected, and accessible transportation network for residents of all ages and abilities; and

**WHEREAS**, Mount Prospect’s parks, neighborhoods, and regional trail connections provide opportunities for residents to enjoy bicycling for both commuting and leisure; and

**WHEREAS**, increased investment in bicycle infrastructure and education helps create safer streets for all users, including cyclists, pedestrians, and motorists; and

**WHEREAS**, events such as Bike to Work Week and Bike to Work Day inspire individuals to incorporate cycling into their daily routines and explore alternative modes of transportation; and

**WHEREAS**, the Village of Mount Prospect recognizes the importance of promoting safe sharing of the road among cyclists, pedestrians, and motorists through education and awareness initiatives;

**NOW, THEREFORE**, I, Paul Wm. Hoefert, Mayor of the Village of Mount Prospect, Illinois, do hereby proclaim May 2026 as

“National Bike Month in Mount Prospect”

, and encourage all residents to participate in bicycling activities, practice safe riding habits, and support efforts to make our community more bicycle-friendly.

\_\_\_\_\_  
Paul Wm. Hoefert  
Mayor

ATTEST:

\_\_\_\_\_  
Karen M. Agoranos  
Village Clerk



## Item Cover Page

**Subject**                                    **1st reading of an ORDINANCE AMENDING CHAPTER 13 (ALCOHOLIC LIQUORS) OF THE VILLAGE CODE OF MOUNT PROSPECT. This Ordinance will decrease the number of Class "F-3-V" Licenses by (1) SVNA, LLC. d/b/a Mount Prospect Public House located at 18 W. Busse Ave. Mount Prospect, IL. This Ordinance will increase the number of Class "F-3-V" licenses by (1) SVNA, LLC d/b/a Mount Prospect Public House located at 18 W. Busse Ave. Mount Prospect, IL and increase the number of Class "F-1" Licenses by (1) Deba Sushi Bar LLC d/b/a Deba Sushi Bar located at 133 W. Prospect Ave. Mount Prospect, IL**

**Meeting**                                    **May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD**

**Fiscal Impact (Y/N)**

**Dollar Amount**

**Budget Source**

**Category**                                    **MAYORS REPORT**

**Type**    **Action Item**

### Information

#### **SVNA, LLC d/b/a Mount Prospect Public House:**

Mount Prospect Public house, located at 18 W. Busse Ave, occupies the space previously occupied by Tokens & Tankards. Public House opened for business at this location in January 2024. Sam Vardalos has been co-owner to the Mount Prospect Public House and as of February 2026, Mr. Vardalos has become the sole owner of SVNA, LLC.

The new Class "F-3-V" License acknowledges the ownership changes to SVNA LLC, and Mr. Valdalos has completed all necessary requirements for the approval of the new Liquor License, as well as the Video Gaming Endorsement IE: Application, Fees, Insurance, Background, Terminal Operator Agreement and BASSET Certifications. If the Village Board views this application favorably, an ordinance creating a new Class "F-3-V" License would be recommended for adoption.

#### **Deba Sushi Bar LLC d/b/a Deba Sushi Bar:**

Narongkorn (Chef Naro) & Maylada Butsaboon, owners of Deba Sushi Bar, located at 133 W, Prospect Ave, are husband and wife seeking a Class "F-1" Liquor License to serve alcoholic beverages, especially Sake, to their customers in their new Sushi restaurant. Chef Naro is a former chef from Nobu 57 NYC and Nobu Chicago and has more than 18 years of experience in the sushi industry. He takes traditional Japanese cuisine and gives them a Modern Thai twist.

Mr & Ms. Butsaboon have expressed that Deba Sushi Bar was born out of a passion for sushi and a desire to bring new and exciting dining experiences to residents in the Chicagoland Area. A friend of Ms. Butsaboon had showed her the old Patina Wine Bar space, and the Butsaboons fell in love. The meaning behind Deba Sushi Bar comes from the Deba Knife, which is a traditional Japanese single-beveled knife designed for breaking down, butchering, and filleting whole fish, with minimal waste. Chef Naro explained that this knife is strong, and hardworking, just like he is in the kitchen.

Deba Sushi plans to be open during the week for lunch hours, with an hour's break before the dinner crowds. A combination of 5 full and part-time employees are currently on staff, the Butsaboon's will evaluate the need for more servers as the business grows.

All requirements of the Liquor License application have been met, including application, fees, insurance, background, as well as BASSET Certifications, and lease. If the Village Board views this application favorably, an ordinance creating a new Class "F-1" License would be recommended for adoption.

### **Discussion**

1. Approve an ordinance decreasing the number of Class "F-3-V" liquor licenses & increasing the number of Class "F-3-V" and "F-1" liquor licenses.
2. Action at the discretion of the Village Board.

### **Alternatives**

### **Staff Recommendation**

Staff recommends approval of an ordinance decreasing and increasing the Class "F-3-V" and "F-1" licenses and congratulates the full ownership of Mount Prospect Public House, and welcomes Deba Sushi Bar to Mount Prospect.

### **Attachments**

1. Adding Mount Prosect Public House, Ownership Changes and Deba Sushi New Business

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING CHAPTER 13 OF THE  
VILLAGE CODE OF MOUNT PROSPECT

BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF MOUNT PROSPECT, COOK COUNTY, ILLINOIS ACTING IN THE EXERCISE OF THEIR HOME RULE POWERS:

SECTION ONE: That in accordance with Subsection A of Section 13.108 of Chapter 13 of the Village Code of Mount Prospect, as amended, the Corporate Authorities shall determine the number of Liquor Licenses available in each Classification and shall establish a list specifying the number of Liquor Licenses authorized. Said list is hereby amended. This Ordinance will decrease the number of Class "F-3-V" Licenses by (1) SVNA, LLC. d/b/a Mount Prospect Public House located at 18 W. Busse Ave. Mount Prospect, IL This Ordinance will increase the number of Class "F-3-V" licenses by (1) SVNA, LLC d/b/a Mount Prospect Public House located at 18 W. Busse Ave. Mount Prospect, IL and increase the number of Class "F-1" Licenses by (1) Deba Sushi Bar LLC d/b/a Deba Sushi Bar located at 133 W. Prospect Ave. Mount Prospect, IL; Said list is as follows:

Five (5)	Class P-1 License
Nine (9)	Class P-2 License
One (1)	Class P-3 License
Zero (0)	Class P-4 License
Zero (0)	Class P-5 License
Seven (7)	Class F-1 License
One (1)	Class F-1-V License
Five (5)	Class F-2 License
Six (6)	Class F-2-V License
Seventeen (17)	Class F-3 License
Twelve (12)	Class F-3-V License
One (1)	Class F-4-V License
Three (3)	Class F-5 License
Two (2)	Class F-6 License
Zero (0)	Class F-7 License
One (1)	Class F-8-V License
Two (2)	Class S-1 License
Three (3)	Class S-2 License
Zero (0)	Class S-3License
Zero (0)	Class S-4License
One (1)	Class S-5 License
Three (3)	Class S-6 License
Two (2)	Class S-7 License
One(1)	Class S-8 License
Zero (0)	Class S-9(with conditions as Attached to License)

SECTION TWO: That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form in the manner provided by law.

AYES:  
NAYS:  
ABSENT:

PASSED and APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Village Clerk

<u>Class</u>	<u>Establishment</u>	<u>Number</u>
P-1	Cardinal Wine & Spirits; D&H Liquors; Jay Liquors; Jenny's Liquors; Mount Prospect Liquors & Tobacco;	5
P-2	Caputo's Fresh Market; Costco; Fiesta Market; KD Market; Osco Drug Store #3476; CVS Pharmacy; Walgreens #00209 (Kensington); Walgreens #05107(Elmhurst); Wal-Mart #1681	9
P-3	Aldi;	1
P-4		0
F-1	Chung Wa 827; Deba Sushi Bar; Honey Biscuit; LePeep Café; Los Arcos; Mr. Kimchi Korean BBQ; Pueblo Viejo;	7
F-1-V	La Prensa;	1
F-2	Buona; E-Sushi; Misoya Chicago; MOD Pizza; Sakae Restaurant;	5
F-2-V	Avanti Café and Sandwich Bar; Jelly Café; Mr. Beef & Pizza; Rosati's Pizza; Tortas Locas; Wingsnob	6
F-3	Balkan Taste; BlackFinn –Randhurst Grille; Buffalo Wild Wings; COCO & Maple; Fellini Restaurant & Pizzeria; Gilded Fork; Hacienda El Sombrero; Hong Dae; Khepri Kitchen +Coffee; Lady Dahlia Tequila Bar; Mia's Cantina; Mr.Kimchi Korean BBQ; Summertime; Sankyu Sushi; Texas Road House; The Prospect; Trezero's;	17
F-3-V	Big Fish's Icehouse; Canta Napoli; Draft Picks; Emerson's; Jameson's Charhouse; Langostino's Nayarit; Moretti's; Mount Prospect Public House; Mrs. P & Me; Sports Shack; Station 34; The Red Barn;	12
F-4-V	Prospect Moose Lodge	1
F-5	Crystal Palace Banquets; Olive Palace; Victoria in the Park	3
F-6	Mt. Prospect Park District-Golf Course; Prospect Heights Park District	2
F-7		0
F-8-V	Salerno's Pizzeria & Eatery & Whiskey Hill Brewing & Kitchen	1
S-1	Four Points by Sheraton Mount Prospect; Hampton Inn & Suites	2
S-2	Bowlero; Golf Factory; The Picklr	3
S-3		0
S-4		0
S-5	AMC Randhurst 12	1
S-6	Amethyst Skye; Bloom & Brush Art Studio; Lumi Studio & Shoppe; Milano Nail Spa	4
S-7	Northern Fork; Victoria Venue	2
S-8	Two Eagles Distillery	<u>1</u>
		83



## Item Cover Page

**Subject**                      **List of Bills - April 15, 2026, to April 28, 2026 - \$4,337,338.48**

Meeting                        May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE  
MOUNT PROSPECT VILLAGE BOARD

Fiscal Impact (Y/N)

Dollar Amount

Budget Source

Category                      CONSENT AGENDA

Type                             Action Item

### **Information**

Attached is the List of Bills for April 15, 2026, to April 28, 2026 - \$4,337,338.48

### **Discussion**

### **Alternatives**

1. Approve the attached List of Bills for April 15, 2026, to April 28, 2026 - \$4,337,338.48
2. Action at the discretion of the Village Board.

### **Staff Recommendation**

Staff recommends approval of the attached List of Bills for April 15, 2026, to April 28, 2026 - \$4,337,338.48

### **Attachments**

1. List of Bills - April 15, 2026 to Apr 28, 2026

**VILLAGE OF MOUNT PROSPECT**

**List of Bills**

**April 15, 2026 - April 28, 2026**

<b>Fund</b>	<b>Vendor Name</b>	<b>Invoice Description</b>	<b>Amount</b>
<b>001 General Fund</b>			
	ACP CreativIT LLC	Backup Software License Renewal 3/20/26 – 5/13/27	\$ 17,433.40
	ACS State & Local Government Solutions	Illinois State Disbursement Unit 4.23.26	3,614.31
	Alexander Equipment Company Inc	Replacement parts for stump grinder	606.40
	Amazon Capital Services	Vacuum filter, dishwasher filter, picture hanging tacks - St13	12.23
		Retirement Party Decorations & Supplies	53.98
		4/17/26 Equipment maintenance supplies	48.72
		Frame For Illustration of Clock Tower	20.99
		4/20/26 Miscellaneous Dept supplies	40.92
		4/9/26 Equipment maintenance supplies	78.00
		4/9/26 Equipment maintenance supplies	48.24
		Retirement Gifts & Electronic Screen Wipes	30.80
		10 UPS, 4 USB, 10 CAT6, 3 Webcams	993.72
		4/22/26 Supplies for National Night Out	73.70
		Huck towels for all 4 stations	83.59
		Bluetooth Travel Mouse	44.99
		Vacuum filter, dishwasher filter, picture hanging tacks - St13	33.73
		Brochure holder, file sorter, coffee, sugar	177.74
		4/17/26 Supplies for Teen police academy	128.89
		4/7/26 Credit for returned item	(9.49)
		Retirement Party Decorations & Supplies	46.17
		Volunteer party banner	14.99
		Equipment maintenance supplies 04/01/26	18.98
		4/14/26 Credit for returned item	(9.49)
		Lint rollers, mounting putty	19.36
	American Legal Publishing	Supplement Pages Ordinances 6813-6830	1,157.00
	American Public Works Assoc.	APWA Membership 5/1/26-4/30/27	252.00
		APWA Expo Registration Fees 5/20-5/21/26	935.00
	AMS Store and Shred LLC	3/31/26 Records document destruction	145.00
	Arco Mechanical Equipment Sales	Co/No Sensor testing/calibration Code Requirement 4/46/26	4,510.00
	AT & T Corp.	4/1/26 Tower search for case 26-001743	145.00
	AVI Systems Inc	Closed Captioning for Cablecast system	3,654.00
	Axon Enterprise, Inc.	4/15/26-4/14/27 Annual software license	3,120.00
	Banner Sales and Consulting Inc	Fertilizer for highway trees	404.50
	Carioti, Francis	Edit MP Update 4/17/2026	144.00
	Carr Law Firm LLC	Rand-83-Kensington Intersection Project lawyer fees 2/10-2/12/26	250.00
	Case Lots, Inc.	VMP Custodial supplies	1,973.55
	CBS Awards Inc	Retirement Plaque	63.50
	Christopher B. Burke Engineering Ltd	Levee 37 LOMR 3/1-3/28/26	3,475.00
	CIT Bank, N.A.	Equipment Lease 4/11/26	409.34
	CivicPlus LLC	Agenda Software Renewal 3/29/26 - 3/28/27	7,441.43
	Clerk of the Circuit Court of McHenry County	Garnishment 4.23.26	547.85
	Comcast	4/12-5/11/26 50 S Emerson cable	25.18
		Comcast Fiber Service April 2026	2,771.98
	Commonwealth Edison	200 S Wille 2/23-3/25/26 electricity	272.63
		3/5-4/6/26 1020 E Central electricity	21.80
	Constellation NewEnergy, Inc.	3/4-4/3/26 755 S Meier electricity	81.71
		3/6-4/7/26 1051 N Elmhurst Rd electricity	235.26
	Costar Realty Information, Inc.	Monthly Real Estate Publication April 2026	1,026.90
	Crain Communications Inc.	Crains Subscription 4/17/26-4/17/27	225.00
	Des Plaines Material & Supply	Storm basin repair supplies	484.83
	EAS Group Inc	4/9/26 Dept envelopes	1,325.95
		Ambulance Response and Billing Pamphlets	378.87
		E-bikes information cards	506.82
	EJ2 LLC	4/1/26 ET supplies	276.00
	Elk Grove Township	Gold Sponsorship for Community Empowerment Fund 2026	500.00
	Endeavor Health Medical Group	4/14/26 Medical exam	480.00
		3/31/26 Medical exam	480.00
		4/1/26 Pre-employment medical exam	905.00
		3/30/26 Pre-employment medical exam	988.00
		4/9/26 Pre-employment medical services	78.00
	Federal Express Corp	Shipping charges 3/31/26	32.58

**VILLAGE OF MOUNT PROSPECT**

**List of Bills**

**April 15, 2026 - April 28, 2026**

<b>Fund</b>	<b>Vendor Name</b>	<b>Invoice Description</b>	<b>Amount</b>
<b>001 General Fund (continued)</b>			
	Fire Pension Fund	Fire Pension 4.23.26	36,916.01
	Five Star Valet	Valet Services Restaurant Row 03/05/26-03/28/26	3,410.00
	Forestry Suppliers Inc	Replacement parts for diameter tape	256.54
	Gasaway Distributors Inc.	Calcium Chloride 2/14/26	1,698.98
		Calcium Chloride 2/18/26	1,684.40
		Calcium Chloride 3/4/26	1,706.58
	Gordon Flesch Company, Inc.	Print Usage 12/22/25-03/21/26 Contract M204292	3,993.54
	Government Management Information Sciences	GMIS Membership Dues 7/1/26-6/30/27	350.00
	HDR Engineering Inc	Central Rd Railroad Crossing Ph 1 Eng services 2/22-3/28/26	12,297.27
	Homer Industries, LLC	Double processed hardwood mulch for LMC contract 4/14/26	1,237.50
		Double processed hardwood mulch for LMC contract 4/14/26	1,237.50
	ICMA Retirement Trust - 457	Mission Square 4.23.26	60,297.96
	Illinois American Water Company	Water Service - 2000 E Kensington 3/10-4/8/26	266.64
	Illinois Department of Revenue	IL State Withholding 4.23.26	53,718.41
	IMRF	IMRF - March 2026	201,511.55
	Internal Revenue Service	Federal Tax Liability 4.23.26	236,456.33
	International Union of Operating Engineers	IUOE PW Membership Dues 4.23.26	2,121.32
	J.G. Uniforms, Inc.	Uniform supplies 04/01/26	1,150.00
		4/2/26 Uniform supplies	230.00
	Jeske, Felix	Refund Permit Fee #RB26-000412 (309 Westgate)	100.00
	Kodex Inc	4/9/26 Service fees for search warrant	245.00
		4/1/26 Other service fees	45.00
	Lazaruk, Mykola	Sidewalk Square Reimbursement - 2004 Chinkapin Oak Dr	645.00
	LexisNexis Risk Data Management Inc.	Background checks March 2026	200.00
	Lurvey Landscape Supply	Sod for 1714 W Lincoln 4/14/26	355.00
		Pallet deposit for 1714 W Lincoln 4/14/26	20.00
		Sod for 1714 W Lincoln 4/14/26	7.80
	Maple Street Lofts LLC	Sales Tax Sharing July-December 2025 - Caputo's 235 Prospect	47,953.83
	McFarlane Douglass & Companies	White light repairs on Civic Block 4/8-4/9/26	3,516.48
	Menards Inc	Grounds marking paint	130.44
		Grounds marking paint return	(7.39)
		Sign making materials for speed feed-back signs	62.50
		Door stops, tarp drill bit, coat hooks - St 13	25.38
		Electrical cord and 3 way outlet tap - St 13	22.98
		4/16/26 ET Supplies	4.48
	Metro Federal Credit Union	MP Fire Local 4119 Dues 4.23.26	3,380.30
	Metropolitan Alliance - Police	MAP Dues 4.23.26	1,856.50
	Microsystems Inc.	Laserfiche Import Utility 5/15/26 - 5/14/27	233.00
	Mizen, Colton	Reimbursement for Vactor Training 4/14/26	240.89
	Nationwide Mutual Insurance Company	Nationwide 4.23.26	25,350.44
	NCPERS Group Life Insurance	NCPERS May 2026	393.60
	Nedco LLC	Tree trimming throughout the Village 4/6-4/10/26	26,395.00
	Neopost USA Inc.	Postage Machine Replenishment 4/15/26	3,000.00
	Northeastern IL Public Safety Training	Investigator Class 5/18-22 - 6/1-5/26 - 6/15-19/2026	1,825.00
		Investigator Class 5/18-22 - 6/1-5/26 - 6/15-19/2026	1,825.00
	Northern Illinois Police Alarm System	4/16/26 Uniform supplies	20.00
	Northwest Central 9-1-1 System	WAVE Devices for 3 additional users - January - March 2026	144.00
	Northwestern University	Course registration 10/05-23/26	2,800.00
	Paddock Publications, Inc.	Public Hearing PZ05-26, PZ08-26 & CDBG Prog 04/2026	270.00
	Palczewski, Adam	CDL Reimbursement	30.00
	Paylocity Corporation	Recruiting Subscription - April 2026	565.65
	Peerless Network Inc	Phone Service 04/15/26 - 05/14/26	1,976.28
	Petty Cash	Petty cash 2/4/26 - 4/8/26	274.26
		Petty cash PW 1/2-3/4/26	60.00
	Physicians Immediate Care	Pre-Employment Testing 3/7/26 - 4/20/26	1,609.00
	Police Pension Fund	Police Pension 4.23.26	40,980.20
	Polish American Police Association	5/1/26 Awards Banquet	1,150.00
	Promos 911, Inc.	Mood Pencils with Erasers	909.38
	Ray O'Herron Co Inc	Uniform supplies 04/03/26	833.49
		4/15/26 Uniform supplies	722.80
		4/16/26 Radio equipment supplies	170.74

**VILLAGE OF MOUNT PROSPECT**

**List of Bills**

**April 15, 2026 - April 28, 2026**

<b>Fund</b>	<b>Vendor Name</b>	<b>Invoice Description</b>	<b>Amount</b>
<b>001 General Fund (continued)</b>			
	Reliance Standard Life Insurance Co.	Reliance Life - April 2026	4,284.78
	RHP Risk Management Inc	Plan Review Radianz 1804 Central responses 3/9/26-3/25/26	1,920.00
	Russo Hardware, Inc.	Tree Gator Watering Bags	6,380.00
		Push broom	35.99
	S&J Plumbing	Refund Permit Fee #RB26-000261 (101 N Pine)	550.00
	Schram, Jonathon	Tuition Reimbursement 1/21/26 - 3/18/26	834.00
	Staples Contract & Commercial, Inc.	Office supplies and toner cartridges 3/25/26	843.84
	Teamviewer GmbH	Remote management software renewal 4/10/26 - 4/9/27	2,758.80
	The Stevens Group LLC	4/7/26 Department notepads	50.00
		Business cards and memo pads	105.00
		Mount Prospect Annual Report 2026	3,250.00
	Thomas H Hooper Chapter 13 Trustee	Garnishment 4.23.26	354.00
	Todays Uniforms Inc	Initial Issue Uniform	99.95
		Initial Issue Uniform	109.95
		Initial Issue Uniform	109.95
		Promotion Initial Issue Uniform	231.80
	Tyler Technologies, Inc.	Credit Memo clearing unused prepaid service	(2,250.00)
		New World Cloud Service 4/01/26 - 03/31/27	133,510.60
	UMB Card Services	Credit Card 3/1/26 - 3/31/26 (EFT 4/25/26)	28,730.68
	UniFirst Corporation	Uniform Rental Services 4/8/26	281.27
		Uniform Rental Services 4/15/26	284.37
	Verizon Wireless Services LLC	Cell & Equipment Charges 3/20/26-4/19/26	5,236.66
	Village of Mount Prospect	Flex - Dependent, Medical & Mass Transit	14,810.31
		Water Service 3/9-4/9/26 101 S Maple Meter 21758	16.10
		Water Service 3/9-4/9/26 101 S Maple Meter 40928	16.10
		Water Service 3/5-4/8/26 11 E NWH meter 40215	56.40
	Wolf, Lisa	On camera for MP Update 04/24/2026	200.00
	Wolin Law Group LLC	Rand-83-Kensington Intersection Project legal fees 2/9-2/25/26	150.00
<b>001 General Fund Total</b>			<b>\$ 1,057,171.66</b>
<b>020 Capital Improvement Fund</b>			
	True North Consultants, Inc	Environmental Assessment for St Mark Properties 12/5/25	\$ 12,911.40
	W. W. Grainger, Inc.	HID LED Bulbs for Melas Park and pedestrian poles	2,182.80
<b>020 Capital Improvement Fund Total</b>			<b>\$ 15,094.20</b>
<b>040 Refuse Disposal Fund</b>			
	ICMA Retirement Trust - 457	Mission Square 4.23.26	\$ 132.78
	Illinois Department of Revenue	IL State Withholding 4.23.26	582.98
	IMRF	IMRF - March 2026	5,141.60
	Internal Revenue Service	Federal Tax Liability 4.23.26	3,501.97
	International Union of Operating Engineers	IUOE PW Membership Dues 4.23.26	165.09
	Nationwide Mutual Insurance Company	Nationwide 4.23.26	564.36
	NCPERS Group Life Insurance	NCPERS May 2026	16.00
	Solid Waste Agency of Northern Cook County	SWANCC - May 2026	100,647.00
	Third Millennium Associates Inc	Utility Billing 4/15/26	44.20
	Village of Mount Prospect	Flex - Dependent, Medical & Mass Transit	243.98
<b>040 Refuse Disposal Fund Total</b>			<b>\$ 111,039.96</b>
<b>042 CDBG</b>			
	Connections to Care	CDBG PY24 Q4 Connections to Care 07/01/25-09/30/25	\$ 258.37
		CDBG PY25 Q1 Connections to Care 10/01/25-12/31/25	311.43
	North West Housing Partnership	CDBG PY25 Q1 Single family rehab 703 Cathy Rehab April 2026	25,000.00
<b>042 CDBG Total</b>			<b>\$ 25,569.80</b>
<b>046 Foreign Fire Tax Board Fund</b>			
	Comcast	4/16/26 - 5/15/26 Cable 111 E Rand Rd	\$ 442.26
<b>046 Foreign Fire Tax Board Fund Total</b>			<b>\$ 442.26</b>

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<b>Fund</b>	<b>Vendor Name</b>	<b>Invoice Description</b>	<b>Amount</b>
<b>048 Business District Fund</b>			
	REF III - P Randhurst Village LLC	2025 Tax Remittance on Randhurst Agreement	\$ 2,021,900.89
<b>048 Business District Fund Total</b>			<b>\$ 2,021,900.89</b>
<b>049 Prospect and Main TIF District</b>			
	Civiltech Engineering Inc	Prospect Avenue Alternative Analysis Study 2/27-3/27/26	\$ 5,872.65
	Elrod Friedman LLP	Professional Services TIF Act Through 3/31/26	280.00
	Joyco & Aguado Inc	Redevelopment Agreement 143 W Prospect Mias Cantina April 2026	100,000.00
	SB Friedman Development Advisors LLC	Professional Svcs-111 Busse projection update 3/26/26 meeting	4,952.50
	Soundscape Consulting LLC	Consulting Svcs Whiskey Hill Sound Transmission Tests 04/17/26	7,900.00
<b>049 Prospect and Main TIF District Total</b>			<b>\$ 119,005.15</b>
<b>050 Water and Sewer Fund</b>			
	ACS State & Local Government Solutions	Illinois State Disbursement Unit 4.23.26	\$ 11.54
	Amazon Capital Services	USB-c charger	40.00
	American Public Works Assoc.	APWA Expo Registration Fees 5/20-5/21/26	935.00
	Gordon Flesch Company, Inc.	Print Usage 12/22/25-03/21/26 Contract M204292	159.91
	HBK Water Meter Service	Manual reads 4/9/26	40.00
	ICMA Retirement Trust - 457	Mission Square 4.23.26	2,263.84
	Illinois Department of Revenue	IL State Withholding 4.23.26	4,393.13
	IMRF	IMRF - March 2026	30,443.03
	Internal Revenue Service	Federal Tax Liability 4.23.26	26,236.96
	International Union of Operating Engineers	IUOE PW Membership Dues 4.23.26	1,773.45
	Menards Inc	Caulk and wall pack for light replacement at St	128.69
	Murphy, Daniel	Safety Shoe Reimbursement 4/10/26	225.00
	Nationwide Mutual Insurance Company	Nationwide 4.23.26	1,624.21
	NCPERS Group Life Insurance	NCPERS May 2026	121.60
	NW Suburban Municipal Joint Action Water Agency	JAWA - March 2026	689,984.00
	Physicians Immediate Care	Pre-Employment Testing 3/7/26 - 4/20/26	81.00
	Reliance Standard Life Insurance Co.	Reliance April 2026	261.26
	Sieniawski, Ronald	Overhead sewer rebate for 122 S George 4/2/26	7,500.00
	Smith Ecological Systems Company	Power supply for chlorine alarm at St 11	661.00
	Staples Contract & Commercial, Inc.	Office supplies	250.38
	Third Millennium Associates Inc	Utility Billing 4/15/26	2,182.34
	UMB Card Services	Credit Card 3/1/26 - 3/31/26 (EFT 4/25/26)	1,663.25
	UniFirst Corporation	Uniform Rental Services 4/8/26	112.50
		Uniform Rental Services 4/15/26	113.74
	Verizon Wireless Services LLC	Cell & Equipment Charges 3/20/26-4/19/26	800.17
	Village of Mount Prospect	Flex - Dependent, Medical & Mass Transit	904.17
	Village Sewer & Plumbing	Fairview Gardens project 213 Deneen 4/6/26	19,250.00
	W. W. Grainger, Inc.	Wire connectors	69.63
	Ziebell Water Service Products	Hydrant wrenches for hydrant flushing	462.00
<b>050 Water and Sewer Fund Total</b>			<b>\$ 792,691.80</b>
<b>052 Parking System Revenue Fund</b>			
	Flowbird America Inc	Pay machine alarm/credit card fees 3/30/26	\$ 605.00
<b>052 Parking System Revenue Fund Total</b>			<b>\$ 605.00</b>
<b>060 Vehicle Maintenance Fund</b>			
	Alpha Prime Communications	2 Way radio parts for stock	\$ 219.40
	Amazon Capital Services	Light boxes for new 4558 and glove box for 535	247.88
	Bristol Hose & Fitting Inc	Parker Hydraulic Fittings/Hose for various trucks	160.32
	Chicago Parts & Sound LLC	Battery scrap credit	(13.50)
		603 Aux Battery	90.65
		604 rear shocks	251.34
		Battery for stock and core	151.83
	Elliott Auto Supply Co, Inc.	Credit from wrong delivery	(108.61)
		Battery	108.61

**VILLAGE OF MOUNT PROSPECT**

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<b>Fund</b>	<b>Vendor Name</b>	<b>Invoice Description</b>	<b>Amount</b>
<b>060 Vehicle Maintenance Fund (continued)</b>			
	Elliott Auto Supply Co, Inc. (continued)	501 Trans filter and one for stock	165.60
		Shop gloves	18.00
	Genuine Parts Company Inc	Spark plug for water pump and clamps for 620	36.31
		4521 Rain cap	19.61
	ICMA Retirement Trust - 457	Mission Square 4.23.26	2,795.13
	Illinois Department of Revenue	IL State Withholding 4.23.26	1,631.06
	IMRF	IMRF - March 2026	10,195.77
	Internal Revenue Service	Federal Tax Liability 4.23.26	9,557.31
	International Union of Operating Engineers	IUOE PW Membership Dues 4.23.26	758.22
	JX Enterprises Inc.	Door strap and exhaust clamp for stock	252.80
	Leach Enterprises, Inc.	Nylon tubing air brake line	65.77
	McMaster-Carr Supply Co	Stainless hardware for stock	89.48
	Nationwide Mutual Insurance Company	Nationwide 4.23.26	22.50
	NCPERS Group Life Insurance	NCPERS May 2026	28.80
	Petty Cash	Petty cash PW 1/2-3/4/26	134.21
	Pomp's Tire Service, Inc.	Tires for 522	2,706.06
	Ralph Helm Inc	111C Chain saw housing	234.03
	Reliance Standard Life Insurance Co.	Reliance April 2026	361.92
	Ronco Industrial Supply	Shop supplies	313.00
		Shop supplies	156.23
		Shop supplies	23.80
		Shop supplies	443.05
	Rush Truck Centers of Illinois, Inc.	Stock filters	340.40
	Terex Global GmbH	4523 Boom hose covers	277.70
	UMB Card Services	Credit Card 3/1/26 - 3/31/26 (EFT 4/25/26)	500.00
	Verizon Wireless Services LLC	Cell & Equipment Charges 3/20/26-4/19/26	244.20
	Village of Mount Prospect	Flex - Dependent, Medical & Mass Transit	223.12
<b>060 Vehicle Maintenance Fund Total</b>			<b>\$ 32,702.00</b>
<b>061 Vehicle Replacement Fund</b>			
	Amazon Capital Services	Glove holder for new 535 Tower	\$ 66.96
	Midwest 911 Inc	4/15/26 Squad conversion P11	3,875.00
		3/27/26 Decommission of old P-11	850.00
		3/9/26 Squad conversion for P14	3,995.00
<b>061 Vehicle Replacement Fund Total</b>			<b>\$ 8,786.96</b>
<b>062 Computer Replacement Fund</b>			
	CDS Office Systems, Inc.	8 Ruggedized Toughbooks for Public Safety Vehicles	\$ 33,160.00
	CDW LLC	2 Network Switches & Accessories	7,211.92
<b>062 Computer Replacement Fund Total</b>			<b>\$ 40,371.92</b>
<b>063 Risk Management Fund</b>			
	Allain, Josh	Wellness Rewards Gold	\$ 200.00
	Amaro, Deborah	Wellness Rewards Silver	50.00
	Anders, Kyle	Wellness Rewards Silver	50.00
	Anderson, Patricia	Wellness Rewards Gold	200.00
	Arevalo, Chris	Wellness Rewards Gold	200.00
	Arnold, Sarah	Wellness Rewards Gold	200.00
	Atienza, Terri	Wellness Rewards Gold	200.00
	Ayala, Rafael	Wellness Rewards Silver	50.00
	Barnett, Lesley	Wellness Rewards Gold	200.00
	Bechtold, Mark	Wellness Rewards Gold	200.00
	Bizjack, Chris	Wellness Rewards Gold	200.00
	Bocox, Bradley	Wellness Rewards Gold	200.00
	Bracher, Tonya	Wellness Rewards Gold	200.00
	Burkemper, Lisa	Wellness Rewards Gold	200.00
	Campos, Katia	Wellness Rewards Gold	200.00
	Cerk, Kylie	Wellness Rewards Silver	50.00

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Fund	Vendor Name	Invoice Description	Amount
<b>063</b>	<b>Risk Management Fund (continued)</b>		
	Chaudhary, Ashar	Wellness Rewards Silver	50.00
	Chirila, Daniel	Wellness Rewards Gold	200.00
	Choi, Ann	Wellness Rewards Gold	200.00
	Christensen, Richard	Wellness Rewards Gold	200.00
	Cinardi, Frank	Wellness Rewards Gold	200.00
	Cook, Nathan	Wellness Rewards Gold	200.00
	Cooper, Nicole	Wellness Rewards Gold	200.00
	Cornejo, Francisco	Wellness Rewards Gold	200.00
	Coy, Dustin	Wellness Rewards Silver	50.00
	Dahl, Matthew	Wellness Rewards Silver	50.00
	Davis, Laura	Wellness Rewards Gold	200.00
	DeLuca, Kevin	Wellness Rewards Gold	200.00
	Domzalski, Susan	Wellness Rewards Gold	200.00
	Eisen, Sean	Wellness Rewards Gold	200.00
	Ekner, Matthew	Wellness Rewards Gold	200.00
	Eterno, Michael	Wellness Rewards Silver	50.00
	Ffrench, Kevin	Wellness Rewards Silver	50.00
	Filipek, Scott	Wellness Rewards Gold	200.00
	Fitzgerald, Jennifer	Wellness Rewards Gold	200.00
	Flores Rivera, Alberto	Wellness Rewards Silver	50.00
	Fonseca, Michael B.	Wellness Rewards Gold	200.00
	Foresman, Lucas	Wellness Rewards Gold	200.00
	Furtak, Michal	Wellness Rewards Gold	200.00
	Gajewski, Patryk	Wellness Rewards Gold	200.00
	Gallo, Kim	Wellness Rewards Gold	200.00
	Garcia, Mario	Wellness Rewards Gold	200.00
	Garrity, Connor	Wellness Rewards Gold	200.00
	Garrity, Jeanette	Wellness Rewards Gold	200.00
	Gentile, Frank	Wellness Rewards Gold	200.00
	Gonet, Sarah	Wellness Rewards Gold	200.00
	Gonzalez, Rosaura	Wellness Rewards Gold	200.00
	Goorsky, Michael	Wellness Rewards Gold	200.00
	Grandgeorge, Aaron	Wellness Rewards Gold	200.00
	Grimaldo, Esther	Wellness Rewards Gold	200.00
	Grochocki, Michael	Wellness Rewards Gold	200.00
	Grubb, Lisa	Wellness Rewards Gold	200.00
	Hanover, Karen	Wellness Rewards Gold	200.00
	Hayes, Tina	Wellness Rewards Gold	200.00
	Hogan, Charles	Wellness Rewards Silver	50.00
	Horsch, Brandon	Wellness Rewards Gold	200.00
	Hull, David	Wellness Rewards Gold	200.00
	Intergovernmental Risk Management Agency	Deductible - March 2026	79,686.52
		Deductible - March 2026	(200.00)
	Johansen, Christopher	Wellness Rewards Gold	200.00
	John, Bobby	Wellness Rewards Gold	200.00
	Johnson, Benjamin	Wellness Rewards Gold	200.00
	Junius, John	Wellness Rewards Gold	200.00
	Kane, Andrea	Wellness Rewards Gold	200.00
	Kane, Julie K	Wellness Rewards Gold	200.00
	Kane, Ryan	Wellness Rewards Silver	50.00
	Kanupke, Joseph	Wellness Rewards Gold	200.00
	Kast, Ryan	Wellness Rewards Gold	200.00
	Kiess, Alexa	Wellness Rewards Gold	200.00
	Kim, Sandy	Wellness Rewards Gold	200.00
	Kleinstein, Howard	Wellness Rewards Gold	200.00
	Knippel, Eric	Wellness Rewards Silver	50.00
	Knoll, Joseph	Wellness Rewards Gold	200.00
	Korzun, Monika	Wellness Rewards Gold	200.00
	Kowalczyk, Michele	Wellness Rewards Gold	200.00
	Lalagos, Antonia	Wellness Rewards Silver	50.00
	LaPorta, Vito	Wellness Rewards Silver	50.00

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Fund	Vendor Name	Invoice Description	Amount
<b>063</b>	<b>Risk Management Fund (continued)</b>		
	Laurinaitis, Kyle	Wellness Rewards Gold	200.00
	Lawler, Ryan	Wellness Rewards Gold	200.00
	Lawrie, Matt	Wellness Rewards Silver	50.00
	Lett, Jaron	Wellness Rewards Gold	200.00
	Loomis, Bryan	Wellness Rewards Gold	200.00
	Losoff, Aharon	Wellness Rewards Gold	200.00
	Mahoney, Tracey	Wellness Rewards Gold	200.00
	Marlowe, John	Wellness Rewards Gold	200.00
	Martinez, Israel	Wellness Rewards Gold	200.00
	Maynard, Andrew	Wellness Rewards Gold	200.00
	McCormick, Rumiana	Wellness Rewards Gold	200.00
	McCrorry, Seth	Wellness Rewards Gold	200.00
	McGuffin, Mark	Wellness Rewards Gold	200.00
	McManamon, Maureen	Wellness Rewards Gold	200.00
	McMorrow, Kelly	Wellness Rewards Gold	200.00
	McNamara, Carrie	Wellness Rewards Silver	50.00
	Meierdirk, Amanda	Wellness Rewards Gold	200.00
	Mendoza Torres, Jhoana	Wellness Rewards Gold	200.00
	Miagusko, George	Wellness Rewards Gold	200.00
	Miller, James	Wellness Rewards Gold	200.00
	Mirkovic, Slavica	Wellness Rewards Gold	200.00
	Moran, Laurie	Wellness Rewards Gold	200.00
	Nelson, Karyn	Wellness Rewards Gold	200.00
	Nichols, Keith	Wellness Rewards Gold	200.00
	Niedziela, David	Wellness Rewards Silver	50.00
	Pastori, Matthew	Wellness Rewards Gold	200.00
	Peach, Parker	Wellness Rewards Silver	50.00
	Peterson, Bradley	Wellness Rewards Gold	200.00
	Pierce, Gia	Wellness Rewards Gold	200.00
	Rady, Matthew	Wellness Rewards Silver	50.00
	Ralston, Michael	Wellness Rewards Gold	200.00
	Rasmussen, Andrew	Wellness Rewards Gold	200.00
	Redlin, Ronald	Wellness Rewards Gold	200.00
	Rice, Kyle	Wellness Rewards Silver	50.00
	Rich, Ryan	Wellness Rewards Gold	200.00
	Rodewald, Craig R.	Wellness Rewards Gold	200.00
	Roe, Alexander	Wellness Rewards Gold	200.00
	Rondeau, Christopher	Wellness Rewards Gold	200.00
	Ryan, William	Wellness Rewards Gold	200.00
	Salutillo, Esther	Wellness Rewards Silver	50.00
	Schaps, Lisa	Wellness Rewards Gold	200.00
	Schillinger, Lisa	Wellness Rewards Gold	200.00
	Schlenbecker, Nicolas	Wellness Rewards Gold	200.00
	Schmitt, Eric	Wellness Rewards Silver	50.00
	Schwegler, Richard	Wellness Rewards Silver	50.00
	Sill, Gregory	Wellness Rewards Gold	200.00
	Sparr, Stevan	Wellness Rewards Gold	200.00
	Spiewak, Meghan	Wellness Rewards Gold	200.00
	Stucker, Samuel	Wellness Rewards Gold	200.00
	Swat, Kevin	Wellness Rewards Silver	50.00
	Szlag, Victoria	Wellness Rewards Gold	200.00
	Szmergalski, Anthony	Wellness Rewards Gold	200.00
	Taylor, Jeffrey	Wellness Rewards Gold	200.00
	Teevan, Alison	Wellness Rewards Gold	200.00
	Tenuta, Lisa	Wellness Rewards Gold	200.00
	Trejo, Miguel	Wellness Rewards Gold	200.00
	Tweedie, Bart	Wellness Rewards Silver	50.00
	UMB Card Services	Credit Card 3/1/26 - 3/31/26 (EFT 4/25/26)	470.36
	Vazquez, Edgar	Wellness Rewards Silver	50.00
	Wang, Tom	Wellness Rewards Gold	200.00
	Welliver, John	Wellness Rewards Silver	50.00

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<b>Fund</b>	<b>Vendor Name</b>	<b>Invoice Description</b>	<b>Amount</b>
<b>063 Risk Management Fund (continued)</b>			
	Wheatley, Claire	Wellness Rewards Gold	200.00
	Williams, Connor	Wellness Rewards Gold	200.00
	Winger, Ken	Wellness Rewards Gold	200.00
	Wnek, Philip A.	Wellness Rewards Gold	200.00
	Wojnowski, Joshua	Wellness Rewards Gold	200.00
	Zac, Rebecca	Wellness Rewards Gold	200.00
	Ziesak-Serrano, Sandra	Wellness Rewards Gold	200.00
<b>063 Risk Management Fund Total</b>			<b>\$ 104,156.88</b>
<b>073 Escrow Deposit Fund</b>			
	A Luga Contractors LLC	Refund Escrow Permit #RB250607 (1 S Louis)	\$ 100.00
	A&D Home Improvement	Refund Escrow Permit #RB260290 (1424 Burning Bush)	100.00
	ABC Plumbing Heating Cooling	Refund Escrow Permit #RB251154 (1010 Arbor)	100.00
		Refund Escrow Permit #RB260419 (914 Robert)	100.00
	Acculevel Inc	Refund Escrow Permit #RB260154 (1305 Ardyce)	100.00
	Amliv Land Designs Inc	Refund Escrow Permit #RB260148 (1302 Lonquist)	100.00
	Anderson, Wayne	Refund Escrow Permit #RB260107 (1311 Nutmeg)	100.00
	ARS of Illinois	Refund Escrow Permit #RB260067 (1912 Pawnee)	100.00
	Baysinger, David	Refund Escrow Permit #RB250306 (208 William)	100.00
	Centerpoint Integrated Solutions	Refund Escrow Permit #CB250306 (1749 Golf)	200.00
	De La Torre Concrete Inc	Refund Escrow Permit #RB250557 (603 St Cecilia)	100.00
	Dotsiak, Viktor	Refund Escrow Permit #RB260239 (532 Lois)	250.00
	E.L. Concrete Corporation	Refund Escrow Permit #RB251239 (912 Louis)	100.00
	Flush Sewer & Drain	Refund Escrow Permit #RB260473 (1915 E Camp McD)	100.00
	Fortis Ground Werks	Refund Escrow Permit #RB260253 (909 Robert)	100.00
	Hamburg, Jason	Refund Escrow Permit #RB260347 (400 Elm)	100.00
	Illinois Sewer and Drain Inc	Refund Escrow Permit #RB260321 (2012 Hopi)	100.00
	Independent Remodeling	Refund Escrow Permit #RB251859 (108 Elmhurst)	150.00
	Intown Electric Inc	Refund Escrow Permit #RB251949 (1721 Catalpa)	100.00
	J Blanton Plumbing	Refund Escrow Permit #RB260289 (633 George)	100.00
	J&E Electrical Inc	Refund Escrow Permit #RB260275 (536 Lois)	100.00
	J&S Plumbing Inc	Refund Escrow Permit #RB260304 (107 Eastwood)	100.00
	JAG Construction Inc	Refund Escrow Permit #RB251842 (403 Pine)	100.00
	Jang, Jinyoung	Refund Escrow Permit #RB260277 (915 Owen)	100.00
	Jeske, Felix	Refund Escrow Permit #RB260412 (309 Westgate)	100.00
	Joe M Contractor	Refund Escrow Permit #RB260110 (18 Edward)	100.00
	Josh's Electrical	Refund Escrow Permit #RB252049 (105 I Oka)	100.00
	Juan and Sons Concrete	Refund Escrow Permit #RB250777 (300 Eric)	100.00
	Kerr Mechanical Corp	Refund Escrow Permit #RB260349 (509 Prospect Manor)	100.00
		Refund Escrow Permit #RB260408 (1746 Carib)	100.00
		Refund Escrow Permit #RB260460 (305 Maple)	100.00
	Kitchen Village	Refund Escrow Permit #RB260091 (811 Owen)	100.00
	Lakeside Plumbing Inc	Refund Escrow Permit #RB260383 (719 Forest)	100.00
	Latkow, Erik	Refund Escrow Permit #RB260279 (1107 Greenfield)	100.00
	Legacy Home Services	Refund Escrow Permit #RB260144 (1007 Isabella)	100.00
	LMV Electric Corp	Refund Escrow Permit #RB260175 (1103 Linden)	100.00
		Refund Escrow Permit #RB260316 (1316 Mallard)	100.00
		Refund Escrow Permit #RB260366 (504 Berkshire)	100.00
	MacDonald, Debra	Refund Escrow Permit #RB260371 (408 Albert)	100.00
	Mansalapuz, Marlon	Refund Escrow Permit #RB260135 (410 Garwood)	250.00
	Matozzi, Diana	Refund Escrow Permit #RB260341 (5 Wa Pella)	250.00
	Montano's Remodeling LLC	Refund Escrow Permit #RB260027 (14 George)	150.00
	OHI	Refund Escrow Permit #RB251298 (21 Pine)	350.00
	Pedroza, Bladimir	Refund Escrow Permit #RB260093 (114 Elm)	100.00
	Perma-Seal Basement Systems	Refund Escrow Permit #RB252010 (1910 Sioux)	100.00
	Piasecki, Jacek	Refund Escrow Permit #RB260318 (2016 Seneca)	100.00
	Ptaszynski, Jack	Refund Escrow Permit #RB251370 (1717 Crystal)	250.00
	Ricks Sewer & Drain	Refund Escrow Permit #RB260234 (113 Louis)	100.00
		Refund Escrow Permit #RB260308 (8 William)	100.00
		Refund Escrow Permit #RB260330 (517 Main)	100.00

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<b>Fund</b>	<b>Vendor Name</b>	<b>Invoice Description</b>	<b>Amount</b>
<b>073 Escrow Deposit Fund (continued)</b>			
	Ricks Sewer & Drain (continued)	Refund Escrow Permit #RB260331 (100 School)	100.00
		Refund Escrow Permit #RB260336 (806 Edward)	100.00
		Refund Escrow Permit #RB260361 (507 Wa Pella)	100.00
		Refund Escrow Permit #RB260486 (617 School)	100.00
	Robert Flubacker Architects	Refund Escrow Permit #RB250791 (1909 Burr Oak)	250.00
	Roque's Plumbing & Sewer	Refund Escrow Permit #RB260401 (1224 Boxwood)	100.00
	S&J Plumbing	Refund Escrow Permit #RB260261 (101 Pine)	100.00
	Sunrun Installation Services	Refund Escrow Permit #RB252017 (1773 Cree)	100.00
	SWC Concrete & Development	Refund Escrow Permit #RB251294 (203 Fairview)	100.00
	Telsa	Refund Escrow Permit #RB252070 (1202 Crabtree)	100.00
	Tian, Xinglian	Refund Escrow Permit #CB250249 (1518 Elmhurst)	300.00
	Trimoulet, Loic	Refund Escrow Permit #RB260283 (702 Lonquist)	150.00
	Vukov, Desislava	Refund Escrow Permit #RB260016 (1777 Crystal)	150.00
<b>073 Escrow Deposit Fund Total</b>			<b>\$ 7,800.00</b>
<b>Grand Total</b>			<b>\$ 4,337,338.48</b>



## Item Cover Page

<b>Subject</b>	<b>Motion to approve a Change Order for the Wolf Road Shared Use Path Design Engineering contract for an amount not to exceed \$11,824.11.</b>
Meeting	May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	Y
Dollar Amount	\$11,824.11
Budget Source	General Fund
Category	CONSENT AGENDA
Type	Action Item

### Information

Bowman Consulting Group (Bowman) is requesting additional money for design engineering services as part of the Wolf Road Shared Use Path Project. The total amount requested is \$11,824.11. This represents an increase from the original contract of \$61,887.67 for both design engineering and construction inspection services. No increase in construction inspection services is requested with this supplement.

The Village Board approved a design engineering and construction inspection contract on March 18, 2025 ([Agenda Item Link](#)). Work included constructing an 8' wide asphalt path along the east side of Wolf Road on ComEd property from 500' north of Euclid Avenue to the Prospect Heights train station. The path is intended to provide a safe means for Mount Prospect residents to access the Prospect Heights train station. Plans and specifications have been approved by the Illinois Department of Transportation (IDOT) and the Metropolitan Water Reclamation District of Greater Chicago (MWRD). The Village is currently awaiting final approval from ComEd. The project is currently scheduled to begin construction this summer with completion in the fall.

A portion of the area is located within the floodplain. MWRD initially indicated that any fill within the floodplain would require a permit. Bowman developed a shared use path design that minimized filling the floodplain but also included an area of compensatory storage to meet MWRD requirements. The initial design was submitted to the MWRD and ComEd for review. ComEd responded that recent policy changes no longer allowed compensatory storage on ComEd property.

Bowman began to identify other potential locations to provide compensatory storage and performed preliminary design and stormwater calculations. In a meeting earlier this year, the MWRD changed their position requiring compensatory storage, citing the amount of proposed fill in the floodplain did not meet their threshold. This decision prompted further redesign of the plans and specifications to remove compensatory storage from the project scope.

Bowman's initial proposal included 252 work hours for the completion of design engineering. Work included topographic survey, utility and agency coordination, preparation of preliminary and final engineering plans and specifications, and permitting. However, permitting changes came and the MWRD required additional, unanticipated design engineering services.

The original contract amount (\$61,887.67) and requested supplement (\$11,824.11) would result in a total contract amount of \$73,711.78. The supplement is for 85 work hours at an approximate hourly rate of \$139; reasonable for the complexity of the project. The attached Change Order from Bowman details the requested additional compensation. Staff has reviewed the Change Order and found it to be acceptable.

## **Discussion**

### **Alternatives**

1. Accept supplement for Wolf Road Shared Use Path Design Engineering.
2. Action at the discretion of the Village Board.

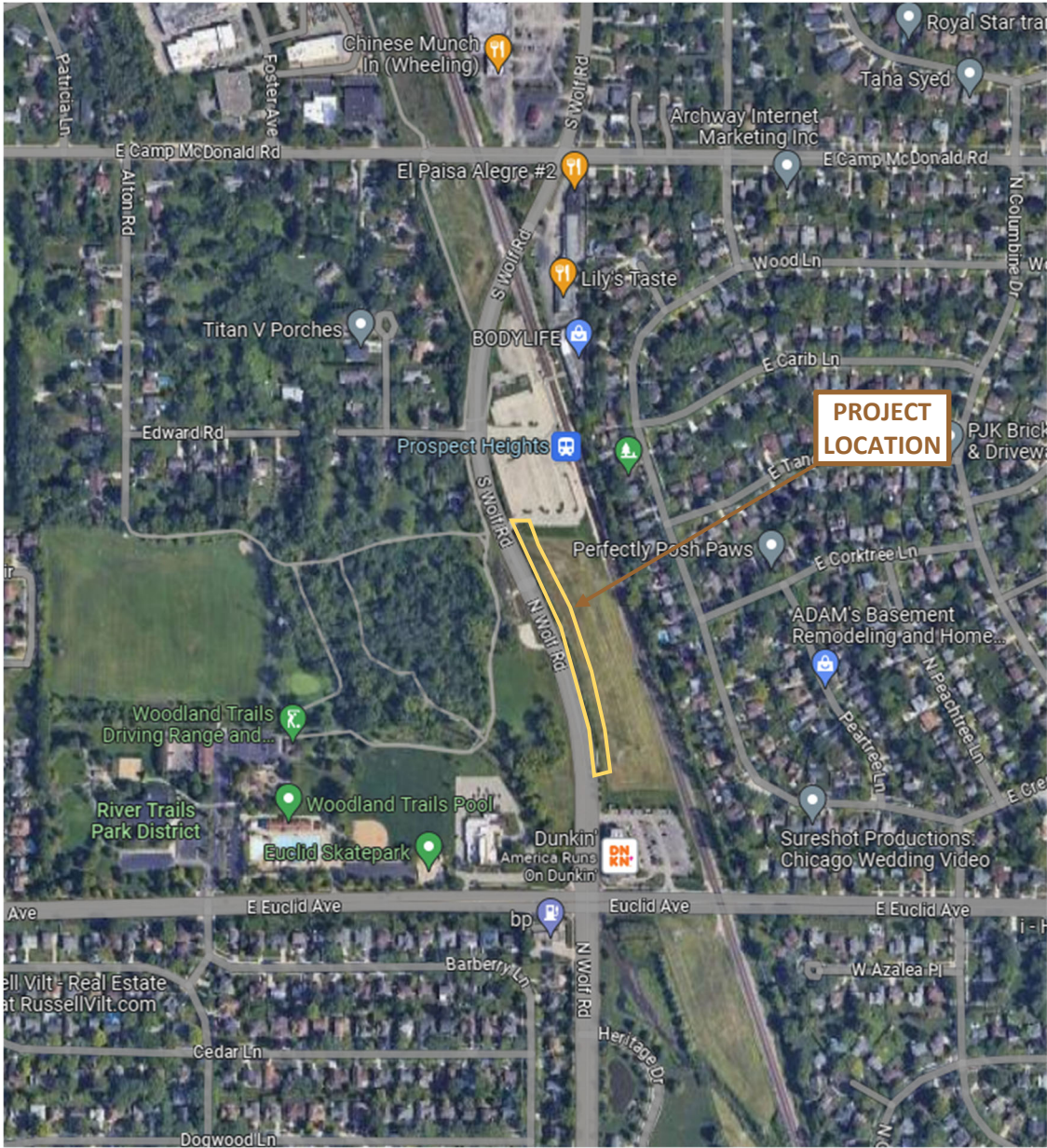
### **Staff Recommendation**

Staff recommends the Village Board authorize a change order to the contract awarded to Bowman Consulting Group for the Wolf Road Shared Use Path Project in the amount of \$11,824.11. This action will increase the contract amount from \$61,887.67 to \$73,711.78. There are sufficient funds in the 2026 Village Budget for the request.

### **Attachments**

1. Location Map
2. Bowman Change Order Request
3. Bowman Technical & Cost Proposal

**WOLF ROAD SHARED USE PATH PROJECT  
VILLAGE OF MOUNT PROSPECT  
LOCATION MAP**



## Village of Mount Prospect

### Change Order

#### Design Engineering Services for Wolf Road Sidewalk Project

The scope of services outlined below is considered additional design engineering services beyond the original approved contract.

#### CHANGE ORDER - SCOPE OF SERVICES

The additional design efforts here are associated with Commonwealth Edison (ComEd) coordination to address comments regarding ComEd property impacts.

On June 4, 2024, ComEd commented, stating:

*Since the project is located partially in a regulatory floodplain, the Petitioner shall provide an exhibit depicting where compensatory storage is being provided. The amount of cut and fill on the ComEd property should be minimized.*

Bowman agreed with the comment, as the Metropolitan Water Reclamation District of Greater Chicago (MWRD) would require compensatory storage for fill in a regulatory floodplain. Bowman addressed this comment by calculating the compensatory storage requirements and providing details in the engineering drawings before submitting to MWRD. The engineering drawings were simultaneously sent to ComEd, addressing the above comment and several others.

On December 11, 2025, ComEd commented, stating:

*Compensatory storage is no longer allowed on ComEd property. The Petitioner shall revise the portion of the path in the regulatory floodplain to be at-grade so that no fill is proposed in the floodplain and no compensatory storage is required.*

Bowman coordinated with ComEd upon receiving this direction to verify the change. Once ComEd confirmed, Bowman began exploring alternative sites for compensatory storage.

Bowman scheduled a meeting with MWRD after receiving this comment to determine an alternative solution to the design fill in the regulatory floodplain. MWRD determined that the fill was de minimus. **MWRD's final determination was that compensatory storage is not required for this project, as opposed to the initial ruling that compensatory storage was required for the fill operation on the project.**

See attached email from ComEd and MWRD.

Bowman updated the engineering drawings and revised the MWRD permit to eliminate compensatory storage and resubmitted a revised permit package to MWRD. The engineering drawings drawing updates were as follows:

- Summary of Quantities – Several pay items were revised. The recalculation of the earthwork carrying the majority of the effort.

- Roadway & Drainage Plans – remove the proposed compensatory ditch, reestablish new construction limits. Revise the elevation and offset callouts from the compensatory ditch to toe of slope.
- Cross Sections – revised the model to remove the 2' ditch with 1:3 slopes and add the foreslope to tie to the existing ground. Repopulate new elevation and offsets at toe of slope.
- Erosion and Sediment Control Plans – revise the topsoil, erosion control blanket and seeding design.

The additional design engineering efforts to address the above changes through the design process were:

1. Item 5.0 – Construction Plans, Details, Specifications & Bid Documents
  - a. Summary of Quantities & Quantity Calculations
  - b. Roadway/Drainage Plan & Profile
  - c. Cross Sections
  - d. Erosion & Sediment Control Plans
2. Item 7.0 - Permitting
  - a. MWRD-Permit
  - b. IDNR – EcoCAT Consultation
3. Item 9.0 – QA/QC
4. Item 10.0 – Administration/Management

#### Item 5.0 - Construction Plans, Details, Specifications & Bid Documents

Five (5) pay item were impacted. The effort included updating the calculation sheets and repopulating the final summary of quantities for the engineering drawings and cost estimate.

The roadway and drainage plan and profile sheets were revised to remove the compensatory storage, revise the callouts, update the construction limits, revise the cross sections, and remove the compensatory storage typical section detail.

The erosion and sediment control sheets were revised to remove the topsoil, seeding and erosion control blanket as well as revise the silt fence (perimeter erosion barrier) limits within the drawings.

#### Item 7.0 - Permitting

The MWRD permit application was revised to eliminate compensatory storage. The permit application was supplemented with a narrative explaining the history and coordination that led to compensatory storage not being required by MWRD.

The IDNR EcoCAT consultation was not part of the original scope of services. ComEd provided a comment requesting this consultation and documentation.

On June 4, 2024, ComEd commented, stating:

*Petitioner shall provide an Illinois Department of Natural Resources (IDNR) EcoCAT consultation termination for the project.*

#### Item 9.0 – QA/QC

Bowman provides quality control and assurance on all documentation prior to submittal to the Village or issuance for construction.

#### Item 10.0 – Administration/Management

Bowman will manage project and general administrative tasks related to oversight and monthly billing. The following tasks are included with project administration:

- Bowman will prepare and periodically update a Project Work Plan. Consultant management time is necessary to coordinate internally with Consultant staff and develop and adjust a scheduling plan based on workload, resources, and timing or project critical items and deliverables.
- Bowman will provide document management, including electronic filing and maintenance of electronic data.
- Bowman will prepare monthly invoices, including monthly progress reports, and track collections.

**Bowman's  
Fee Proposal**

Village of Mount Prospect Change Order Design Engineering Services for Wolf Road Sidewalk Project																			
DESIGN: TASK AND HOURS																			
										TOTAL HRS									
										Principal	Project Manager	Engineer III	Engineer II	Constr Eng. II	Engineer I	CAD Technician	Proj. Administration	HRS	COST
										\$ 90.00	\$ 74.16	\$ 50.61	\$ 38.63	\$ 45.01	\$ 35.58	\$ 53.26	\$ 36.06		
<b>1.0</b>	<b>Meetings with Village Staff</b>									0									
A)	Kickoff Meeting	1	meeting x	0	hours x	0	pp =	0										0	\$ -
B)	Monthly Meetings	5	meeting x	0	hours x	0	pp =	0										0	\$ -
										\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
<b>2.0</b>	<b>Data Review and Field Inspection</b>									0									
A)	Data Review	1	task x	0	hours =	0		0										0	\$ -
B)	Field Inspection	1	visit x	0	hours x	0	pp =	0										0	\$ -
										\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
<b>3.0</b>	<b>Topographic Survey in State Plane Coordinates &amp; Delivery to Village of AutoCAD &amp; ArcGIS Files</b>									0									
A)	Topographic Survey (features, utilities, ROW) of the 850' along the path and 30' east of the IDOT ROW																	0	\$ -
B)	CAD (Desktop Analysis)																	0	\$ -
										\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
<b>4.0</b>	<b>Coordinate with Public Utilities and Agencies</b>									0									
A)	Utility Staff (ComEd)																		
i.	Coordination	2	meetings x	0	hours x	0	pp =	0										0	\$ -
B)	Regulatory Agencies																		
i.	MWRD Coordination	2	meeting x	0	hours x	0	pp =	0										0	\$ -
ii.	IDNR Coordination	1	meeting x	0	hour x	0	pp =	0										0	\$ -
C)	IDOT Staff																		
i.	Plans/Permit Coordination	2	meeting x	0	hours x	0	pp =	0										0	\$ -
										\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
<b>5.0</b>	<b>Construction Plans, Details, Specifications and Bid Documents</b>									57									
Assume 1,000 LF project layout, 500 LF per dwg = 2 dwg																			
A)	Title/Index/Std Sheet	1	dwg x	0	hours =	0		0										0	\$ -
B)	General Notes Sheet	1	dwg x	0	hours =	0		0										0	\$ -
C)	Summary of Quantities & Quantity Calcs	5	quant x	1	hours =	5		2	3									5	\$ 217.11
D)	Alignment, Benchmark & Ties	1	dwg x	0	hours =	0												0	\$ -
E)	Schedule of Quantities	1	dwg x	0	hours =	0												0	\$ -
F)	Ex./Prop. Typical Section Sheets	1	dwg x	0	hours =	0												0	\$ -
G)	Existing Conditions/Removal Plans	2	dwg x	0	hours =	0												0	\$ -
H)	Roadway/Drainage Plan & Profile	2	dwg x	20	hours =	40		4	8	12				16				40	\$ 1,734.36
I)	Erosion & Sediment Control Plans	2	dwg x	6	hours =	12		2	4	6								12	\$ 582.54
J)	ADA Ramp Details (1 curb ramp)	1	detail x	0	hours =	0												0	\$ -
K)	Construction Details (Mt. Prospect, IDOT)	2	details x	0	hours =	0												0	\$ -
L)	Specifications	1	pkg x	0	hours =	0												0	\$ -
										\$ -	\$ 444.96	\$ 708.54	\$ 811.23	\$ -	\$ 569.28	\$ -	\$ -	57	\$ 2,534.01
<b>6.0</b>	<b>Cost Estimates</b>									0									
A)	Preliminary and Final	2	CE x	0	hours =	0												0	\$ -
										\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	\$ -
<b>7.0</b>	<b>Permitting</b>									22									
A)	IDOT Highway Permit	1	task x	0	hours =	0												0	\$ -
B)	ComEd Permit	1	task x	0	hours =	0												0	\$ -
C)	MWRD Determination Letter and Permit																		
i.	Determination Letter	1	task x	0	hours =	0												0	\$ -
ii.	Permit	1	task x	16	hours =	16		4	6	6								16	\$ 832.08
D)	IDNR - Region 3 Permit																		
i.	Letter to IDNR	1	task x	0	hours =	0												0	\$ -
ii.	EcoCAT Consultation	1	task x	6	hours =	6		2		4								6	\$ 302.84
										\$ -	\$ 444.96	\$ 303.66	\$ 386.30	\$ -	\$ -	\$ -	\$ -	22	\$ 1,134.92



**Amit Patel**

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**From:** Maertens-Pizzo, Andrea:(Contractor - ComEd) <Andrea.Maertens-Pizzo@ComEd.com>  
**Sent:** Thursday, December 11, 2025 11:16 AM  
**To:** Lawrie, Matt; Amit Patel  
**Cc:** Soderstrom, Cynthia:(ComEd); Crenshaw, Courtney:(ComEd); Brown, Donna; Eckert, Richard V:(ComEd); Lesnick, Rebecca Lilovich:(ComEd); Patrick, Brett:(ComEd); Dorsey, Sean; Swanson, Yafa K K:(ComEd)  
**Subject:** [EXTERNAL] RE: Mount Prospect, Village of, SR 6498342, New Lease-Sidewalk, Mount Prospect & Prospect Heights

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Hello, Matt and Amit:

Though I cannot speak on behalf of Cynthia regarding Real Estate matters, please see below for ESD's remaining comments on the project. Feel free to reach out if you have any questions.

1. **Compensatory storage is no longer allowed on ComEd property. The Petitioner shall revise the portion of the path in the regulatory floodplain to be at-grade so that no fill is proposed in the floodplain and no compensatory storage is required.**
2. **Concrete washout activities are prohibited on ComEd property. The Petitioner shall relocate the proposed temporary concrete washout facility off of the ComEd property on the Erosion & Sediment Control and Final Landscaping Plan.**
3. **The Petitioner shall add temporary inlet protection to the existing Flared End Section (FES) on the Erosion & Sediment Control and Final Landscaping Plan.**
4. The Petitioner shall provide the issued Metropolitan Water Reclamation District of Greater Chicago (MWRD) Watershed Management Permit (WMP) to ComEd's Environmental Services Department (ESD) upon receipt.

Kind Regards,  
 Andie

**Andie Maertens-Pizzo, PE, CFM**  
 ComEd ESD Contractor  
[Andrea.Maertens-Pizzo@ComEd.com](mailto:Andrea.Maertens-Pizzo@ComEd.com)

**PLEASE NOTE:** *As a contractor, I typically only have access to this email account 1 or 2 days a week. Should you have an inquiry for the Environmental Services Department (ESD) that is urgent, please inform Vince Eckert at [Richard.Eckert@ComEd.com](mailto:Richard.Eckert@ComEd.com), and he will bring it to my attention.*





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**From:** Lawrie, Matt <MLawrie@mountprospect.org>  
**Sent:** Wednesday, December 10, 2025 4:50 PM  
**To:** Soderstrom, Cynthia:(ComEd) <Cynthia.Soderstrom@ComEd.com>  
**Cc:** Crenshaw, Courtney:(ComEd) <Courtney.Crenshaw@ComEd.com>; Brown, Donna <DBrown@mountprospect.org>; Eckert, Richard V:(ComEd) <Richard.Eckert@ComEd.com>; Maertens-Pizzo, Andrea:(Contractor - ComEd) <Andrea.Maertens-Pizzo@ComEd.com>; Amit Patel <apatel@bowman.com>; Lesnick, Rebecca Lilovich:(ComEd) <rebecca.lesnick@comed.com>; Patrick, Brett:(ComEd) <Brett.Patrick@ComEd.com>; Dorsey, Sean <SDorsey@mountprospect.org>; Swanson, Yafa K K:(ComEd) <Yafa.Swanson@ComEd.com>  
**Subject:** RE: Mount Prospect, Village of, SR 6498342, New Lease-Sidewalk, Mount Prospect & Prospect Heights

Hi Cynthia,

Any assistance you can provide to move this forward would be greatly appreciated. The Village has been going back and forth with ComEd since 2024 on this project and we had hoped to have the path constructed in 2025. We would like to bid the project this winter for a spring construction start. Please let me know if there is anything you need from the Village.

Thank you,

MATT LAWRIE, P.E. | VILLAGE ENGINEER  
VILLAGE OF MOUNT PROSPECT | 847.870.5640  
[mlawrie@mountprospect.org](mailto:mlawrie@mountprospect.org)

---

**From:** Amit Patel <[apatel@bowman.com](mailto:apatel@bowman.com)>  
**Sent:** Monday, December 8, 2025 10:10 AM  
**To:** Soderstrom, Cynthia:(ComEd) <[Cynthia.Soderstrom@ComEd.com](mailto:Cynthia.Soderstrom@ComEd.com)>; Lesnick, Rebecca Lilovich:(ComEd) <[rebecca.lesnick@comed.com](mailto:rebecca.lesnick@comed.com)>; Lawrie, Matt <[MLawrie@mountprospect.org](mailto:MLawrie@mountprospect.org)>; Patrick, Brett:(ComEd) <[Brett.Patrick@ComEd.com](mailto:Brett.Patrick@ComEd.com)>  
**Cc:** Crenshaw, Courtney:(ComEd) <[Courtney.Crenshaw@ComEd.com](mailto:Courtney.Crenshaw@ComEd.com)>; Brown, Donna <[DBrown@mountprospect.org](mailto:DBrown@mountprospect.org)>; Eckert, Richard V:(ComEd) <[Richard.Eckert@ComEd.com](mailto:Richard.Eckert@ComEd.com)>; Maertens-Pizzo, Andrea:(Contractor - ComEd) <[Andrea.Maertens-Pizzo@ComEd.com](mailto:Andrea.Maertens-Pizzo@ComEd.com)>  
**Subject:** RE: Mount Prospect, Village of, SR 6498342, New Lease-Sidewalk, Mount Prospect & Prospect Heights

Hi Cynthia,

I wanted to follow-up with the Wolf Road Sidewalk Extension project in the Village of Mount Prospect. In the last email, it was mentioned that an easement will not be granted, rather a license agreement will be issued for use in the event approvals are provided by each of our departments.

Would it be possible to obtain a sample license agreement? Also, would you be able to estimate a date on when the Village can expect comments or department approvals to occur?

Thanks,

**AMIT PATEL, PE**  
Principal/Sr Project Mgr | **BOWMAN**  
O: (312) 614-0360 | D: (312) 614-0354 | M: (517) 974-5380

[apatel@bowman.com](mailto:apatel@bowman.com)

---

**From:** Amit Patel

**Sent:** Wednesday, November 12, 2025 3:37 PM

**To:** 'Soderstrom, Cynthia:(ComEd)' <[Cynthia.Soderstrom@ComEd.com](mailto:Cynthia.Soderstrom@ComEd.com)>; Lesnick, Rebecca Lilovich:(ComEd) <[rebecca.lesnick@comed.com](mailto:rebecca.lesnick@comed.com)>; Lawrie, Matt <[MLawrie@mountprospect.org](mailto:MLawrie@mountprospect.org)>; Patrick, Brett:(ComEd) <[Brett.Patrick@ComEd.com](mailto:Brett.Patrick@ComEd.com)>

**Cc:** Crenshaw, Courtney:(ComEd) <[Courtney.Crenshaw@ComEd.com](mailto:Courtney.Crenshaw@ComEd.com)>; Brown, Donna <[dbrown@mountprospect.org](mailto:dbrown@mountprospect.org)>; Eckert, Richard V:(ComEd) <[Richard.Eckert@ComEd.com](mailto:Richard.Eckert@ComEd.com)>; Maertens-Pizzo, Andrea:(Contractor - ComEd) <[Andrea.Maertens-Pizzo@ComEd.com](mailto:Andrea.Maertens-Pizzo@ComEd.com)>

**Subject:** RE: Mount Prospect, Village of, SR 6498342, New Lease-Sidewalk, Mount Prospect & Prospect Heights

Hi Cynthia,

Thanks for the email. While the design drawings are being reviewed, could we please obtain a sample of ComEd's license agreement, if it's not too much trouble?

Thanks again, and have a great rest of the week.

### **AMIT PATEL, PE**

Principal/Sr Project Mgr | **BOWMAN**

O: (312) 614-0360 | D: (312) 614-0354 | M: (517) 974-5380

[apatel@bowman.com](mailto:apatel@bowman.com)

---

**From:** Soderstrom, Cynthia:(ComEd) <[Cynthia.Soderstrom@ComEd.com](mailto:Cynthia.Soderstrom@ComEd.com)>

**Sent:** Wednesday, November 12, 2025 9:23 AM

**To:** Amit Patel <[apatel@bowman.com](mailto:apatel@bowman.com)>; Lesnick, Rebecca Lilovich:(ComEd) <[rebecca.lesnick@comed.com](mailto:rebecca.lesnick@comed.com)>; Lawrie, Matt <[MLawrie@mountprospect.org](mailto:MLawrie@mountprospect.org)>; Patrick, Brett:(ComEd) <[Brett.Patrick@ComEd.com](mailto:Brett.Patrick@ComEd.com)>

**Cc:** Crenshaw, Courtney:(ComEd) <[Courtney.Crenshaw@ComEd.com](mailto:Courtney.Crenshaw@ComEd.com)>; Brown, Donna <[dbrown@mountprospect.org](mailto:dbrown@mountprospect.org)>; Eckert, Richard V:(ComEd) <[Richard.Eckert@ComEd.com](mailto:Richard.Eckert@ComEd.com)>; Maertens-Pizzo, Andrea:(Contractor - ComEd) <[Andrea.Maertens-Pizzo@ComEd.com](mailto:Andrea.Maertens-Pizzo@ComEd.com)>

**Subject:** [EXTERNAL] Mount Prospect, Village of, SR 6498342, New Lease-Sidewalk, Mount Prospect & Prospect Heights

Greetings All,

Please see below communication for updated plans for the sidewalk project.

Please note that an easement will not be granted, rather a license agreement will be issued for use in the event approvals are provided by each of our departments.

I will review and discuss with our teams. Then, I will be able to provide an update.

Respectfully,

### **Cynthia Soderstrom**

Senior Real Estate Specialist

3 Lincoln Centre – 4<sup>th</sup> floor

Oakbrook Terrace IL 60181

[Cynthia.Soderstrom@comed.com](mailto:Cynthia.Soderstrom@comed.com)

779-231-0870 Direct

[www.comed.com/](http://www.comed.com/)

---

**From:** Amit Patel <[apatel@bowman.com](mailto:apatel@bowman.com)>  
**Sent:** Tuesday, November 11, 2025 2:32 PM  
**To:** Soderstrom, Cynthia:(ComEd) <[Cynthia.Soderstrom@ComEd.com](mailto:Cynthia.Soderstrom@ComEd.com)>; Lesnick, Rebecca Lilovich:(ComEd) <[rebecca.lesnick@comed.com](mailto:rebecca.lesnick@comed.com)>; Lawrie, Matt <[MLawrie@mountprospect.org](mailto:MLawrie@mountprospect.org)>; Patrick, Brett:(ComEd) <[Brett.Patrick@ComEd.com](mailto:Brett.Patrick@ComEd.com)>  
**Cc:** Crenshaw, Courtney:(ComEd) <[Courtney.Crenshaw@ComEd.com](mailto:Courtney.Crenshaw@ComEd.com)>; Brown, Donna <[dbrown@mountprospect.org](mailto:dbrown@mountprospect.org)>; Eckert, Richard V:(ComEd) <[Richard.Eckert@ComEd.com](mailto:Richard.Eckert@ComEd.com)>; Maertens-Pizzo, Andrea:(Contractor - ComEd) <[Andrea.Maertens-Pizzo@ComEd.com](mailto:Andrea.Maertens-Pizzo@ComEd.com)>  
**Subject:** [EXTERNAL]RE: Requesting Additional Information: Mount Prospect, Village of, SR 6498342, New Lease-Sidewalk, Mount Prospect & Prospect Heights

You don't often get email from [apatel@bowman.com](mailto:apatel@bowman.com). [Learn why this is important](#)

**EXTERNAL MAIL. Do not click links or open attachments from unknown senders or unexpected Email.**

Hi Cynthia,

I just wanted to follow up on the emails below. Please let me know if ComEd will be able to review the plan and provide input in 2025. We aim to resolve the comments and obtain the easement before the start of construction.

Thanks,

**AMIT PATEL, PE**

Principal/Sr Project Mgr | **BOWMAN**

O: (312) 614-0360 | D: (312) 614-0354 | M: (517) 974-5380

[apatel@bowman.com](mailto:apatel@bowman.com)

---

**From:** Amit Patel  
**Sent:** Wednesday, October 29, 2025 4:37 PM  
**To:** 'Cynthia.Soderstrom@ComEd.com' <[cynthia.soderstrom@comed.com](mailto:cynthia.soderstrom@comed.com)>; 'rebecca.lesnick@comed.com' <[rebecca.lesnick@comed.com](mailto:rebecca.lesnick@comed.com)>; Lawrie, Matt <[MLawrie@mountprospect.org](mailto:MLawrie@mountprospect.org)>; 'Brett.Patrick@ComEd.com' <[brett.patrick@comed.com](mailto:brett.patrick@comed.com)>  
**Cc:** 'Courtney.Crenshaw@ComEd.com' <[courtney.crenshaw@comed.com](mailto:courtney.crenshaw@comed.com)>; 'Brown, Donna' <[dbrown@mountprospect.org](mailto:dbrown@mountprospect.org)>; 'Richard.Eckert@ComEd.com' <[richard.eckert@comed.com](mailto:richard.eckert@comed.com)>; 'Andrea.Maertens-Pizzo@ComEd.com' <[andrea.maertens-pizzo@comed.com](mailto:andrea.maertens-pizzo@comed.com)>  
**Subject:** RE: Requesting Additional Information: Mount Prospect, Village of, SR 6498342, New Lease-Sidewalk, Mount Prospect & Prospect Heights

Good afternoon Cynthia,

I am following up on my email below. Please let me know that you received this email and if you need anything else from me.

Thanks, and have a great rest of the day/evening.

**AMIT PATEL, PE**

Principal/Sr Project Mgr | **BOWMAN**

O: (312) 614-0360 | D: (312) 614-0354 | M: (517) 974-5380

[apatel@bowman.com](mailto:apatel@bowman.com)

---

**From:** Amit Patel

**Sent:** Tuesday, October 21, 2025 9:57 AM

**To:** [Cynthia.Soderstrom@ComEd.com](mailto:Cynthia.Soderstrom@ComEd.com); [rebecca.lesnick@comed.com](mailto:rebecca.lesnick@comed.com); Lawrie, Matt <[MLawrie@mountprospect.org](mailto:MLawrie@mountprospect.org)>; [Brett.Patrick@ComEd.com](mailto:Brett.Patrick@ComEd.com)

**Cc:** [Courtney.Crenshaw@ComEd.com](mailto:Courtney.Crenshaw@ComEd.com); Brown, Donna <[dbrown@mountprospect.org](mailto:dbrown@mountprospect.org)>; [Richard.Eckert@ComEd.com](mailto:Richard.Eckert@ComEd.com); [Andrea.Maertens-Pizzo@ComEd.com](mailto:Andrea.Maertens-Pizzo@ComEd.com)

**Subject:** RE: Requesting Additional Information: Mount Prospect, Village of, SR 6498342, New Lease-Sidewalk, Mount Prospect & Prospect Heights

Hi Cynthia,

I wanted to make sure you received the email below and ask if there was anything else you needed from me to conduct your review.

Please don't hesitate to reach out with any questions.

Thanks,

**AMIT PATEL, PE**

Principal/Sr Project Mgr | **BOWMAN**

O: (312) 614-0360 | D: (312) 614-0354 | M: (517) 974-5380

[apatel@bowman.com](mailto:apatel@bowman.com)

---

**From:** Amit Patel

**Sent:** Tuesday, October 14, 2025 8:54 AM

**To:** [Cynthia.Soderstrom@ComEd.com](mailto:Cynthia.Soderstrom@ComEd.com); [rebecca.lesnick@comed.com](mailto:rebecca.lesnick@comed.com); Lawrie, Matt <[MLawrie@mountprospect.org](mailto:MLawrie@mountprospect.org)>; [Brett.Patrick@ComEd.com](mailto:Brett.Patrick@ComEd.com)

**Cc:** [Courtney.Crenshaw@ComEd.com](mailto:Courtney.Crenshaw@ComEd.com); Brown, Donna <[dbrown@mountprospect.org](mailto:dbrown@mountprospect.org)>; [Richard.Eckert@ComEd.com](mailto:Richard.Eckert@ComEd.com); [Andrea.Maertens-Pizzo@ComEd.com](mailto:Andrea.Maertens-Pizzo@ComEd.com)

**Subject:** Requesting Additional Information: Mount Prospect, Village of, SR 6498342, New Lease-Sidewalk, Mount Prospect & Prospect Heights

Hi Ms. Cynthia Soderstrom,

I'm reaching out on behalf of The Village of Mount Prospect regarding the Wolf Road Sidewalk Project. The project is located north of Euclid Ave and south of Prospect Heights Metra Train Station (see Google Pin link below). As you may recall, the property in question belongs to Commonwealth Edison, and the Village is seeking to obtain an easement to construct an 8-foot-wide shared-use path that runs parallel to S. Wolf Road.

Below are the comments that ComEd provided on different dates, and responses to all the comments are provided in 'blue'.

#### Google Pin Link

<https://maps.app.goo.gl/Ca1tERmsAU2Tk8rC7>

**Construction Drawings (95%)** - *Please let me know if there is a problem opening the link.*

[2025-10-10 Final Plans](#)

#### **Comments** from Friday, May 17, 2024 1:35 PM

I realize the actual permit requires the landowner's signature; however, ComEd does not sign these MWRD permits as a co-permittee. We have not done this in the past for other third-party projects. We can write you a letter saying we've approved of the work/plans, but ComEd will not sign as a co-permittee on a third-party project. Have you discussed directly with MWRD or are just going off the text on the permit application?

*MWRD provided guidance that the Village of Mount Prospect can sign as the Permittee and Co-Permittee. The Co-Permittee can be the agency obtaining the easement.*

#### **Comments** from Tuesday, June 04, 2024 12:53 PM

1. Petitioner shall provide sizing calculations for the proposed 10-foot-wide by 2-foot-high box culvert so that ESD can verify it will not have adverse drainage impacts on ComEd property.  
*A culvert is no longer proposed on the property. Drainage has been addressed without proposing a culvert structure.*
2. **Since the project is located partially in regulatory floodplain, the Petitioner shall provide an exhibit depicting where compensatory storage is being provided. The amount of cut and fill on the ComEd property should be minimized.**  
*A compensatory exhibit has been provided in the "Construction Drawings (90%)" folder included as a link within this email. This exhibit was included as part of the MWRD permit application submittal.*
3. The Petitioner shall address the following comments regarding the plans:
  - a. The proposed box culvert with information such as size, length, slope, material, and inverts shall be shown on the Plan and Profile sheet (Sheet 3 of 10).  
*A culvert is no longer proposed on the property. Drainage has been addressed without proposing a culvert structure.*
  - b. The high point at STA 17+00 appears to alter existing drainage patterns on the Plan and Profile sheet (Sheet 5 of 10). The Petitioner shall demonstrate how existing drainage patterns are maintained or shall revise the grading in this area accordingly.  
*The existing drainage pattern is maintained with the addition of the new path. Drainage from the property will continue to flow west into the ditch adjacent to Wolf Road. The path is placed at existing grade elevations.*
  - c. Cross-sections were only provided for STA 10+00 through STA 12+50. The Petitioner shall provide cross-sections for the entirety of the project located within the ComEd Right-of-Way.  
*Cross sections are provided for the entirety of the proposed path. See drawings in the link above within this email.*
  - d. Erosion control blanket shall be added to any disturbed slopes that are 3:1 or greater. A corresponding Illinois Urban Manual (IUM) detail shall also be added to the plans.  
*An erosion control blanket (ECB) has been provided in the contract. The ECB can be seen on the Erosion & Sediment Control Plans. A IUM detail is provided as well.*
  - e. Stabilization measures and corresponding IUM construction details shall be added to the downstream end of the proposed box culvert.  
*A culvert is no longer proposed on the property. Drainage has been addressed without proposing a culvert structure.*

- f. The location of a stabilized construction entrance and a corresponding IUM construction detail shall be added to the plans.  
The Stabilized Construction Entrance has been added to the drawings with the corresponding IUM detail.
  - g. The location of a temporary soil stockpile and corresponding IUM construction detail shall be added to the plans. Stockpiles are not allowed within floodplain, floodway, drainageways, wetlands, or buffers.  
The temporary soil stockpile has been added at the north end of the project outside the flood hazard area. This is shown on the drawings with the corresponding IUM detail.
  - h. A silt fence construction detail meeting IUM requirements shall be added to the plans.  
Silt Fence and details provided in drawings.
  - i. Soil erosion and sediment control (SESC) notes and a sequence of construction activities for SESC and stormwater management measures shall be added to the plans.  
SESC notes have been added to the drawings.
  - j. Specific seeding information—including rates, species, and dates—shall be added to the plans.  
Seeding Class 2A per IDOT Standard Specifications has been included in the contract drawings.
4. Petitioner shall provide the Metropolitan Water Reclamation District of Greater Chicago (MWRD) Watershed Management Permit (WMP) to ComEd upon receipt.  
MWRD submittal was made and comments received dated 9/22/2025. Comments were addressed, and the permit application was resubmitted on 10/10/2025. The submittal is included in the link above.
  5. Petitioner shall provide an Illinois Department of Natural Resources (IDNR) EcoCAT consultation termination for the project.  
IDNR completed its consultation and provided that no T&E species or natural areas are in the vicinity of the project. See the printout included in the link above.
  6. Petitioner shall provide the Illinois Department of Transportation (IDOT) permit to ComEd upon receipt for work within the IDOT Right of Way (ROW).  
IDOT has approved the plan and provided a letter of next steps for the contractor before construction. The letter is included in the link above.

**Comments from Thursday, June 6, 2024 3:07 PM**

1. Culverts or any other underground structures are not permitted within ComEd Transmission property. This will need to be removed from the plans, and the pathway designed to allow natural drainage to occur without new facilities. Please note that this comment will negate some of the ESD comments requesting the culvert information.  
A culvert is no longer proposed on the property. Drainage has been addressed without proposing a culvert structure.
2. The satellite aerial images on which the plans are overlaid appear distorted. Please correct the satellite background.  
The drawings are now using a detailed field survey.
3. For recreational paths, ComEd requires the leased area to include the entire width of the ROW rather than just the path boundaries. The village would be responsible for the maintenance of this leased area. Please revise your submittal to reflect this requirement.  
A conversation between the Village and ComEd resulted in an agreement that the Village will only be responsible for the path easement that is obtained and not the entire ComEd ROW.

We would appreciate your response to the email above as we are preparing to advertise the project. Please don't hesitate to reach out with any questions and comments to the above.

Thanks,

**AMIT PATEL, PE**

Principal/Sr Project Mgr-Transportation | **BOWMAN**

**Amit Patel**

---

**From:** Cunico, Michael <CunicoM@mwrd.org>  
**Sent:** Tuesday, January 20, 2026 4:11 PM  
**To:** Amit Patel; Fitzgerald, Devin  
**Cc:** Lawrie, Matt; Brown, Donna; Feltes, Daniel  
**Subject:** [EXTERNAL] Re: Wolf Road - Compensatory Storage

Good afternoon Amit,

I confirmed with our Principal Civil Engineer that the proposed fill is considered de minimus and will not require compensatory storage by MWRD.

Michael Cunico, P.E.  
Senior Civil Engineer  
MWRDGC Local Sewers  
312-751-3253

---

**From:** Amit Patel <apatel@bowman.com>  
**Sent:** Wednesday, January 14, 2026 9:20 AM  
**To:** Fitzgerald, Devin <FitzgeraldD@mwrd.org>; Cunico, Michael <CunicoM@mwrd.org>  
**Cc:** Lawrie, Matt <MLawrie@mountprospect.org>; Brown, Donna <dbrown@mountprospect.org>  
**Subject:** [EXTERNAL] RE: Wolf Road - Compensatory Storage

**This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. If you are unsure the email is legitimate, use the Phish Button or contact servicedesk@mwrd.org.**

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Hi Devin/Michael,

I wanted to follow up on the email below. We addressed the comments to review 2, however I was waiting to send them once I received an email from your agency on the compensatory storage.

Please let me know if you need anything else from me in the meantime.

Thank you,

**AMIT PATEL, PE**

Principal - Director, Civil Engineering | **BOWMAN**  
O: (312) 614-0360 | D: (312) 614-0354 | M: (517) 974-5380  
[apatel@bowman.com](mailto:apatel@bowman.com)

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**From:** Amit Patel  
**Sent:** Thursday, January 8, 2026 2:17 PM  
**To:** Fitzgerald, Devin <fitzgerald@mwrd.org>; Cunico, Michael <cunicom@mwrd.org>  
**Cc:** Lawrie, Matt <MLawrie@mountprospect.org>; Brown, Donna <dbrown@mountprospect.org>  
**Subject:** Wolf Road - Compensatory Storage

Devin/Michael –

Thanks again for the meeting yesterday. Our goal was to discuss and, with MWRD’s guidance, determine how to offset the fill generated by the proposed path within the floodplain.

Initially, we proposed providing compensatory storage for the 0.0122 acre-feet of fill. However, the property owner will not allow compensatory storage on their property as stated here:

*“ComEd has not allowed third parties to create compensatory storage on ComEd fee-owned property for over 10 years, so we are unable to approve of the proposed compensatory storage for this project.”*

Due to the total fill volume (0.0122 acre-feet), please advise if this volume is at or below the threshold amount that the de minimis rule applies, and no compensatory storage is required.

Please let me know if you have any questions or need further clarification.

Thank you,

**AMIT PATEL, PE**

Principal - Director, Civil Engineering | **BOWMAN**

10 South LaSalle Street, Suite 2110, Chicago, IL 60603

O: (312) 614-0360 | D: (312) 614-0354 | M: (517) 974-5380

[apatel@bowman.com](mailto:apatel@bowman.com) | [bowman.com](http://bowman.com)





## ***Request for Technical & Cost Proposals*** **Wolf Road Sidewalk Project - Engineering Design and Construction Inspection Services**

*Submitted by:*

**Brian J. McPartlin, Principal  
Bowman**

10 S. LaSalle Street, Suite 2110  
Chicago, Illinois 60603

312.614.0360 | [bmcpartlin@bowman.com](mailto:bmcpartlin@bowman.com) | [bowman.com](http://bowman.com)

*Submitted to:*

**Jason Leib, Deputy Director of Public Works**

Village of Mount Prospect  
1700 W. Central Road  
Mount Prospect, IL 60056

*February 21, 2025*

# **Bowman**

February 21, 2025

Jason Leib  
Deputy Director of Public Works  
Village of Mount Prospect  
1700 W. Central Road  
Mount Prospect, IL 60056

**RE: Request for Technical & Cost Proposals**  
**Wolf Road Sidewalk Project - Engineering Design and Construction Inspection Services**

Dear Mr. Leib:

Bowman is pleased to submit its proposal to provide design and construction inspection services for a new sidewalk/pathway on the east side of Wolf Road between Euclid Avenue and the Village limits.

Our team is currently providing similar services for a Various Engineering Services contract with the Forest Preserve District of Cook County for improvements to trails, access roads and parking lots. The work involves significant permitting requirements. Our proposed project manager, **Amit Patel, PE**, serves as the permit lead on this contract and has successfully tracked these requirements and coordinated with regulatory agencies to keep each project on schedule.

Bowman is also providing design for multi-use path projects for the City of Crystal Lake and Chicago Department of Transportation and recently completed design for a roadway resurfacing and multi-use path project for the Illinois Department of Transportation along 55th Street in Cook County.

In addition to providing construction inspection to support the Forest Preserve projects, Bowman's recent projects include Central Road Resurfacing for the Village of Mount Prospect, Three Oaks Recreation Area Trail for the City of Crystal Lake, and pavement preservation and rehabilitation programs for Cook County Department of Transportation & Highways.

Our team has established relationships with ComEd, and we are currently providing engineering services for a flood mitigation project for the Metropolitan Water Reclamation District of Greater Chicago. We will work closely with these entities to ensure consistent communication and the successful acquisition of all required permits.

Thank you for the opportunity to submit our proposal. Bowman is excited about the possibility of working with the Village on this project. Should you have any questions or wish to discuss our submittal further, please contact me at 630.869.6008 or [bmcpartlin@bowman.com](mailto:bmcpartlin@bowman.com).

Sincerely,



Brian J. McPartlin  
Principal

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# 01

## Firm Overview

# Firm Overview

Since its formation in 1995, Bowman has been recognized as one of the fastest-growing consulting firms in its industry. Launched by a five-person team in Fairfax, Virginia, the firm has launched over 100 offices and accomplished a national, diversified project portfolio. From large infrastructure projects to local transportation projects, Bowman delivers outstanding project results and leverages its growth to serve the constantly changing needs of our clients.

In 2012, Bowman established its presence in the Chicago area. Bowman's Chicago office provides design engineering and its Lisle office provides construction engineering. Bowman has performed similar services for the Villages of Mount Prospect, Oak Brook, Northbrook and Steger; Cities of Crystal Lake and Chicago Heights; DuPage, Cook, Will and Kane Counties; IDOT and the Illinois Tollway. We pride ourselves in providing the same level of professionalism and quality for all projects regardless of size.

Our proven stakeholder team building capabilities allows us to represent our clients in all aspects of the construction process from pre-construction through final completion, and identify and resolve issues to mitigate their impact. With an unparalleled commitment by executive staff to each client and project's success, Bowman provides open communication, fair interpretation of project issues, and transparency in our services, recommendations and actions.

*In choosing Bowman, the Village of Mount Prospect will work with an enthusiastic partner who takes great pride in serving its clients and is committed to promoting a professional and productive working relationship.*

## WHY WE'RE DIFFERENT

Success doesn't just happen. It's the result of thoughtful planning and focused action. At Bowman, we work with intention to deliver on-demand technical expertise and industry leading talent that, when combined, produces innovative and solution-driven results. Our clients benefit from a balance of deep national resources often associated with large firms, and the flexibility and quick response associated with smaller boutique firms, to effectively navigate projects through intricate approval processes.

## MARKETS

- Transportation
- Building Infrastructure
- Power & Utilities
- Renewable Energy
- Water Resources
- Mining & Exploration
- Ports & Harbors

## SERVICES

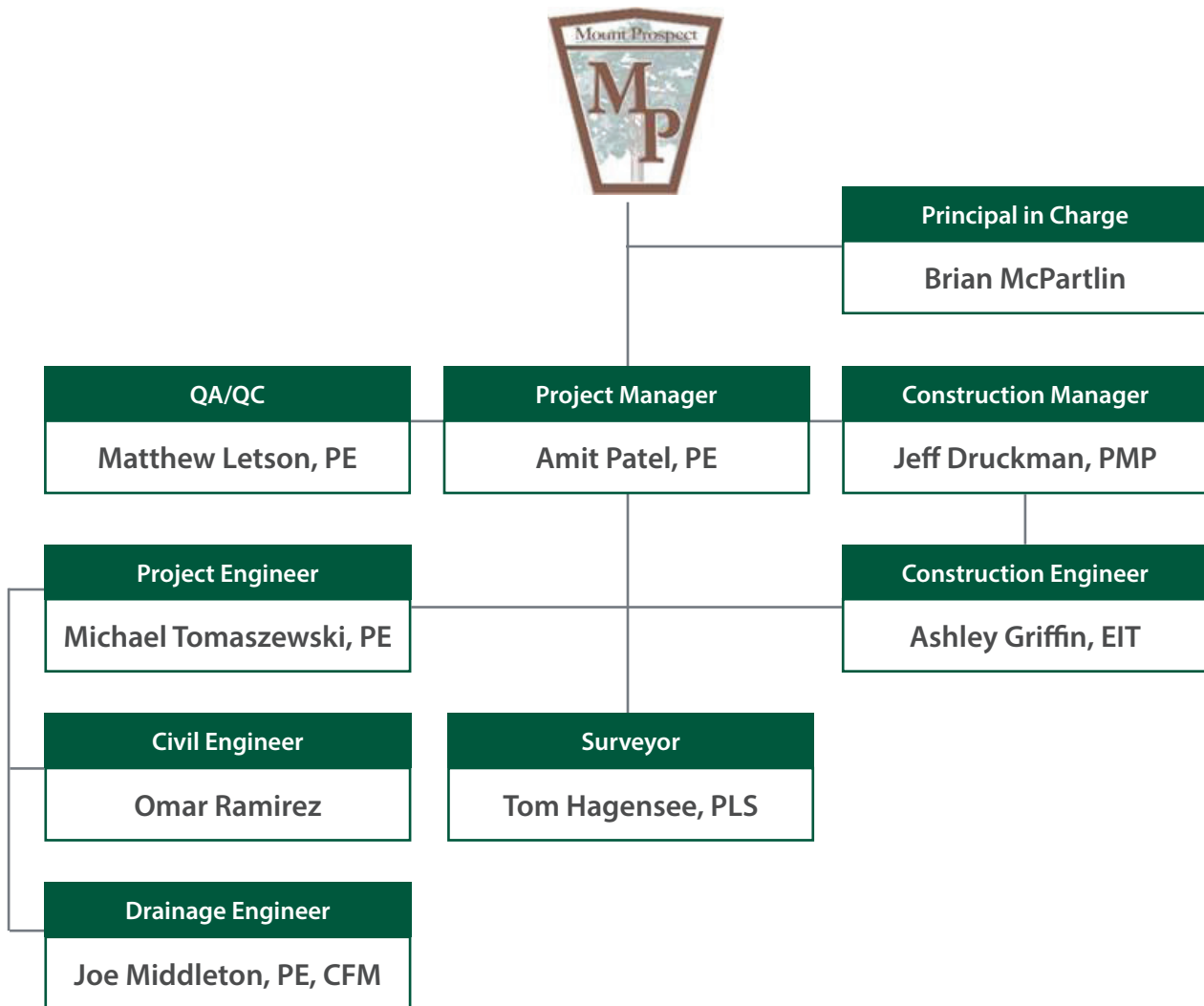
- Transportation Engineering
- Construction Engineering
- Civil & Site Engineering
- Structural Engineering
- Survey/Geospatial
- Land Procurement/Right-of-Way
- Environmental Consulting
- Landscape Architecture
- Water/Wastewater
- MEP Engineering
- Energy Transition





# Project Staffing

# Organizational Chart





## Amit Patel, PE

*Project Manager*

Amit Patel has over 22 years of experience providing civil engineering services on a variety of urban and rural roadway projects for municipalities, counties, IDOT and the Illinois Tollway. His roadway experience includes the development of roadway plans that includes profiles, typical sections, cross-sections, maintenance of traffic (MOT) plans, erosion and sediment control plans at conceptual, preliminary and final design stages. In addition, Amit's experience includes project coordination, development of project scopes/man hours and subconsultant coordination.

### Education

B.S. Civil Engineering,  
Michigan State University, 2002

### Registrations

Professional Engineer:  
Illinois (#062-065971) 2013  
Indiana (#PE11800218)  
Virginia (#0402051141)  
Maryland (#36056)  
Kentucky (#33244)  
Texas (#134765)

### Certifications

First Aid / CPR Certified

### Experience

#### **Parking Lot Design - Three Locations** | *City of Highland Park, IL*

Civil Engineer who assisted in the development of the specifications and performed QC on the plans for the reconstruction of three parking lots. The design of each lot includes installation of permeable paver stalls as well as underdrains, asphalt pavement, new parking space configuration, addition of curb and gutter, sign removal and replacement, as well as sidewalk removal and replacement.

#### **Fire Training Facility Yard Improvements** | *City of Highland Park, IL*

Civil Engineer who assisted in the development of the specifications and performed QC on the plans for the reconstruction of the Fire Training Facility Yard located at the 1178 Half Day Road. Work includes the removal and replacement of the pavement, drainage, lighting, and other appurtenances along with the addition of a confined space training area and foundations to support containers for training purposes.

#### **Forest Preserve District of Cook County - Various Engineering Services for Districtwide Transportation Improvements** | *Cook County, IL*

Civil Engineer for projects that include preparing contract documents for the District's annual access road, parking lot, and trail rehabilitation programs, including resurfacing, ADA improvements, geometric modifications to incorporate green infrastructure, pavement reductions, new construction and permeable paver retrofits. Serves as Bowman's permit lead and attends biweekly meetings with the District.

#### **Fermilab - Kautz Road Construction Access** | *Batavia, IL*

Project Manager for design of intersection widening and roadway improvements at Kautz Road and Butterfield Road (IL 56) to facilitate Fermilab's future expansion. Included survey, location drainage memo, intersection design study, engineering plans and coordination with IDOT for Highway Access Permit documentation.

#### **Palm Beach Lakes South Service Road - Phase 1** | *City of West Palm Beach, FL*

Roadway Design Team Leader on a \$1M project providing engineering services for roadway reconstruction from the end of the service road approximately 360 ft west of 7th Street to the end of the service road approximately 50 ft west of Australian Ave. Responsible for design management of the roadway improvements which entail typical sections, vertical alignment, drainage enhancements, maintenance of traffic, signing and pavement marking design, quantity take-offs and 3-D modeling.

## Amit Patel, PE

Project Manager

### **IDOT - I-55, Wolf Road to IL 50 and I-55 Design Corridor Management (DCM) |**

*Cook County, IL*

Project Engineer for design engineering services for \$60M in roadway and structure improvements and DCM services for the \$180M reconstruction of the entire 16-mile I-55 corridor, which includes a total of 49 structures. Bowman's DCM services include monitoring budget and schedule and coordinating with IDOT, design consultants, regulatory agencies and municipalities.

### **IDOT - Various/Various Phase II Projects (PTB 195-016) |** *District 1, IL*

Project Manager for design engineering services contract for 28 work orders. Responsibilities included budget, schedule and quality management; internal and sub-consultant coordination; attending monthly progress meetings with IDOT District 1 Project Manager; and scope and fee development.

### **VDOT - Rte 687 (Preston Rd), Rte 58 to Rte 787 (Station Drive) |** *Henry County, VA*

Senior Project Engineer for \$9.9M project that included reconstructing 2.4 miles of Preston Road, widening the existing roadway to meet the rural rolling terrain classification standards, and improving the intersection and stopping sight distance. Developed horizontal and vertical alignment, typical sections, cross sections, maintenance of traffic (MOT) plans, right-of-way acquisition drawings, and completing intersection and stopping sight distance studies. Presented conceptual drawing to VDOT team prior to proceeding to 60%, 90%, and final plans using MicroStation and GEOPAK computer software. Worked closely with drainage design team to ensure proper drainage was maintained during MOT phasing, and developed erosion and sediment control measures.

### **VDOT - I-81 Exit 7/Old Airport Road |** *Bristol, VA*

Project Engineer for \$5M project involved development of Interchange Modification Report (IMR) for FHWA presenting alternatives for improvement to the interchange and Old Airport Road, which included providing curb & gutter, betterment to water and sewer system, and pedestrian facilities. Developed horizontal and vertical alignment, typical sections, cross sections, erosion and sediment control plans, maintenance of traffic (MOT) plans/sequence of construction. Provided coordination between interdisciplinary departments and sub-consultants to ensure adherence to schedule and internal and client quality assurance.

### **Maryland State Highway Administration - MD 4 and Solomons Island Road |** *St.*

*Mary's County and Culvert County, MD*

Senior Engineer for Maryland 4 improvements between Maryland 2 and Maryland 235, which entailed widening and inclusion of pedestrian accommodations such as upgrading shoulders, wider curb lanes, and a parallel trail system to accommodate bicycles and pedestrians. Design tasks included developing horizontal/vertical alignments, typical sections, limits of construction, and estimate earthwork quantities.



## Michael Tomaszewski, PE

*Project Engineer*

Mike Tomaszewski is responsible for design of infrastructure projects including highway and street improvements, intersection improvements, traffic signals, roadway rehabilitation and site development. He is responsible for conceptual planning and design of projects including roadway geometrics, cross section development, earthwork quantity calculations, grading, pavement marking, maintenance of traffic and traffic control, and preparation of contract documents.

### Experience

#### **Forest Preserves of Cook County - Various Engineering Services for Districtwide Transportation Improvements** | *Cook County, IL*

Civil Engineer for preparation of contract documents for the District's annual access road, parking lot, and trail rehabilitation programs, including resurfacing, ADA improvements, geometric modifications to incorporate green infrastructure, pavement reductions, new construction and permeable paver retrofits.

#### **Will County DOT - Francis Road (CH 64) and Marley Road Intersection Improvements** | *Mokena and New Lenox, IL*

Project Manager for preliminary and design engineering services that include an Intersection Design Study, safety barrier and capacity analysis, drainage study including floodplain/floodway impact analysis, soils/pavement investigation, and topographic survey. Bowman is providing plans, specifications and estimates for pavement widening and traffic channelization, new traffic signals, drainage improvements, and modification of driveway access.

#### **Oak Street Improvements** | *City of Crystal Lake, IL*

Project Engineer for design engineering services for Oak Street projects:

- **Oak Street and Route 176 Intersection Improvement:** \$1M project involving traffic signal modernization, addition of left turn lanes, and ADA compliance.
- **New Pedestrian Path:** \$0.5M multi-use path along west side of Oak Street from Route 176 to Union Pacific Railroad tracks utilizing federal ITEP and MFT funding.

#### **DuPage County DOT - 75th Street Intersection Improvements** | *Naperville, IL*

Project Manager for preliminary and design engineering services for four 75th Street intersections. Improvements include traffic signal modernization, incorporation of high visibility backplates, conversion of the left turn 75th Street approaches to protected only phasing and adding a dedicated right turn lane on each 75th Street approach to remove turning vehicles from the thru lane movement.

#### **Chicago Dept. of Transportation - Burley Avenue Improvements** | *Chicago, IL*

Project Engineer for design engineering services for 13,500 ft of roadway reconstruction and new construction. The \$35M project includes bicycle lanes and Complete Streets design, storm sewers, drainage, utilities, traffic signals and intersection improvements, lighting, landscaping, curb & gutter, sidewalk reconstruction, and ADA ramps.

### Education

B.S. Civil Engineering,  
University of Illinois, 1998

### Registrations

Professional Engineer:  
Illinois (#062-059240) 2006  
Kentucky (#39621)  
Michigan (#6201066085)  
Ohio (#79297)  
Texas (#127739)

## Michael Tomaszewski, PE

Project Engineer

### **IDOT - IL Rte 22 from Quentin Road to IL Route 83** | *Lake County, IL*

Civil Project Engineer for design engineering services for 4.21 miles of IL Route 22. The \$52M project consists of reconstruction of a new PCC pavement with additional lanes, a new vertical profile, improved drainage system, retaining walls and landscaping. Responsibilities included ATB, removals, ADA ramp details, temporary retaining walls, pavement marking and signing, quantities, schedules.

### **IDOT - 55th Street Widen and Overlay** | *Western Springs, Countryside & LaGrange, IL*

Project Engineer for design engineering services for 1.75-mile project to improve safety and capacity. The \$6.7M project includes roadway widening and resurfacing, traffic signal modernization at four intersections, open and closed drainage systems, ADA-compliant ramps, and multi-use path.

### **IDOT - FAP 353, US 30 (Lincoln Highway) at IL 50 (Cicero Avenue)** | *Cook County, IL*

Bowman's Project Manager for subconsultant services to provide Phase II plans and specifications for maintenance of traffic (MOT) to facilitate intersection improvements at US 30 and IL 50. The \$6M project includes modernized traffic signals, improved channelization, pedestrian & bicyclist access, and ADA ramps.

### **IDOT - IL Route 38 at Kirk Road Intersection Improvements** | *West Chicago, IL*

Project Engineer for design engineering service for roadway and traffic signalization improvements including interconnection and existing surveillance camera system.

### **IDOT - 159th Street & LaGrange Road Intersection Improvements** | *Orland Park, IL*

Project Engineer for design engineering services for intersection improvement. Responsible for design of roadway and traffic signalization improvements.

### **IDOT - LaGrange Road (US Route 45) Improvements** | *Orland Park, IL*

Project Engineer design engineering services for a six-mile roadway reconstruction project and railroad realignment from 179th to 131st Streets. The \$98M project included new signals and interconnects at 18 intersections, and a combination of a multi-use path on one side of the road and sidewalk on the other in the north and south contracts, drainage improvements and water main replacement.

### **Cook County DOTH - 104th Avenue, 167th Street to 159th Street** | *Cook County, IL*

Project Manager for design engineering services. Responsibilities included preparation of roadway and detour plans, and calculating compensatory storage requirements for one-mile roadway reconstruction project, including 1,200-ft-long section supported on pile supported embankment, and adjacent bike path.

### **Cook County DOTH - Lake Cook Road Improvements** | *Deerfield, IL*

Design Engineer for Phase II design engineering services for widening and reconstruction of Lake Cook Road. Responsible for design of roadway, traffic signalization improvements, and traffic staging for roadway widening project.

## Omar Ramirez

Civil Engineer

### Education

M.S. Urban Engineering, specializing in Real Estate Appraisal, University of Sonora, 2022

B.S. Civil Engineering, Monterrey Institute of Technology and Higher Education, 2020

Omar Ramirez has three years of experience in civil engineering. He has worked on both public and private sector projects that have included grading and drainage design, erosion control plans and SWPP. Omar has developed concept plans for residential and commercial sites based upon the client's development objectives and due diligence. His prior experience also includes preparing structural plans for commercial, residential and industrial sites including houses, warehouses, retail premises, steel pallet racks, and others using Bentley programs such as RAM Structural, Elements and Connections.

### Experience

#### **Forest Preserves of Cook County - Various Engineering Services for Districtwide Transportation Improvements** | *Cook County, IL*

Civil Engineer for preparation of contract documents for the District's annual access road, parking lot, and trail rehabilitation programs, including resurfacing, ADA improvements, geometric modifications to incorporate green infrastructure, pavement reductions, new construction and permeable paver retrofits. Providing repaving and pavement marking plans.

#### **Parking Lot Design - Three Locations** | *City of Highland Park, IL*

Civil Engineer for the design and preparation of plans, specifications and estimates for the reconstruction of three parking lots. The design of each lot includes installation of permeable paver stalls as well as underdrains, asphalt pavement, new parking space configuration, addition of curb and gutter, sign removal and replacement, as well as sidewalk removal and replacement.

#### **Fire Training Facility Yard Improvements** | *City of Highland Park, IL*

Civil Engineer for project involving a comprehensive site assessment, topographic survey, and preparation of contract plans, specifications and estimates for the reconstruction of the Fire Training Facility Yard located at the 1178 Half Day Road. Work includes the removal and replacement of the pavement, drainage, lighting, and other appurtenances along with the addition of a confined space training area and foundations to support containers for training purposes.

#### **Will County DOT - Francis Road (CH 64) and Marley Road Intersection Improvements** | *Mokena and New Lenox, IL*

Civil Engineer for preliminary and design engineering services that include plans, specifications and estimates for pavement widening and traffic channelization, new traffic signals, drainage improvements, and modification of driveway access.

#### **Project Elwood** | *Wood Dale, IL*

Civil Engineer for the design and preparation of plans for the construction of a data center. The design includes preparation of demolition, site, grading and drainage, and utility plans, as well as the design of storm and sanitary sewer.



## Joseph Middleton, PE, CFM

*Drainage Engineer*

Joe Middleton has 24 years of experience providing hydraulic and hydrologic modeling, drainage design, OpenRoads corridor modeling and project management services for public and private sector infrastructure projects involving street improvements, intersection and drainage design, roadway rehabilitation and site development. His duties include design studies and preparation of plans, specifications, cost estimates, permitting and stakeholder coordination.

### Experience

#### **Street Reconstruction** | *Village of Hinsdale, IL*

Project Manager responsible for engineering services for the reconstruction or resurfacing of Village streets, separation of combined sewers, replacement of sanitary sewers and water mains, and upgrades to sidewalk ramps and sidewalks to meet IDOT and ADA standards.

#### **CDBG Program** | *City of Chicago Heights, IL*

Project Manager for design and construction engineering services for roadway resurfacing, ADA ramp repair and minor drainage improvements. Oversaw the construction document preparation as well as the competitive bidding and award of the project. Project required coordination between City of Chicago Heights and Cook County Economic Development Dept.

#### **Worth Township - Roadway System Evaluation** | *Worth Township, IL*

Project Engineer for analysis and evaluation of the Worth Township roadway system, including shoulders, ditches and drainage structures and recommending improvements including cost estimates and a proposed schedule for implementation as well as preparation of the final report.

#### **On-Call Engineering Services** | *Village of Steger, IL*

Project Manager for assignments including preparation of plans, specifications, and estimates, and coordination with IDOT for the Village of Steger 2014 Resurfacing Program. The initial program consisted of resurfacing over one mile of Village roads.

#### **Palm Beach Lakes South Service Road - Phase 1** | *City of West Palm Beach, FL*

Drainage Engineer for \$1M project for roadway reconstruction from end of the service road approximately 360 ft west of 7th Street to the end of the service road approximately 50 ft west of Australian Avenue.

#### **Will County DOT - Francis Road (CH 64) and Marley Road Intersection**

##### **Improvements** | *Mokena and New Lenox, IL*

Drainage Engineer for preliminary and Phase II engineering services that include an Intersection Design Study, safety barrier and capacity analysis, drainage study including floodplain/floodway impact analysis, soils/pavement investigation, and topographic survey. Bowman is providing plans, specifications and estimates for pavement widening and traffic channelization, new traffic signals, drainage improvements, and modification of driveway access.

### Education

B.S. Civil Engineering,  
Michigan State University, 2000

### Registrations

Professional Engineer:  
Illinois (#062-060070) 2007  
Idaho (#19670)  
Iowa (#P25520)  
Kansas (#PE28787)  
Kentucky (#39618)  
Michigan (#6201060358)  
Nebraska (#E-19060)  
South Dakota (#15609)  
Texas (#127697)  
Wisconsin (#100030-6)  
Virginia (#402052141)

### Certifications

Certified Floodplain Manager:  
(#US-18-10161)  
NHI-135095A SRH-2D Model Data  
Files, Diagnostics & Verifying 2D Model  
Results (WCT), 2024  
NHI – 135095 Two-Dimensional  
Hydraulic Modeling for Rivers at  
Highway Encroachments, 2021  
IDOT Erosion and Sediment Control  
Workshop Modules I & II, 2020  
NHI - Countermeasure Design for  
Bridge Scour and Stream Instability

## Joseph Middleton, PE, CFM

Drainage Engineer

Bentley OpenRoads Designer -  
Accredited Road Modeler

### Associations

American Society of Civil Engineers

ACEC-IL US Army Corps of Engineers,  
Chicago Committee

Michigan Stormwater-Floodplain  
Association (MSFA)

### **Oak Street Improvements** | *City of Crystal Lake, IL*

Drainage Engineer for design engineering services for Oak Street projects:

- **Oak Street and Route 176 Intersection Improvement:** \$1M project involving traffic signal modernization, the addition of northbound and southbound left turn lanes, and ADA compliance utilizing MFT funding.
- **New Pedestrian Path:** \$0.5M multi-use path along west side of Oak Street from Route 176 to Union Pacific Railroad tracks utilizing federal ITEP and MFT funding.

### **DuPage County DOT - 75th Street Intersection Improvements** | *Naperville, IL*

Drainage Engineer for preliminary and design engineering services for intersection widening at four locations along 75th Street. Responsibilities included preparation of drainage contract plans, drainage calculations, and other documents in order to obtain the DuPage County Stormwater Certification for the \$4.5M project.

### **IDOT - 55th Street Widen and Overlay** | *Western Springs, Countryside & LaGrange, IL*

Drainage Engineer for Phase II design engineering services for 1.75 miles of roadway reconstruction on FAU Route 1505 (55th Street). Responsible for design of open and closed drainage systems, detention analysis, QA/QC of drainage plans, and construction documents. The \$6.7M project also included roadway widening and resurfacing, traffic signal modernization, ADA ramps and multi-use path.

### **IDOT - IL 59 Reconstruction** | *Naperville, IL*

Project Manager for design engineering for widening and reconstruction of IL Route 59 between New York Street and north of I-88 for 17,800 ft. Prepared the drainage and utility plans and hydraulic design, and provided permitting support and agency coordination.

### **IDOT - LaGrange Road (US 45) Improvements** | *Orland Park, IL*

Senior Drainage Engineer for design engineering services for reconstruction and widening of six miles of LaGrange Road from 179th to 131st Streets. Responsible for designing storm sewer system, culverts, storm water detention facilities, water quality best management practices, erosion and sediment control plans and permitting documentation. The \$98M project included traffic signals, water main, sidewalks, and multi-use path.

### **Fermilab - Kautz Road Construction Access** | *Batavia, IL*

Drainage Engineer for design of intersection widening and roadway improvements at Kautz Road and Butterfield Road (IL 56) to facilitate Fermilab's future expansion and construction. Included survey, location drainage memo, intersection design study, engineering plans and coordination with IDOT for Highway Access Permit documentation.



## Matthew Letson, PE

QA/QC Manager

Matt Letson has over 30 years of experience in civil engineering that includes significant drainage and sewer design. As the Chicago office branch manager, he provides oversight for resource management, project schedules and budgets, as well as technical guidance to make sure that all the skills and expertise available to the project team are fully utilized to provide clients and their communities with innovative, efficient solutions that are easy to construct and maintain.

### Experience

#### **Parking Lot Design - Three Locations** | *City of Highland Park, IL*

Project Manager for a comprehensive site assessment; detailed topographic survey; analysis of traffic flow, ADA accessibility and safety considerations; and preparation of contract plans, specifications and estimates for the \$1.2M reconstruction of three parking lots. The reconstruction includes the installation of permeable paver stalls and underdrains, asphalt pavement in aisles and entrances, parking space configuration, curb and gutter and framing curb, sign removal and replacement, sidewalk removal and replacement, lighting and minor landscaping/fencing.

#### **Fire Training Facility Yard Improvements** | *City of Highland Park, IL*

Project Manager for a comprehensive site assessment, topographic survey, and prepared contract plans, specifications and estimates for the reconstruction of the Fire Training Facility Yard. Includes the removal and replacement of the pavement, drainage, lighting, and other appurtenances along with the addition of a confined space training area and foundations to support containers for training purposes.

#### **Forest Preserves of Cook County - Various Engineering Services for Districtwide Transportation Improvements** | *Cook County, IL*

Civil Engineer responsible for coordinating design for improvements to 15 sites throughout the county. Projects include preparing contract documents for the District's annual access road, parking lot, and trail rehabilitation programs, including resurfacing, ADA improvements, geometric modifications to incorporate green infrastructure, pavement reductions, new construction and permeable paver retrofits.

#### **Cook County DOTH- Techny Road Improvements** | *Cook County, IL*

Project Manager for preparation of preliminary engineering and contract plans, specifications and estimates for the \$5.6M reconstruction of Techny Road. Included stormwater management and flood relief improvements, in-stream work, signalized intersection, at-grade rail crossings, grade separated rail crossing, bicycle lanes, full topographic survey, environmental studies, and analysis of existing conditions.

#### **IDOT - 55<sup>th</sup> Street Widen and Overlay** | *Western Springs, Countryside and LaGrange, IL*

Principal in Charge for design engineering services for 1.75-mile project to improve safety and capacity. The \$6.7M project includes roadway widening and resurfacing, traffic signal modernization at four intersections, open and closed drainage systems, ADA-compliant ramps and multi-use path.

### Education

B.S. Civil Engineering,  
Ohio State University, 1988

### Registrations

Professional Engineer:  
Illinois (#062-050015) 1995  
Minnesota (#59266)  
Missouri (#2012000047)  
Virginia (#402052144)  
Texas (#101618)  
Ohio (#78721)

### Associations

Illinois Society of Professional  
Engineers  
American Society of Civil Engineers  
Illinois Association for Floodplain and  
Stormwater Management  
Lambda Alpha International

## Matthew Letson, PE

QA/QC Manager

### **IDOT - Various/Variou Phase II Projects (PTB 195-016) | District 1, IL**

Principal in Charge for design engineering services contract for various projects. Responsibilities included budget, schedule and quality management; internal and sub-consultant coordination; attending monthly progress meetings with IDOT District 1 Project Manager; and scope and fee development.

### **DuPage County DOT - 75th Street Intersection Improvements | Naperville, IL**

Principal in Charge for preliminary and design engineering services for four 75th Street intersections at Millbrook Drive, Modaff Road, Olympus Drive, and Greene Road to identify improvements that will increase safety while minimizing impacts to their operational characteristics. Improvements include traffic signal modernization, incorporation of high visibility backplates, conversion of the left turn 75th Street approaches to protected only phasing and adding a dedicated right turn lane on each 75th Street approach to remove turning vehicles from the thru lanes.

### **Shermer Road Bridge Rehabilitation | Village of Northbrook, IL**

Project Manager for design and construction engineering services to upgrade the bridge to meet current hydraulic, structural, and geometric requirements. \$2.3M project included topographic and stream surveys, wetland delineations, bridge inspection and Bridge Condition Report, preliminary bridge design and Hydraulic Report, Project Development Report, utility coordination and maintenance of traffic.

### **Deerfield Road Pedestrian Bridge | Village of Deerfield, IL**

Project Manager responsible for preparation of contract plans, specifications and estimates for design of \$1.2M bridge improvements at the Metra Station to provide safer and more efficient pedestrian and vehicular transportation including a wider roadway, improved pavement surface, ADA compliance, sidewalks for pedestrians and improved sight lines for vehicular traffic.

### **143rd Street, LaGrange Rd to Harlem Ave | Village of Orland Park, IL**

Lead Drainage Engineer responsible for preparation of drainage plans including ditch and channel design, culvert design, roadway drainage design and storm sewers oversized for detention.

### **MWRDGC - Flood Control Project on Central Road | Des Plaines and Glenview, IL**

Principal in Charge for design of \$50M in flood mitigation improvements to Central Road from Des Plaines River to Glenwood Lane that include providing off-site stormwater detention to attenuate peak flows and an improved closed drainage system (including box sewers up to a size of 8' x 10') to more efficiently convey stormwater runoff from areas draining to Central Road.

### **DuPage County - Drainage Improvements | DuPage County, IL**

Project Manager for drainage improvement projects to alleviate local nuisance and structural flooding problems. Included storm sewer extensions, inlet capacity improvements, ditch improvements, re-direction of downspouts, and site grading.



## Thomas Hagensee, PLS

Surveyor

Tom Hagensee has over 40 years of experience in surveying, which helps him to efficiently navigate the documentation and research process required for a large number of projects. He works on ALTA and topographic surveys, boundary surveys, and construction layout.

### Experience

#### City of Crystal Lake | Oak Street Improvements | *Crystal Lake, IL*

Surveyor for design engineering services for improvements to Oak Street:

- **Oak Street and Route 176 Intersection Improvement:** \$1M project involving traffic signal modernization, the addition of northbound and southbound left turn lanes, and ADA compliance utilizing MFT funding.
- **New Pedestrian Path:** \$0.5M multi-use path along west side of Oak Street from Route 176 to Union Pacific Railroad tracks utilizing federal ITEP and MFT funding.

#### Will County DOT | Francis Road (CH 64) and Marley Road Intersection Improvements | *New Lenox and Mokena, IL*

Surveyor for preliminary and design engineering services to improve the intersection. Services include performing a detailed topographic survey and surveys for ROW acquisitions or construction easements. Bowman is providing plans, specifications and estimates for pavement widening and traffic channelization, new traffic signals, drainage improvements, and modification of driveway access.

#### S. State Street Right of Way and Topographic Survey | *Chicago, IL*

Surveyor for ROW Survey for approximately six miles on S. State Street from Roosevelt Road south to 60th Street. Work included locating ROW, utilities, curbs, sidewalk, and utility markings, and preparing base map for design. (2013)

#### Hanson Stadium | *Chicago, IL*

Surveyor for boundary survey of a 60-acre Chicago Public School site and a 15-acre topographic survey within the boundary. Work included locating and analyzing the boundary monuments; locating utilities, rims and inverts, curbs, sidewalks, fences, and a 50-ft grid of 15-acre site; and preparing base map for design and Plat of Survey.

#### IDOT Cold Storage Facility | *New Lenox, IL*

Surveyor for boundary and topographic survey of IDOT facility located at the southeast corner of Route 30 and I-80. Work included locating and analyzing the boundary monuments; locating utilities, rims and inverts, curbs, sidewalks, fences, and a 50-ft grid of the 8.3-acre site. Prepared base map for design and Plat of Survey.

#### Campers Inn RV | ALTA and Topographic Survey | *Richfield, WI*

Surveyor for an ALTA survey of a 20.37 acre site on Pioneer Road in Richfield, WI. Work included locating existing buildings, fences, utilities and easements.

#### Galena and Kennedy Roads | *Yorkville, IL*

Surveyor for staking of 1400 LF centerline of fiber conduit for fiber installation.

### Education

B.S. Geology, Illinois State University, Normal, IL, 1973

### Registrations

Professional Land Surveyor:  
Illinois (#035-002419) 1977

### Certifications

Union Pacific Rail Road Safety Certified, 2014

Walsh Construction Company  
Construction Site Safety Training, 2011

OSHA Confined Space Training, 2016

GIS Certification, College of DuPage, 2011

First Aid and CPR Training, 2011

National Safety Council Flagger  
Training, 2011

### Associations

Illinois Professional Land Surveyors  
Association

Indiana Society of Professional Land  
Surveyors

Wisconsin Society of Land Surveyors

National Society of Professional  
Surveyors



## Jeffrey Druckman, PMP

*Construction Manager*

Jeff Druckman has 40 years of experience in the transportation industry, with a focus on construction management. He serves as program manager, construction manager, or project manager on large projects for a variety of clients, with particular expertise in transportation infrastructure for government agencies at the local and state levels. Jeff has a thorough understanding of the construction process and the Owner-Engineer-Contractor relationship, continually working to enhance communication among all project team members, the client, and contractor representatives.

### Education

B.S. Civil Engineering, Southern Illinois University, 1983

### Registrations

Project Management Professional: Illinois (#1361729) 2010

### Certifications

IDOT Hazardous Materials Trainer  
OSHA 30-Hour Construction

### Experience

#### **Central Road Resurfacing** | *Village of Mount Prospect, IL*

Project Manager for construction engineering services for the resurfacing of Central Road between Westgate Road and Wolf Road. The project also includes replacement of sidewalk ramps with ADA-compliant ramps. Although only 0.5 miles in length, this project impacts residents, businesses, and churches. In addition, residential streets on the south side of Central Road are in the City of Des Plaines.

#### **Forest Preserves of Cook County - Various Engineering Services for Districtwide Transportation Improvements** | *Cook County, IL*

Principal in Charge for engineering services under task order contract for Forest Preserve projects. Work includes construction engineering, support for the District's pavement inspection program, and contract documents for District's annual access road, parking lot, and trail rehab programs, including resurfacing, ADA improvements, geometric modifications to incorporate green infrastructure, pavement reductions, new construction, or permeable paver retrofits.

#### **Cumberland Avenue Reconstruction** | *Village of Niles, IL*

Resident Engineer for \$3M FAUS reconstruction of one mile of Cumberland Avenue between Dempster Street and Oakton Avenue. Work included complete removal and replacement with curb and gutter and bituminous pavement material, storm sewer, water main, and traffic signals.

#### **Washington Street Reconstruction** | *Villages of Niles and Morton Grove, IL*

Project Manager for one-mile widening and reconstruction of Washington Street that included pavement rehabilitation and reconstruction, curb and gutter installation, on-street parking, new stormwater drainage systems, traffic signal modernization at the Golf Road intersection, and PCC sidewalk and driveway replacement. The centerline of Washington Street is also the border between Niles and Morton Grove, and coordination with affected businesses and residents was a critical task.

#### **Green Bay Road Reconstruction** | *Village of Wilmette, IL*

Project Manager for construction engineering services for \$2.6M reconstruction of Green Bay Road from southern to northern Village limits. Included removal and replacement of curb and gutter, PC Concrete patching, roadway resurfacing, new traffic signals, three intersections that included nearside signals at railroad crossings, and new sidewalks the length of Green Bay Road.

## Jeffrey Druckman, PMP

Construction Manager

### **Kimball Street and State Street** | *City of Elgin, IL*

Project Manager for construction engineering services for reconstruction of two key arterial streets serving massive traffic volumes and crossing Fox River. Included pavement reconstruction and widening of 3,400 ft of Kimball Street, resurfacing on State Street (Illinois Route 31), new traffic signals at six intersection locations, new storm sewers, street and pedestrian lighting, extensive landscape, and streetscape improvements and modifications to the Kimball Street grade crossing.

### **Cook County DOTD - Pavement Preservation & Rehabilitation** | *Cook County, IL*

Project Manager for task order contract to provide construction engineering services on projects throughout Cook County. Includes constructability review, resident engineering, construction inspection to ensure compliance with contract plans, documentation, materials coordination and QA testing, and surveying. Projects include the \$15M 2023 and \$17M 2022 pavement maintenance programs, \$6.5M Cal-Sag Street Truss Strengthening, \$3.5M 87th Street Bridge over B&OCT Railroad and the \$1M 151st Street over Boca Rio Ditch Culvert Replacement.

### **2021 Concrete Street Patching** | *Village of Northbrook, IL*

Principal in Charge for construction engineering services for removal and replacement of Portland cement concrete pavement in the Sutton Point Subdivision, which included replacing existing storm sewer inlets.

### **Sanders Rd and Dundee Rd Intersection** | *Village of Northbrook, IL*

Principal in Charge for construction engineering services for pedestrian improvements including installation of pedestrian signal head, pedestrian push buttons, sidewalk removal and installation, striping, and restoration.

### **IDOT - Roadways Resurfacing** | *Joliet and other cities, IL*

Project Manager for construction inspection services as part of Quality Control/Quality Assurance (QC/QA) and Phase III Various/Various program for roadway repair and resurfacing. Responsible for assigning staff, reviewing daily reports from the field, and serving as a technical mentor to field staff.

### **Huntington Subdivision Improvements** | *Village of Northbrook, IL*

Project Manager for construction engineering services for the replacement of 6 to 12-in cast iron water main with 8 to 12-in ductile iron or PVC water main using the open cut method. The project also includes roadway reconstruction of 30,000 SY of deteriorated asphalt pavement.

### **South Lane Water Main Improvements** | *Village of Northbrook, IL*

Project Manager for construction engineering services for the replacement of 1,000 ft of 4-in cast iron water main from Voltz Road to the dead end at 1810 South Lane as well as construction of 400 ft of new looping main to Driftwood Lane to enhance flow capacity and provide better water quality to village residents.



## Ashley Griffin, EIT

Construction Engineer

Ashley Griffin is a construction engineer with over three years of experience working on transportation infrastructure projects. Her technical skills include use of Top Con GPS, Total Station and Data Collector, which uses Magnet Field Application for survey, and engineering software proficiency in MicroStation, e-Builder, Bluebeam, Microsoft Office and IDOT's Construction and Materials Management System (CMMS).

### Experience

#### **Central Road Resurfacing** | *Village of Mount Prospect, IL*

Construction Engineer for construction engineering services for the resurfacing of Central Road between Westgate Road and Wolf Road. The STP-funded project includes replacement of sidewalk ramps with ADA ramps. Although only 0.5 miles in length, this project impacts residents, businesses, and churches. In addition, residential streets on the south side of Central Road are in the City of Des Plaines.

#### **Cook County DOT - Pavement Preservation & Rehabilitation** | *Cook County, IL*

Construction Inspector and Documentation Engineer for task order contract to provide Phase III construction engineering services on pavement resurfacing projects in Cook County. Includes constructability review, resident engineering, construction inspection to ensure compliance with contract plans, documentation, materials coordination and QA testing and surveying. Projects include:

- **2023 Pavement Maintenance Program.** \$15M program.
- **87th St Bridge over B&OCT Railroad:** \$3.5M contract involving the full bridge deck, parapet and approach slab reconstruction, along with structural steel girder and substructure repairs.
- **151st St Over Boca Rio Ditch Culvert Replacement and Channel Improvements:** \$1M contract involving precast concrete double box culvert installation and ditch improvements within residential Oak Forest.

#### **DuPage County DOT - Various Construction Engineering** | *DuPage County, IL*

Construction Engineer for projects that included the following:

- **2023 Pavement Marking Maintenance:** \$495,000 project to remove and replace various systemwide pavement markings.
- **DuPage County Fairgrounds 2023 Parking Lot Improvements:** \$353,000 project that included coordinating removal limits, witnessing subgrade proof rolling and laid out undercuts, and inspecting HMA paving, pavement markings and signage.

#### **Illinois Tollway - Tri-State Tollway (I-294), Roadway Reconstruction and Widening, Ogden Avenue (MP 27.8) to Cermak Road (MP 29.5)** | *Cook County, IL*

Construction Engineer for construction engineering services for \$150M widening and reconstruction of 1.7 miles of Central Tri-State Tollway. In addition to complex roadway and ramp work, this project also involves a bridge over Salt Creek, bridge repairs, retaining walls, noise walls, compensatory storage and detention ponds, a new drainage system and utility work.

### Education

B.S. Civil, Materials and Environmental Engineering, University of Illinois at Chicago, 2021

### Registrations

Professional Engineer Intern:  
Illinois (#061-041300)

### Certifications

IDOT Documentation of Contract Quantities (#23-20549), Expires 2/22/27

American Concrete Institute (ACI), Field Technician I (#02171864), Expires 5/17/27

PCC Level I, 2022 - 2027

### Associations

National Council of Examiners for Engineering and Surveying (NCEES)

American Society of Civil Engineers

## Related Experience



## Various Engineering Services - Districtwide Improvements

*Forest Preserve District of Cook County, Cook County, IL*

Bowman is providing contract documents for the District's annual access road, parking lot, and trail rehab programs, including resurfacing, ADA improvements, geometric modifications to incorporate green infrastructure, pavement reductions, new construction, or permeable paver retrofits at locations throughout Cook County. Bowman effectively coordinates with other agencies, especially with respect to the complicated permitting process, to ensure each project remains on schedule. Bowman also provided construction engineering services for the improvements to access roads, parking lots, trails, culverts and drainage.



## Oak Street Improvements

*City of Crystal Lake, IL*

Bowman is providing design engineering services for MFT and ITEP funded improvements to Oak Street:

- **Oak Street and Route 176 Intersection Improvement:** Traffic signal modernization, the addition of northbound and southbound left turn lanes, and ADA compliance utilizing MFT funding. (\$1M)
- **New Pedestrian Path:** A multi-use path along the west side of Oak Street from Route 176 to the Union Pacific Railroad tracks utilizing federal ITEP and MFT funding. (\$0.5M)



## Parking Lot Reconstruction - Three Locations

*City of Highland Park, IL*

Bowman performed a site assessment and detailed topographic survey; analyzed traffic flow, ADA accessibility and safety considerations; and prepared contract plans, specifications and estimates to reconstruct three parking lots at Lot No 11 Ori North, FAC 9 Community House Ease Lot and Alley Parking and FAC 10 City Hall East (officials). Work includes the installation of permeable paver stalls and underdrains, asphalt pavement in aisles and entrances, parking space configuration, curb and gutter and framing curb, sign removal and replacement, and sidewalk removal and replacement. A public meeting was conducted to coordinate the project details. Bowman worked with the City and other consultants to incorporate rain garden details, landscaping, soils analysis and lighting.

## Related Experience



### 75th Street Intersection Improvements

*DuPage County Division of Transportation, DuPage County, IL*

Bowman provided preliminary and design engineering services for improve the safety and capacity at four 75th Street intersections. Design elements for this \$4.5M project included maintenance of traffic planning, roadway widening and grading/drainage modifications, IDOT and DuDOT coordination, traffic signal modernizations and permit authorizations with DuPage County Stormwater Management. Work also involved the evaluation and upgrade of 16 pedestrian/bike crossings providing connections and access to residential and commercial properties, the Southern DuPage County Regional Trail, Lincoln Jr. High School, the Greene Valley Forest Preserve and Greene Trail. All crossings were designed to meet current ADA and PROWAG standards.



### Burley Avenue Improvements

*City of Chicago, IL*

Bowman is providing design engineering services for 13,500 ft of roadway reconstruction and new construction for Burley Avenue. The project includes pavement and curb and gutter reconstruction, a multi-use path, on-street bicycle lanes, sidewalk reconstruction, modification to driveways and access, ADA curb ramp upgrades, traffic signal installations, railroad grade crossing reconstructions, landscaping enhancements and new storm sewers and drainage structures. The \$35M project involves permits from USACE (Section 404), IDNR, MWRD, IEPA, and the City of Chicago.



### 55th Street Widen and Overlay

*Illinois Department of Transportation, Cook County, IL*

Bowman provided design engineering services for \$6.7M in improvements to 55th Street to address safety and operational needs and provide expanded pedestrian accommodations. The work included roadway widening and resurfacing, traffic signal modernization at four intersections, a multi-use path along the north side of 55th Street from Wolf Road to west of Plainfield Road, ADA ramps throughout the project limits, and improvements to the open and closed drainage systems. This project included coordination with the municipalities of Western Springs, Countryside and LaGrange.

## Related Experience



### Central Road Resurfacing

*Village of Mount Prospect, IL*

Bowman is providing construction engineering services for the STP-funded resurfacing of Central Road between Westgate and Wolf Roads. The project also includes replacement of sidewalk ramps with ADA-compliant ramps. Although only 0.5 miles in length, this project impacts residents, businesses, and churches. In addition, residential streets on the south side of Central Road are in the City of Des Plaines. Bowman is providing on-site inspection, reviewing construction layouts and contract design changes, reviewing material submittals, preparing records, maintaining documentation, answering questions and resolving issues and concerns from impacted property owners, reviewing contractor progress, pay requests and change orders.



### Three Oaks Recreation Area Trail

*City of Crystal Lake, IL*

Bowman is providing construction engineering services for a new multi-use trail around the City-owned Three Oaks Recreation Area that includes ADA compliance. Bowman is providing on-site inspection, reviewing construction layouts and contract design changes, reviewing material submittals, preparing records, maintaining documentation, answering questions and resolving issues and concerns from impacted property owners, reviewing contractor progress, pay requests and change orders.



### Pavement Preservation and Rehabilitation Program

*Cook County Department of Transportation & Highways, Cook County, IL*

Bowman is providing construction engineering services under a work order contract that include constructability review, resident engineering, construction inspection, documentation, materials coordination and QA testing, and surveying. Projects include the \$15M 2023 Pavement Maintenance Program and \$17M 2022 Pavement Maintenance Program. Work included HMA roadway surface removal and replacement, diamond grinding, PCC and HMA pavement patching, PCC pavement, curb and gutter removal and replacement, HMA median surface removal and resurfacing, drainage and utility structure adjustment, pavement reflector removal and replacement pavement markers, pavement markings, storm sewer cleaning, traffic signals and traffic control.

# Project Understanding and Approach

# Project Understanding and Approach

## PROJECT UNDERSTANDING

Our team visited Wolf Road between Euclid Avenue and the train station property at the Village limits. The Village is proposing to build a sidewalk/pathway along the east side of Wolf Road for approximately 850 ft. The Village intends to connect the existing sidewalk north of Euclid Avenue to the train station property at the Village limits.

Wolf Road is a minor arterial under Illinois Department of Transportation (IDOT) jurisdiction. The property to the east of Wolf Road belongs to Commonwealth Edison (ComEd). Wolf Road consists of a curb and gutter and concrete pavement starting at the existing sidewalk at the south and extending north before transitioning to asphalt pavement and an open drainage system to the north end near the train station property.

With the exception of the existing sidewalk connection at the south end of the project, which is in the IDOT ROW, the sidewalk/pathway is proposed to be built on the ComEd property by obtaining a 10-ft-wide easement. Culverts, or other underground structures, are not permitted within the ComEd transmission property; therefore, the proposed culvert will need to be moved. The preliminary plan and easement may need to be revised. The Village will be responsible for revising the easement for any part of the route located on ComEd property. There may be a solution to the drainage issue that does not require revising the proposed easement plat.



One of the initial design tasks will be studying the connection to the existing sidewalk. There are ditch/depressional areas on the east side of Wolf Road. The culvert shown on the overall exhibit will not be permitted per ComEd's response. Bowman will present options to the Village for addressing the drainage issues in this area.

The connection to the existing sidewalk is in IDOT ROW and will require an IDOT permit.

From the connection to the existing sidewalk to approximately 250 ft north, the proposed sidewalk/path is in the Zone AE floodplain. The proposed work may be covered by Regional Permit 3 provided that no fencing or fill is placed in the floodplain and the sidewalk is built at or below grade. A permit determination from IDNR-OWR will be obtained.

A permit determination letter will be submitted to the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) to determine if a Watershed Management permit is required. The south end of the project is within a Flood Protection Area, and the overall project limits will be very close to triggering the 0.5-acre Development Area threshold. Paths less than 14 ft in width may be considered open space development.

## OBJECTIVES TO BE MET

The objective of the project is to provide a new sidewalk/pathway on the east side of Wolf Road from the existing sidewalk terminus approximately 850 ft south of the Village limits to the municipal boundary with Prospect Heights at the Metra station parking lot. Bowman intends to supply the Village with preliminary and final construction plans, necessary documentation to issue the contract documents for bid and construction engineering services to complete the improvement for the Village.

## PROJECT APPROACH

### Design Engineering Services

Bowman will reach out to regulatory agencies and begin the permitting process due to general lead times for approval. IDOT and ComEd coordination efforts will also be initiated to inform them of the proposed work within their respective properties. **Coordination efforts with ComEd and regulatory agencies will be the key drivers that impact the schedule.** The Village has scheduled construction work

# Project Understanding and Approach

to be completed by end of 2025. Bowman will utilize our relationships with these entities to advance this project. Bowman will perform a field survey of topography, existing utilities, IDOT right-of-way features, ComEd property lines and Village boundaries.

The design efforts will entail horizontal and vertical alignments, typical sections, transition details, grading, drainage accommodations and cross sections. The design efforts will be supplemented by developing quantity calculations and an opinion of the engineer's probable construction cost. **Bowman's construction staff will be involved during the preparation of contract plans to provide valuable constructability input on the project.** Contractor access, material storage areas and staging, along with requirements of working within and adjacent to ComEd property and facilities will be addressed during design. Bowman will assist with the bidding process as required by the Village.

## The following design scope tasks will be performed:

1. Coordinate a project kickoff meeting and monthly meetings with Village Staff.
2. Conduct data review and field investigation at the project location.
3. Perform a field survey of topography, utilities, and right-of-way features along the route of the proposed improvement. Plans will also show Village boundaries.
4. Coordinate with public utility companies, IDOT, MWRDGC and IDNR.
5. Prepare preliminary and final construction plans, details, specifications and bid documents.
6. Prepare preliminary and final cost estimates.
7. Prepare IDOT, MWRD and IDNR permits and obtain approval of plans and specifications from all appropriate agencies.
8. Assist with the bidding process.



*At Bowman, we treat our clients and their projects as our top priority. We understand that success is built on our ability to respond correctly and quickly to their needs.*



## Construction Engineering Services

During construction, Bowman will meet with Village staff to understand their goals, objectives and expectations of the project during construction. We will also establish communication protocols between the Village, Bowman and the contractor. All messaging will be coordinated with the Village in advance.

Once under construction, Bowman will provide part time construction engineering staff focusing on ensuring the contractor meets the requirements of working within and adjacent to the ComEd property and follows the necessary regulatory agency permit requirements.

**Budget Management:** Maintaining the construction budget is crucial for project success. To keep the project on schedule, we will continually measure and track quantities and prepare as-builts as work is completed.

**Project Controls and Documentation:** Accurate record-keeping is essential for project success and efficient close-out. Bowman places project controls at the heart of the decision-making process, not just as a record of past events. We provide complete and comprehensive documentation that meets federal, state and Village requirements. Our field staff are adept at preparing project records to the highest standards.

**Permits/Noise, Erosion, and Pollution Mitigation:** Bowman will implement and enforce the Storm Water Pollution Prevention Plan (SWPPP). We will work closely with the contractor to minimize noise, dust, and construction debris, and maintain an organized work zone.

# Project Understanding and Approach

## The following construction engineering tasks will be performed:

1. Coordinate a pre-construction meeting with Village staff and the contractor.
2. Provide horizontal and vertical construction layout of the proposed improvements as necessary.
3. Provide construction supervision and inspection.
4. Attend and conduct weekly construction coordination/status meetings.
5. Prepare continual construction punch-list.
6. Prepare bi-weekly pay estimates for contractor work performed.
7. Coordinate final inspection and paperwork.
8. Prepare as-built drawings.

## PROJECTED HOURS TO COMPLETE PROJECT

The projected number of hours to complete the project broken down by task and personnel is outlined in our attached cost proposal.

## PROJECT SCHEDULE

Project Kickoff Meeting – March 26, 2025

Complete Survey/Field Work – April 18, 2025

Preliminary Plan Submittal – May 7, 2025

Final Plan, Specification, Estimate – August 8, 2025  
*(subject to change based on permitting)*

Bid Opening – September 12, 2025

Start Construction – October 17, 2025

Substantial Completion – November 26, 2025

Final Construction – December 12, 2025

As-Built (Completed) – December 30, 2025





# Cost Proposal

**Bowman's Fee Proposal**

Village of Mount Prospect Design & Construction Engineering Services for Wolf Road Sidewalk Project																								
DESIGN: TASK AND HOURS																								
										TOTAL HRS			Principal	Project Manager	Engineer III	Engineer II	Constr Eng. II	Engineer I	CAD Technician	Proj. Administration	HRS	COST		
													\$ 86.00	\$ 77.72	\$ 44.43	\$ 40.30	\$ 44.97	\$ 30.05	\$ 51.21	\$ 44.72				
<b>1.0</b>	<b>Meetings with Village Staff</b>									<b>24</b>														
A)	Kickoff Meeting	1	meeting x	2	hours x	2	pp =			4			2	2								4	\$ 327.44	
B)	Monthly Meetings	5	meeting x	2	hours x	2	pp =			20			10	10								20	\$ 1,221.50	
											\$ 172.00	\$ 932.64	\$ 444.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>24</b>	<b>\$ 1,548.94</b>	
<b>2.0</b>	<b>Data Review and Field Inspection</b>									<b>18</b>														
A)	Data Review	1	task x	2	hours =					2			1	1								2	\$ 122.15	
B)	Field Inspection	1	visit x	8	hours x	2	pp =			16			8	8								16	\$ 977.20	
											\$ -	\$ 699.48	\$ 399.87	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>18</b>	<b>\$ 1,099.35</b>	
<b>3.0</b>	<b>Topographic Survey in State Plane Coordinates &amp; Delivery to Village of AutoCAD &amp; ArcGIS Files</b>									<b>27</b>														
A)	Topographic Survey (features, utilities, ROW) of the 850' along the path and 30' east of the IDOT ROW												3	10								13	\$ 677.46	
																							\$ -	
																							\$ -	
B)	CAD (Desktop Analysis)																		14			14	\$ 716.94	
											\$ -	\$ 233.16	\$ 444.30	\$ -	\$ -	\$ -	\$ -	\$ 716.94	\$ -	\$ -	<b>27</b>	<b>\$ 1,394.40</b>		
<b>4.0</b>	<b>Coordinate with Public Utilities and Agencies</b>									<b>9</b>														
A)	Utility Staff (ComEd)																							
i.	Coordination	2	meetings x	1	hours x	2	pp =			4			4									4	\$ 310.88	
B)	Regulatory Agencies																						\$ -	
i.	MWRD Coordination	2	meeting x	1	hours x	1	pp =			2			2									2	\$ 155.44	
ii.	IDNR Coordination	1	meeting x	1	hour x	1	pp =			1			1									1	\$ 77.72	
C)	IDOT Staff																						\$ -	
i.	Plans/Permit Coordination	2	meeting x	1	hours x	1	pp =			2			2									2	\$ 155.44	
											\$ -	\$ 699.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>9</b>	<b>\$ 699.48</b>		

**Bowman's Fee Proposal**

DESIGN: TASK AND HOURS							Principal	Project Manager	Engineer III	Engineer II	Constr Eng. II	Engineer I	CAD Technician	Proj. Administration	HRS	COST		
						TOTAL HRS	\$ 86.00	\$ 77.72	\$ 44.43	\$ 40.30	\$ 44.97	\$ 30.05	\$ 51.21	\$ 44.72				
<b>5.0</b>	<b>Construction Plans, Details, Specifications and Bid Documents</b>					120												
	<i>Assume 1,000 LF project layout, 500 LF per dwg = 2 dwg</i>																	
A)	Title/Index/Std Sheet	1	dwg x	1	hours =	1			1						1	\$	44.43	
B)	General Notes Sheet	1	dwg x	2	hours =	2			1				1		2	\$	95.64	
C)	Summary of Quantities & Quantity Calcs	15	quant x	1	hours =	15		2	4	9					15	\$	695.86	
D)	Alignment, Benchmark & Ties	1	dwg x	2	hours =	2		1	1						2	\$	122.15	
E)	Schedule of Quantities	1	dwg x	4	hours =	4			2	2					4	\$	169.46	
F)	Ex./Prop. Typical Section Sheets	1	dwg x	6	hours =	6		1	1	2		2			6	\$	262.85	
G)	Existing Conditions/Removal Plans	2	dwg x	8	hours =	16		1	2	4		9			16	\$	598.23	
H)	Roadway/Drainage Plan & Profile	2	dwg x	16	hours =	32		2	6	12		12			32	\$	1,266.22	
I)	Erosion & Sediment Contol Plans	2	dwg x	6	hours =	12		1	4	7					12	\$	537.54	
J)	ADA Ramp Details (1 curb ramp)	1	detail x	4	hours =	4		1	1			2			4	\$	182.25	
K)	Construction Details (Mt. Prospect, IDOT)	2	details x	1	hours =	2				2					2	\$	80.60	
L)	Specifications	1	pkg x	24	hours =	24		4	8	12					24	\$	1,149.92	
							\$ -	\$ 1,010.36	\$ 1,377.33	\$ 2,015.00	\$ -	\$ 751.25	\$ 51.21	\$ -	120	\$	5,205.15	
<b>6.0</b>	<b>Cost Estimates</b>					6												
A)	Preliminary and Final	2	CE x	3	hours =	6		1	1	4					6	\$	341.44	
							\$ 86.00	\$ 77.72	\$ 177.72	\$ -	\$ -	\$ -	\$ -	\$ -	6	\$	341.44	
<b>7.0</b>	<b>Permitting</b>					24												
A)	IDOT Highway Permit	1	task x	8	hours =	8			2	6					8	\$	422.02	
B)	ComEd Permit	1	task x	8	hours =	8			2	6					8	\$	422.02	
C)	MWRD Determination Letter and Permit																	
i.	Determination Letter	1	task x	2	hours =	2			2						2	\$	155.44	
ii.	Permit	1	task x	4	hours =	4			2	2					4	\$	244.30	
D)	IDNR - Region 3 Permit																	
i.	Letter to IDNR	1	task x	2	hours =	2			2						2	\$	155.44	
							\$ -	\$ 777.20	\$ 622.02	\$ -	\$ -	\$ -	\$ -	\$ -	24	\$	1,399.22	
<b>8.0</b>	<b>Assist with Bidding Process</b>					6												
A)	Prepare Bid Documents	1	task x	4	hours =	4		1	1	2					4	\$	252.58	
B)	Q/A from Contractor during bidding	4	Q/A x	0.5	hours =	2			2						2	\$	155.44	
							\$ 86.00	\$ 233.16	\$ 88.86	\$ -	\$ -	\$ -	\$ -	\$ -	6	\$	408.02	
<b>9.0</b>	<b>Quality Assurance/Quality Control</b>					9												
A)	Estimate of 4% of the subtotal hours	234	hours x	4%	=	9		2	7						0	\$	-	
							\$ 172.00	\$ 544.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	9	\$	716.04	
<b>10.0</b>	<b>Administration/Management</b>					9												
A)	Estimate of 4% of the subtotal hours	243	hours x	4%	=	9		4	2					3	0	\$	-	
							\$ 344.00	\$ 155.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 134.16	9	\$	633.60	





**Bowman**



## Item Cover Page

<b>Subject</b>	<b>Motion to accept the State of Illinois Joint Bid results and authorize the purchase of one 2027 International HV607 Chassis from Rush Truck Centers of Huntley, Illinois at a cost not to exceed \$122,096.70.</b>
Meeting	May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	Y
Dollar Amount	\$122,096.70
Budget Source	Vehicle Replacement Fund
Category	CONSENT AGENDA
Type	Action Item

### Information

In the current budget, there are sufficient funds available to replace one 5-ton dump truck utilized by the Public Works Department. Vehicle 4550 is a 2010 International 5-ton dump truck equipped with front and under-body plows, salt spreader, pre-wet tanks and pumps, and a leaf box. This truck’s main function is snow and ice control in the winter. During other months, it is used for civic events, utilized as a dump truck to haul debris, gravel, sand, trailers, and leaves during our fall leaf pickup program.

### Replacement Policy

The current vehicle has been evaluated utilizing the Public Works Department’s detailed comprehensive replacement policy. The policy uses a point-based criterion that rates the vehicle on the following four major factors including age, mileage, repair and maintenance (R&M) costs, and condition of the body/mechanical components. A point total equaling or exceeding eleven out of sixteen indicates that the vehicle should be replaced.

This vehicle scored out of sixteen, indicating it should be replaced. The vehicle examination form is attached.

### Discussion

The vehicle will require significant investment of funds if service life is extended. Approximately \$54,000 of repair work, including replacement of the hydraulic system. The repair costs are delineated on the attached vehicle evaluation form.

The current vehicle has a resale value of \$15,000.

The Village meets the requirement to purchase this vehicle through the State of Illinois joint purchasing agreement administered by the Office of Central Management Services. This contract is publicly bid and satisfies the requirements of the Village of Mount Prospect

Purchasing Policy.

Delivery of the new vehicle is expected within 90 days of the purchase order.

The new vehicle will be inspected by the dealer in Huntley, Illinois before being delivered to the Mount Prospect Public Works facility. After delivery of the new chassis, staff will start equipment up-fitting, which takes approximately six months.

The replaced vehicle will be sold through the [GovDeals.com](http://GovDeals.com) internet auction.

Staff recommends including a 10% contingency of \$11,099.70 in the purchase of 4550 to allow for the potential inclusion of tariff and delivery costs. This would result in a total recommended award of \$122,096.70 (Bid \$110,997 + Contingency \$11,099.70).

### **Alternatives**

1. Accept State of Illinois joint purchasing results for procurement of one new 2027 International HV607 cab and chassis from Rush Truck Centers, of Huntley, Illinois.
2. Action at the discretion of the Village Board.

### **Staff Recommendation**

Staff recommends that the Village Board accept State of Illinois joint bid results and authorize the purchase of one (1) new 2027 International HV607 cab and chassis from Rush Truck Centers of Huntley, Illinois at a cost not to exceed \$122,096.70.

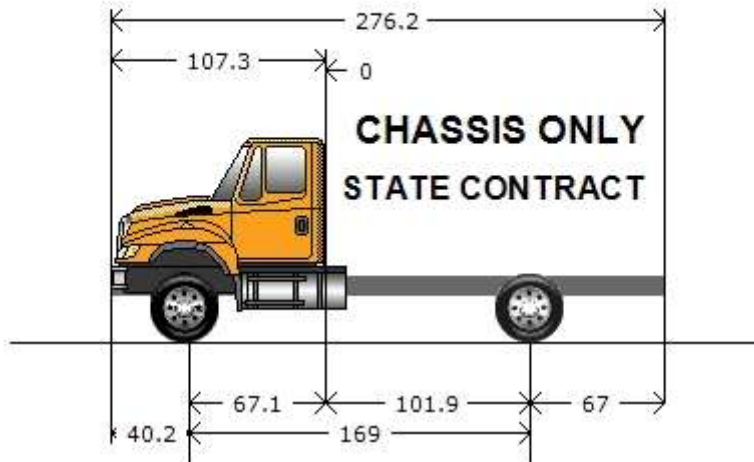
### **Attachments**

1. Current 4550
2. Mt. Propsect Chassis Only - 2026pdf
3. 2027 HV607 PIC
4. 4550-2026 Vehicle\_Equipment Condition Evaluation Form



**Prepared For:**  
 VILLAGE OF MOUNT PROSPECT  
 KEVIN DELUCA  
 1700 W Central Rd.  
 Mount Prospect, IL 60056-2229  
 (847)870 - 5640  
 Reference ID: STATE CONTRACT

**Presented By:**  
 RUSH TRK CTR OF N IL  
 David R Mueller  
 4655 S CENTRAL AVE.  
 CHICAGO IL 60638 - 1547  
 (708)295-5800



**Model Profile**  
**2027 HV607 SBA (HV607)**

**AXLE CONFIG:** 4X2  
**MISSION:** Requested GVWR: 35000. Calc. GVWR: 39000. Calc. GCWR: 80000  
**DIMENSION:** Wheelbase: 169.00, CA: 101.90, Axle to Frame: 67.00  
**ENGINE, DIESEL:** {Cummins L9 330} EPA 2024, 330HP @ 2200 RPM, 1000 lb-ft Torque @ 1200 RPM, 2200 RPM Governed Speed, 330 Peak HP (Max)  
**TRANSMISSION, AUTOMATIC:** {Allison 3000 RDS} 6th Generation Controls, Close Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway  
**CLUTCH:** Omit Item (Clutch & Control)  
**AXLE, FRONT NON-DRIVING:** {Meritor MFS-16-143A} Wide Track, I-Beam Type, 16,000-lb Capacity  
**AXLE, REAR, SINGLE:** {Meritor RS-23-160} Single Reduction, 23,000-lb Capacity, 200 Wheel Ends Gear Ratio: 6.43  
**CAB:** Conventional, Day Cab  
**TIRE, FRONT:** (2) 315/80R22.5 Load Range L HAU 3 WT (CONTINENTAL), 480 rev/mile, 68 MPH, All-Position  
**TIRE, REAR:** (4) 11R22.5 Load Range H HDR2+ (CONTINENTAL), 491 rev/mile, 75 MPH, Drive  
**SUSPENSION, REAR, AIR, SINGLE:** {Hendrickson PRIMAAAX EX} 23,000-lb Capacity, 9.0" Ride Height, with Shock Absorbers  
**PAINT:** Cab schematic 100WL  
 Location 1: 4421, School Bus Yellow (Std)  
 Chassis schematic N/A

**Description**

Base Chassis, Model HV607 SBA with 169.00 Wheelbase, 101.90 CA, and 67.00 Axle to Frame.

TOW HOOK, FRONT (2) Frame Mounted

AXLE CONFIGURATION 4x2

FRAME RAILS Heat Treated Alloy Steel (120,000 PSI Yield); 10.866" x 3.622" x 0.437" (276.0mm x 92.0mm x 11.1mm); 456.0" (11582mm) Maximum OAL

BUMPER, FRONT Swept Back, Steel, Heavy Duty

FRAME DIMPLE Dimple on Left and Right Top Flange of Frame Rail to Reference Rear Axle Centerline

FRAME EXTENSION, FRONT Integral; 20" In Front of Grille

WHEELBASE RANGE 138" (350cm) Through and Including 187" (475cm)

AXLE, FRONT NON-DRIVING {Meritor MFS-16-143A} Wide Track, I-Beam Type, 16,000-lb Capacity

SPRINGS, FRONT AUXILIARY Rubber

SUSPENSION, FRONT, SPRING Parabolic Taper Leaf, Shackle Type, 16,000-lb Capacity, with Shock Absorbers

BRAKE SYSTEM, AIR Dual System for Straight Truck Applications

TRAILER CONNECTIONS Four-Wheel, with Hand Control Valve and Tractor Protection Valve, for Straight Truck

DRAIN VALVE {Bendix DV-2} Automatic, with Heater, for Air Tank

AIR BRAKE ABS {Bendix AntiLock Brake System} 4-Channel (4 Sensor/4 Modulator) Full Vehicle Wheel Control System

AIR DRYER {Bendix AD-IP} with Heater

BRAKE CHAMBERS, REAR AXLE {Bendix EverSure} 30/30 SqrIn Spring Brake

BRAKE CHAMBERS, FRONT AXLE {Bendix} 24 SqrIn

BRAKE, PARKING Manual Push-Pull Pneumatic Parking Brake

SLACK ADJUSTERS, FRONT {Haldex} Automatic

SLACK ADJUSTERS, REAR {Haldex} Automatic

AIR COMPRESSOR {Cummins} 18.7 CFM

AIR DRYER LOCATION Mounted Inside Left Rail, Back of Cab

AIR TANK LOCATION (2) Mounted Under Battery Box, Outside Right Rail, Back of Cab, Perpendicular to Rail

DUST SHIELDS, FRONT BRAKE for Air Cam Brakes

DUST SHIELDS, REAR BRAKE for Air Cam Brakes

BRAKES, REAR {Meritor 16.5X7 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 16.5" X 7", 23,000-lb Capacity per Axle

BRAKES, FRONT {Meritor 16.5X6 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 16.5" X 6", 23,000-lb Capacity

STEERING COLUMN Tilting and Telescoping

STEERING WHEEL 4-Spoke; 18" Dia., Black

STEERING GEAR {Sheppard M110} Power

DRIVELINE SYSTEM {Dana Spicer} SPL140, for 4x2/6x2

AFTERTREATMENT COVER Aluminum

**Description**

EXHAUST SYSTEM Horizontal Aftertreatment System, Frame Mounted Right Side Under Cab, for Single Vertical Tail Pipe, Frame Mounted Right Side Back of Cab, for Improved Ground Clearance

TAIL PIPE (1) Turnback Type

MUFFLER/TAIL PIPE GUARD (1) Bright Stainless Steel

EXHAUST HEIGHT 10'

ELECTRICAL SYSTEM 12-Volt, Standard Equipment

CIGAR LIGHTER Includes Ash Cup

ALTERNATOR {Leece-Neville AVI160P2013} Brush Type, 12 Volt, 160 Amp Capacity, Pad Mount, with Remote Sense

BODY BUILDER WIRING Back of Day Cab at Left Frame or Under Sleeper, Extended or Crew Cab at Left Frame; Includes Sealed Connectors for Tail/Amber Turn/Marker/ Backup/Accessory Power/Ground and Sealed Connector for Stop/Turn

ELECTRIC TRAILER BRAKE/LIGHTS Accommodation Package to Rear of Frame; for Separate Trailer Stop, Tail, Turn, Marker Light Circuits; Includes Electric Trailer Brake accommodation package with Cab Connections for Mounting Customer Installed Electric Brake Unit, Less Trailer Socket

BATTERY SYSTEM {Fleetrite} Maintenance-Free, (3) 12-Volt 1980CCA Total, Top Threaded Stud

2-WAY RADIO Wiring Effects; Wiring with 20 Amp Fuse Protection, Includes Ignition Wire with 5 Amp Fuse, Wire Ends Heat Shrink and 10' Coil Taped to Base Harness

SPEAKERS (2) 6.5" Dual Cone Mounted in Doors

ANTENNA for Increased Roof Clearance Applications

RADIO AM/FM/WB/Clock/Bluetooth/USB Input/Auxiliary Input

TRAILER AUXILIARY FEED CIRCUIT for Electric Trailer Brake Accommodation/Air Trailer ABS; with 30 Amp Fuse and Relay, Controlled by Ignition Switch

AUXILIARY HARNESS 5.0' for Auxiliary Front Head Lights and Turn Signals for Front Plow Applications

HORN, ELECTRIC Disc Style

BATTERY BOX Steel, with Fiberglass Cover, 2-4 Battery Capacity, Mounted Right Side Perpendicular to Frame Rail, 35" Back of Cab

WINDSHIELD WIPER SPD CONTROL Force Wipers to Slowest Intermittent Speed When Park Brake Set and Wipers Left on for a Predetermined Time

SWITCH, TOGGLE, FOR WORK LIGHT Lighted; on Instrument Panel and Wiring Effects for Customer Furnished Back of Cab Light

CLEARANCE/MARKER LIGHTS (5) {Truck Lite} Amber LED Lights, Flush Mounted on Cab or Sunshade

STARTING MOTOR {Delco Remy 39MT} 12 Volt, Gear Reduced, with Thermal Over-Crank Protection

INDICATOR, LOW COOLANT LEVEL with Audible Alarm

CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses

TURN SIGNALS, FRONT Includes LED Side Turn Lights Mounted on Fender

HORN, AIR Single Trumpet, Black, with Lanyard Pull Cord

HEADLIGHTS Halogen

POWER SOURCE, ADDITIONAL Auxiliary Power Outlet (APO) with USB-A Port and USB-C Port, Located in the Instrument Panel

LOGOS EXTERIOR Model Badges

LOGOS EXTERIOR, ENGINE Badges

INSULATION, UNDER HOOD for Sound Abatement

**Description**

GRILLE Stationary, Chrome

INSULATION, SPLASH PANELS for Sound Abatement

FRONT END Tilting, Fiberglass, with Three Piece Construction, for WorkStar/HV

PAINT SCHEMATIC, PT-1 Single Color, Design 100

PAINT TYPE Base Coat/Clear Coat, 1-2 Tone

CONNECTED PLATFORM Includes Connectivity Module and Five Year Data Plan

PROMOTIONAL PACKAGE Government Silver Package

CLUTCH Omit Item (Clutch &amp; Control)

ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection

BLOCK HEATER, ENGINE 120V/1000W, for Cummins ISB/B6.7/ISL/L9 Engines

RADIATOR HOSES Silicone; Molded

ENGINE, DIESEL {Cummins L9 330} EPA 2024, 330HP @ 2200 RPM, 1000 lb-ft Torque @ 1200 RPM, 2200 RPM Governed Speed, 330 Peak HP (Max)

FAN DRIVE {Horton Drivemaster} Two-Speed Type, Direct Drive, with Residual Torque Device for Disengaged Fan Speed

RADIATOR Aluminum, Cross Flow, Front to Back System, 1228 SqIn, with 1167 SqIn Charge Air Cooler

AIR CLEANER Dual Element, with Integral Snow Valve and In-Cab Control

EMISSION, CALENDAR YEAR {Cummins L9} EPA, OBD and GHG Certified for Calendar Year 2024

THROTTLE, HAND CONTROL Engine Speed Control; Electronic, Stationary, Variable Speed; Mounted on Steering Wheel

EPA IDLE COMPLIANCE Low NOx Idle Engine, Complies with EPA Clean Air Regulations; Includes "Certified Clean Idle" Decal on Hood

CARB IDLE COMPLIANCE Does Not Comply with California Clean Air Idle Regulations

ENGINE CONTROL, REMOTE MOUNTED Provision for; Includes Wiring for Body Builder Installation of PTO Controls and Starter Lockout, with Ignition Switch Control, for Cummins B6.7 and L9 Engines

CARB EMISSION WARR COMPLIANCE Does Not Comply with CARB Emission Warranty

TRANSMISSION, AUTOMATIC {Allison 3000 RDS} 6th Generation Controls, Close Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway

OIL COOLER, TRANSMISSION {Modine} Water to Oil Type

SHIFT CONTROL PARAMETERS {Allison} 3000 or 4000 Series Transmissions, 3 Speed S1 Secondary Shift Schedule for 5 or 6 Speed

TRANSMISSION SHIFT CONTROL Column Mounted Stalk Shifter, Not for Use with Allison 1000 &amp; 2000 Series Transmission

TRANSMISSION OIL Synthetic; 29 thru 42 Pints

ALLISON SPARE INPUT/OUTPUT for Rugged Duty Series (RDS) and Regional Haul Series (RHS), General Purpose Trucks, Construction, Package Number 223

NEUTRAL AT STOP Allison Transmission Shifts to Neutral When Service Brake is Depressed and Vehicle is at Stop; Remains in Neutral Until Service Brake is Released

TRANSMISSION TCM LOCATION Located Inside Cab

PTO LOCATION Dual, Customer Intends to Install PTO at Left and/or Right Side of Transmission

AXLE, REAR, SINGLE {Meritor RS-23-160} Single Reduction, 23,000-lb Capacity, 200 Wheel Ends . Gear Ratio: 6.43

SUSPENSION AIR CONTROL VALVE Pressure Release Control In Cab

**Description**

SUSPENSION, REAR, AIR, SINGLE {Hendrickson PRIMAAX EX} 23,000-lb Capacity, 9.0" Ride Height, with Shock Absorbers

SUSPENSION LEVELING VALVE Dual Height; One Additional, for Air Ride Suspension

FUEL TANK STRAPS Bright Finish Stainless Steel

FUEL/WATER SEPARATOR {Racor 400 Series} 12 VDC Electric Heater, Includes Pre-Heater, with Primer Pump, Includes Water-in-Fuel Sensor, Mounted on Engine

FUEL TANK Top Draw, Non-Polished Aluminum, D-Style, 16" Tank Depth, 50 US Gal (189L), Mounted Left Side, Under Cab

DEF TANK 7 US Gal (26L) Capacity, Frame Mounted Outside Left Rail, Under Cab

CAB Conventional, Day Cab

HOOD MIRROR MOUNTING EFFECTS Omit Mirrors from 16SJX

AIR CONDITIONER with Integral Heater and Defroster

GAUGE CLUSTER Base Level; English with English Electronic Speedometer

GAUGE, OIL TEMP, AUTO TRANS for Allison Transmission

GAUGE, AIR CLEANER RESTRICTION {Filter-Minder} Mounted in Instrument Panel

IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster

SEAT, DRIVER {National 2000} Air Suspension, High Back with Integral Headrest, Vinyl, Isolator, 1 Chamber Lumbar, with 2 Position Front Cushion Adjust, -3 to +14 Degree Angle Back Adjust

GRAB HANDLE, EXTERIOR Chrome, Towel Bar Type, with Anti-Slip Rubber Inserts, for Cab Entry Mounted Left Side at B-Pillar

MIRROR, CONVEX, HOOD MOUNTED {Lang Mekra} (2) Right and Left Sides, Bright, Heated, 7.5" Sq.

SEAT, PASSENGER {National} Non Suspension, High Back, Fixed Back, Integral Headrest, Vinyl

MIRRORS (2) C-Loop, Power Adjust, Heated, LED Clearance Lights, Bright Heads and Arms, 7.5" x 14" Flat Glass, Includes 7.5" x 7" Convex Mirrors, for 102" Load Width

CAB INTERIOR TRIM Diamond, for Day Cab

MONITOR, TIRE PRESSURE Omit

WINDSHIELD Heated, Single Piece

ARM REST, RIGHT, DRIVER SEAT

WINDOW, POWER (2) and Power Door Locks, Left and Right Doors, Includes Express Down Feature

FRESH AIR FILTER Attached to Air Intake Cover on Cowl Tray in Front of Windshield Under Hood

CAB REAR SUSPENSION Air Bag Type

INSTRUMENT PANEL Flat Panel

WINDSHIELD WIPER BLADES Winter Type

ACCESS, CAB Steel, Driver & Passenger Sides, Two Steps per Door, for use with Day Cab and Extended Cab

WHEELS, FRONT {Accuride 29300} DISC; 22.5x9.00 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs

WHEELS, REAR {Maxion 91541} DUAL DISC; 22.5x8.25 Rims, Painted Steel, 2-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs

PAINT IDENTITY, REAR WHEELS Disc Rear Wheels; with Vendor Applied White Powder Coat Paint

WHEEL GUARDS, REAR {Accuride} for Metric Hub Piloted Wheels with Flanged Mounting Nuts, Mounted Between Hub & Wheel and Between Dual Wheels

**Description**

(4) TIRE, REAR 11R22.5 Load Range H HDR2+ (CONTINENTAL), 491 rev/mile, 75 MPH, Drive

(2) TIRE, FRONT 315/80R22.5 Load Range L HAU 3 WT (CONTINENTAL), 480 rev/mile, 68 MPH, All-Position

Cab schematic 100WL

Location 1: 4421, School Bus Yellow (Std)

Chassis schematic N/A

**Services Section:**

WARRANTY Standard for HV507/HV509, HV50B, HV607/HV609 Models, Effective with Vehicles Built July 1, 2017 or Later, CTS-2025A

MUNICIPAL LICENSE PLATES AND TITLE FEE

(US DOLLAR)

**Description**

**Price**

Net Sales Price:

\$110,997.00

ABOVE FIGURE IS FOR A CHASSIS ONLY

ABOVE FIGURE WAS CALCULATED USING STATE CONTRACT # 24-416CMS-BOSS4-B-41660

CHASSIS MUST BE BUILT PRIOR TO 12/31/2026 TO SECURE ABOVE PRICING

CHASSIS MUST BE PAID WITH IN 100 DAYS OF IT'S DROP SHIP DATE TO BODY OUTFITTER

PRICING DOES NOT INCLUDE ANY FUTURE/POTENTIAL INCREASES FOR THE FOLLOWING:  
NEW CUMMINS ENGINE OR ENGINE EMISSION SURCAHRGES, FREIGHT / DESTINATION FEES, RAW MATERIAL,  
COMMODITY SURCHARGES, TARIFFS OR TITLE FEES

NOTE: TIRE BRANDS AND TREAD DESIGNS CAN NOT BE GUARANTEED DUE TO TIRE SHORTAGES

Approved by Seller:

Accepted by Purchaser:

\_\_\_\_\_  
Official Title and Date

\_\_\_\_\_  
Firm or Business Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Signature and Date

This proposal is not binding upon the seller without  
Seller's Authorized Signature

\_\_\_\_\_  
Official Title and Date

If you haven't added a planned maintenance service contract to your proposal yet, please get in touch with your local dealer, International or IC Bus Sales Representative to learn more about the benefits when ordering together with the vehicle.

International® Financial offers loans, a full line up of lease options, and can establish a line of credit for use towards the purchase of International and IC Bus vehicles. Ask your dealer, International® or IC Bus® Sales Representative about completing an International Financial credit application and any promotional offers that may be available. International Financial services are provided by Navistar Financial Corporation.

The TOPS FET Calculation is an estimate for reference purposes only. The seller is responsible for calculating and reporting/paying appropriate FET to the IRS.

The limited warranties applicable to the vehicles described here in are International Motors, LLC\* standard printed warranties which are incorporated herein by reference and to which you have been provided a copy and hereby agree to their terms and conditions.



**Village of Mount Prospect**  
**Vehicle/Equipment Condition Evaluation Form**

Unit # \_\_\_\_\_ Assigned Dept./Div. \_\_\_\_\_

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Mileage: \_\_\_\_\_

Hours: \_\_\_\_\_ Date of Evaluation: \_\_\_\_\_ Performed By: \_\_\_\_\_

System	Diagnosis	Estimated Repair Cost
Engine		
Transmission		
Differential		
Exhaust System		
Cooling System		
Brakes		
Tires		
Steering		
Suspension		
HVAC		
Electrical		
Body/Frame		
Interior		
Other- describe		
<b>Total Estimated Repair Cost</b>		

Diagnosis Code	Code Description
Good	Systems are functioning well and no major repairs are expected.
Fair	Some major repairs are needed, but unit can remain in service a little longer in current condition.
Poor	Major repairs are required as soon as possible to ensure unit safety and reliability.

Appendix - B  
**Village of Mount Prospect**  
**Vehicle/Equipment Evaluation Summary Report**

Unit # \_\_\_\_\_ Assigned Dept./Div. \_\_\_\_\_

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Mileage: \_\_\_\_\_

Date of Evaluation: \_\_\_\_\_ Performed By: \_\_\_\_\_

**Ratings:**

Unit age: \_\_\_\_\_ Base Policy Age: \_\_\_\_\_ Points: \_\_\_\_\_

Mileage/Hrs: \_\_\_\_\_ Base Policy Mileage/Hrs: \_\_\_\_\_ Points: \_\_\_\_\_

**Maintenance Cost:**

Repair and Maintenance Cost: \$ \_\_\_\_\_ ÷ Purchase Price: \$ \_\_\_\_\_

Repair and Maintenance Percentage of Purchase Price: \_\_\_\_\_% Points: \_\_\_\_\_

**Condition Evaluation:** (*attach Vehicle Condition Evaluation Form*)

Estimated Repair Cost: \$ \_\_\_\_\_ ÷ Current Book Value: \$ \_\_\_\_\_

Repair Cost Percentage of Current Book Value: \_\_\_\_\_% Points: \_\_\_\_\_

<p><b><u>Total Ownership Cost Per Mile:</u></b></p> <p>(Lifetime Fuel + R&amp;M + Purchase Price) \$ _____</p> <p style="padding-left: 40px;">Less Salvage Value \$ _____</p> <p style="padding-left: 40px;">Net Lifetime Costs \$ _____</p> <p>Divided by Mileage/Hours _____</p> <p style="padding-left: 40px;">Operating Cost Per Mile/Hour \$ _____</p>
---

**Total Points:** \_\_\_\_\_

**Comments and other considerations:**

\_\_\_\_\_  
\_\_\_\_\_  
Superintendent's recommendation:  
\_\_\_\_\_  
\_\_\_\_\_

<p><b><u>Total Point Evaluation:</u></b> A point total equaling or exceeding eleven (11) indicates that the vehicle should be recommended for replacement. The point total is used to rank its replacement priority. The larger the number the higher the replacement priority will be.</p>
---



## Item Cover Page

<b>Subject</b>	<b>Motion to waive the rule requiring two readings of an ordinance and adopt AN ORDINANCE AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY OWNED BY THE VILLAGE OF MOUNT PROSPECT.</b>
Meeting	May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	N
Dollar Amount	NA
Budget Source	NA
Category	CONSENT AGENDA
Type	Ordinance

### Information

In the last year, the Village has accumulated a supply of surplus personal property that is no longer used or needed. The surplus property includes vehicles and equipment. Attached is a detailed list of the items to be declared surplus and an ordinance that authorizes the Village to sell the surplus items.

Surplus items will be sold using the GovDeals internet auction site. The auction can be utilized at any time and allows the Village a cost-effective alternative to sell surplus property to a nationwide market. The total administrative fee for utilizing this service is 12.5% of the final sales price, with the buyer paying the service fee. The Village has experienced considerable success utilizing GovDeals.

### Discussion

N/A

### Alternatives

1. Pass an ordinance authorizing the sale of surplus personal property owned by the Village of Mount Prospect.
2. Action at the discretion of the Village Board.

### Staff Recommendation

Staff recommends that the Village Board pass an ordinance authorizing the sale of surplus personal property owned by the Village of Mount Prospect.

### Attachments

1. Ordinance Sale of Personal Property
2. Exhibit A List of Surplus Items

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY OWNED BY THE VILLAGE OF MOUNT PROSPECT**

**WHEREAS**, pursuant to Section 11-76-4 of the Illinois Municipal Code (65 ILCS 5/11-76-4), the Corporate Authorities of the Village of Mount Prospect may dispose of personal property owned by the Village when, in the opinion of a simple majority of the Corporate Authorities, such property is no longer necessary or useful to, or for the best interests of, the Village; and

**WHEREAS**, President and Board of Trustees of the Village of Mount Prospect deem it no longer necessary, useful or in the best interests of the Village to retain the personal property described in Exhibit A, which is attached hereto and incorporated herein.

**NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MOUNT PROSPECT, COOK COUNTY, ILLINOIS, ACTING IN THE EXERCISE OF ITS HOME RULE POWER:**

**SECTION ONE:** The personal property, described in Exhibit A, is declared to be surplus personal property because it is no longer necessary, useful or in the best interests of the Village to retain.

**SECTION TWO:** The Village Manager, or his designee, is authorized to dispose of the Surplus Property in the manner described in Exhibit A.

**SECTION THREE:** This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form in the manner provided by law.

AYES:

NAYS:

ABSENT:

---

Paul Wm. Hoefert  
Mayor

ATTEST:

---

Karen Agoranos  
Village Clerk

<b>QTY.</b>	<b>Item Description</b>	<b>Equipment #</b>	<b>Serial #</b>	<b>Est. Value</b>	<b>Method of Sale</b>
1	2008 Acura TL Type S Police Seizure vehicle	661	19UUA76538A034094	\$ 2,000.00	Gov-Deals
1	2007 Cadillac Escalade Police Seizure vehicle	665	1GYFK63897R152285	\$ 4,000.00	Gov-Deals
1	Bobcat power rake attachment	NA	NA	\$ 500.00	Gov-Deals
1	1 Toro Lawn Mower.	LM68	210020884	\$ 40.00	Gov-Deals
1	Ariens RT8020 rototiller.	R52	RT8020	\$ 100.00	Gov-Deals
2	Mantis Tillers	R-42/C-53	7225-00-02	\$ 25.00	Gov-Deals
1	Honda Rototiller	R-54	F-220	\$ 100.00	Gov-Deals
1	Stihl HS80 Gas Hedge Trimer	HT96	HS80	\$ 100.00	Gov-Deals
1	Honda snow blower	SB21	HS720	\$ 200.00	Gov-Deals
2	Aluminum Ramps	NA	NA	\$ 80.00	Gov-Deals
1	Pallet of used Police light bars	Code3	NA	\$ 200.00	Gov-Deals
1	Pallet of misc parts	NA	NA	\$ 250.00	Gov-Deals
1	John Deere Loader Grapple	NA	NA	\$ 2,000.00	Gov-Deals
1	Stihl battery hedge trimmer no battery	HT66	HSA 66	\$ 50.00	Gov-Deals
1	Steel flat bed Home made	2754A	NA	\$ 500.00	Gov-Deals
1	250 gallon waste oil tank	NA	NA	\$ 250.00	Gov-Deals



## Item Cover Page

<b>Subject</b>	<b>Motion to accept joint purchasing bid results (Sourcewell contract #062222-VCM) for the purchase of one dump body and hydraulic system for a new International chassis from Lindco Equipment of Merrillville, Indiana for a cost not to exceed \$63,060.90</b>
Meeting	May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	Y
Dollar Amount	\$63,060.90
Budget Source	Vehicle Replacement Fund
Category	CONSENT AGENDA
Type	Action Item

### **Information**

There are sufficient funds available in the current budget to procure components needed to complete the build-out of one (1) newly purchased single axle dump truck. This vehicle is typically outfitted for snow and ice control operations on major arterial collector and residential streets.

The purchase of the cab and chassis for this replacement unit is being presented at the May 5, 2026, Village Board meeting. Once ordered, the cab and chassis will be delivered within 90 days.

Remaining components necessary to outfit this vehicle for Public Works Department service include the dump body, hydraulics (computerized controls, pumps, and hoses), snow plow, salt spreader, emergency lighting, and miscellaneous connectors (hoses, fittings, etc).

### **Discussion**

Staff recommends purchase of one (1) new Duraclass dump body and Force America hydraulic system with associated components to be installed on the new cab and chassis for the replacement vehicle 4550.

These components are available through a Sourcewell joint purchasing contract awarded to Lindco Equipment of Merrillville, Indiana.

Staff recommends including a 5% contingency in the purchase of dump body and hydraulics to allow for any variance in shipping costs. This would result in a total recommended award of \$63,060.90 (\$60,058.00 + \$3,002.90).

### **Alternatives**

1. Accept the Sourcewell joint purchasing bid result for the purchase of one (1) dump body and hydraulic system from Lindco Equipment.
2. Action at the discretion of the Village Board.

### **Staff Recommendation**

Staff recommends the Village Board accept the joint purchasing bid result (Sourcewell contract #062222-VCM) and authorize the purchase of one (1) Duraclass dump body, Force America hydraulic system and associated components from Lindco Equipment of Merrillville, Indiana at a cost not to exceed \$63,060.90.

### **Attachments**

1. Lindco Viking-Cives-Sourcewell-Quote # 260265-SWL-Mount Prospect IL-Equipment Shipout



2168 East 88th Drive  
Merrillville, Indiana 46410

Voice: (219)795-1448

Fax: (219)736-0892



# QUOTATION

Quote Number: 260265-SWL

Quote Date: Mar 5, 2026

Page: 1

Viking-Cives #062222-VCM

Quoted To:
Mount Prospect, Village of 50 South Emerson Street ATTN: AP Mount Prospect, IL 60056 USA

TERMS & CONDITIONS OF QUOTE
> Quotes are only valid for 30 days from date of quote. > Quotes past 30 days must be requested. > 25% restocking fee on all cancelled and returned orders.

Customer ID	Good Thru	Payment Terms	Sales Rep
Mount Prospect-01	4/4/26	Net 30 Days	51622

Quantity	Item	Description
1.00	PA-SL316-84-120-40	<p>SOURCEWELL CONTRACT: CONTRACT HOLDER: Viking-Cives CONTRACT NUMBER: 062222-VCM CONTRACT MATURITY DATE: 08/15/2026 CONTRACT NUMBERS: SW-TK0510, SW-TK0545, SW-TK0554</p> <hr/> <p>SOURCEWELL MEMBER: MEMBER NUMBER: 50010 MEMBER: Village of Mount Prospect CONTACT: Kevin Deluca PHONE: 847-870-5640 E-MAIL: kdeluca@mountprospect.org</p> <hr/> <p>TERMS OF QUOTE: ***Due to the supply chain issues the following applies.*** * All quotes are only valid for thirty (30) days from date of quote.</p> <hr/> <p>ESTIMATED DELIVERY TIME FRAME: * Allow approximately 100-115 days for all equipment to arrive at your location after receiving your purchase order. ***Based on supply chain issues all of the above estimated time frames are subject to change.***</p> <hr/> <p>DUMP BODY: Duraclass 10' Steel Dump Body per below specs * MAPA-SL316-84-120-40/40/40-1824HD-9YD-P</p>

Subtotal	Continued
Sales Tax	Continued
<b>TOTAL</b>	<b>Continued</b>

25% Restock Fee on All Cancelled and Returned Orders



2168 East 88th Drive  
Merrillville, Indiana 46410

Voice: (219)795-1448  
Fax: (219)736-0892



Viking-Cives #062222-VCM

# QUOTATION

Quote Number: 260265-SWL  
Quote Date: Mar 5, 2026  
Page: 2

Quoted To:
Mount Prospect, Village of 50 South Emerson Street ATTN: AP Mount Prospect, IL 60056 USA

TERMS & CONDITIONS OF QUOTE
> Quotes are only valid for 30 days from date of quote. > Quotes past 30 days must be requested. > 25% restocking fee on all cancelled and returned orders.

Customer ID	Good Thru	Payment Terms	Sales Rep
Mount Prospect-01	4/4/26	Net 30 Days	51622

Quantity	Item	Description
		DIMENSIONS: * 84" ID, 96" OD * 10' length * 40" front, sides, & rear * 12" overhang * 16.375" rear corner post width MATERIALS: * 8 gauge A1011 45K Min front and sides * 7 gauge 201SS 2B rear * 1/4 AR400 floor * Stainless rear corner posts and apron CONSTRUCTION: * 10" I-Beams frame style * Crossmemberless * 45° 8" bevel floor style * Straight front & rear * (2) slanted side bracings * Formed V Brace on front head CAB SHIELD: * 3/4 size cab shield, 8 gauge hi-ten steel, shipped loose TAILGATE: * Stainless steel * Double acting * Manual with grease, stainless release style * 3/4" thick hinge plate * (1) horizontal, (2) vertical bracings

Subtotal	Continued
Sales Tax	Continued
<b>TOTAL</b>	<b>Continued</b>

25% Restock Fee on All Cancelled and Returned Orders



2168 East 88th Drive  
Merrillville, Indiana 46410

Voice: (219)795-1448

Fax: (219)736-0892



# QUOTATION

Quote Number: 260265-SWL

Quote Date: Mar 5, 2026

Page: 3

Viking-Cives #062222-VCM

Quoted To:
Mount Prospect, Village of 50 South Emerson Street ATTN: AP Mount Prospect, IL 60056 USA

TERMS & CONDITIONS OF QUOTE
> Quotes are only valid for 30 days from date of quote. > Quotes past 30 days must be requested. > 25% restocking fee on all cancelled and returned orders.

Customer ID	Good Thru	Payment Terms	Sales Rep
Mount Prospect-01	4/4/26	Net 30 Days	51622

Quantity	Item	Description
		* Tailgate hardware kit, stainless
		HOIST:
		* Model 1824HD
		* Complete mounting kit 1824HD
		* Hoist manual kit sgl cyl, arm-d
		OTHER ITEMS:
		* LED light kit with harness
		* Chain brackets and chain shipped loose
		* Lead time approximately 12 weeks
		HYDRAULICS:
1.00	1079971	Force America PTO Hot Shift "278" Non-offset 12v DIN 5462 90% Md 129% Hd
1.00	1063355 Rev. A	Force America Hoft Shift PTO for 3000 RDS type trans, Hot Shift "278" Non-offset 12v DIN 5462 90% Md129% Hd
1.00	1180811	Force America 6000 psi filter - 25 micron microglass, 435 psi Delts )-single end open - nitrile seals, dual #16 or 1-1/2" SF ports, 102 psi bypass valve
1.00	1063458-CFG-131279	Force America VT25-AAF-007-SS, VT25-B-KIT-CFG
1.00	1039496	Force America Temp/level Sensor 158 Degree F 30 Gal With Slosh Shield Vt-35
1.00	1090588-CFG-131873	Force America Add-A-Fold Valve to operate D/A hoist, D/A plow lift no float, D/A plow angle, D/A scraper lift, auger forward & reverse, prewet, spinner
1.00	1095633	Force America crossover relief w/pressure release.
1.00	1022175-CFG-131875	Force America Control Console MPJC-6100-Gen5-Ultra-Mount Prospect, includes auger & prewet feedbacks, arc wireless sensor, three camera kits * Lead time approximately 12-14 weeks
		CAMERA WASH SYSTEM:

Subtotal	Continued
Sales Tax	Continued
<b>TOTAL</b>	<b>Continued</b>

25% Restock Fee on All Cancelled and Returned Orders



2168 East 88th Drive  
Merrillville, Indiana 46410

Voice: (219)795-1448

Fax: (219)736-0892



# QUOTATION

Quote Number: 260265-SWL

Quote Date: Mar 5, 2026

Page: 4

Viking-Cives #062222-VCM

Quoted To:
Mount Prospect, Village of 50 South Emerson Street ATTN: AP Mount Prospect, IL 60056 USA

TERMS & CONDITIONS OF QUOTE
> Quotes are only valid for 30 days from date of quote. > Quotes past 30 days must be requested. > 25% restocking fee on all cancelled and returned orders.

Customer ID	Good Thru	Payment Terms	Sales Rep
Mount Prospect-01	4/4/26	Net 30 Days	51622

Quantity	Item	Description
1.00	MSF8470037000-LR-A	Camera Wash (1) nozzle for single camera. Does not include tubing kit. Less reservoir
1.00	MSF5010A	Camera Wash 30' tubing kit complete with air and washer (Rev. A 051517)
2.00	MSF8470038000A	Camera Wash nozzle kit includes 18' tubing kit
3.00	MSF5000	Stainless Steel Camera Box with "U" Pivot Bracket (Rev. J, 091317). * Lead time approximately 2 weeks
1,600.00	FREIGHT	FREIGHT: FREIGHT * ESTIMATE ONLY *

Subtotal	60,058.00
Sales Tax	
<b>TOTAL</b>	<b>60,058.00</b>

25% Restock Fee on All Cancelled and Returned Orders



## Item Cover Page

<b>Subject</b>	<b>Motion to approve a Change Order for the purchase of one International Palfinger grapple truck for an amount not to exceed \$2,000.</b>
Meeting	May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	Y
Dollar Amount	\$2,000.00
Budget Source	Vehicle Replacement Fund
Category	CONSENT AGENDA
Type	Action Item

### Information

At the May 6, 2025, Village Board meeting, the Village Board authorized the purchase of one International Palfinger grapple truck for an amount not to exceed \$275,870. ([Agenda Item Link](#)) This truck is utilized by the Public Works Department for loading large logs and brush. The truck is a critical piece of equipment that is utilized during routine maintenance such as tree removals and emergency operations such as storm clean-up.

At the time of award, staff was aware that the truck could be subject to a price increase related to tariffs. However, at the time of award, the amount of the increase was not known. Rush Truck Center of Illinois is ready to deliver the truck, but a raw materials tariff of \$2,000.00 has been added to the original purchase price. The new price of the truck is \$277,870.00 (\$275,870 original purchase price + \$2,000 tariff).

The Sourcewell joint purchasing contract utilized to procure this truck allows tariff increases.

### Discussion

### Alternatives

1. Accept change order for the purchase of one International Palfinger grapple truck.
2. Action at the discretion of the Village Board.

### Staff Recommendation

Staff recommend the Village Board authorize a change order to the purchase awarded to Rush Truck Center of Illinois for the procurement of one International Palfinger Grapple truck in the amount of \$2,000. This action will increase the purchase from \$275,870.00 to \$277,870.00.

There are sufficient funds in the 2026 Village Budget for the request.

**Attachments**

1. Tariff's - Raw Material Surcharges 2025



Letter# : G-6630F  
Content Type : Sales Information  
Posted Date : 05/22/2025  
Effective Date : 02/03/2025  
Expiration Date : 12/31/9999

APPLICABLE TO UNITED STATES DEALERS ONLY

# Tariff-Driven Surcharge and Pricing Update

Update 5/22/2025:

This update outlines capped tariff surcharges for units ordered on or before June 30 and built on or before November 28, 2025, with limits set at \$2,000 for Medium Duty, \$3,200 for Heavy Duty, and \$2,000 for CV™ Series models. Additionally, firm surcharge guidance is now provided for units scheduled for July production.

At International\*, we recognize that our dealers are the foundation of our success, and we deeply appreciate your partnership during this time of economic uncertainty. The ongoing tariff situation has necessitated adjustments to our pricing structure, and we are committed to working closely with you to navigate these challenges together. As the legislative landscape continues to evolve, we will keep you informed of any changes and their potential impact as soon as new information becomes available. Please find below important details regarding the tariff-driven surcharge and related policies.

## Application:

- The following update applies to all International® truck models, including CV™, MV™, HV™, HX®, LT®, and RH™ Series models, regardless of production location.
- This letter does not apply to Battery Electric Vehicles (BEVs); a separate communication will address tariff implications for BEVs.

## Surcharge:

- **Units built on or before May 2, 2025**
  - These units are protected from any tariff-related price increase.
  - Per Order Change and Cancellation Policy G-1873, all units within this window are non-cancellable.
- **Units built between May 5, 2025 and July 4, 2025**
  - These units will be subject to a tariff-driven price adjustment.
  - The following tariff surcharges will apply, to be reflected on the factory invoice:

INTERNATIONAL® MODEL	TARIFF SURCHARGE (PER UNIT)
International® MV™ Series models	\$2,000
International® HV™ Series Medium Duty models	
International® HV™ Series Heavy Duty models	\$3,200
International® HX® Series models	
International® RH™, LT® Series models	
International® CV™ Series models	\$500

- Effective May 1, 2025, all units scheduled for production on or before July 4, 2025, will be non-cancellable.
- International reserves the right to pull ahead production of units currently scheduled in this built window by a maximum of 30 days.
  - Note: International will not provide incremental floor plan for impacted units.
- **Units to be built between July 7, 2025, and August 1, 2025**
  - These units will be subject to a tariff-driven price adjustment.
  - The following tariff surcharges will apply, to be reflected on the factory invoice:

INTERNATIONAL® MODEL	TARIFF SURCHARGE (PER UNIT)
International® MV™ Series models	\$2,000
International® HV™ Series Medium Duty models	
International® HV™ Series Heavy Duty models	\$3,200
International® HX® Series models	
International® RH™, LT® Series models	
International® CV™ Series models	\$1,000

- **Effective June 2, 2025, all units scheduled for production on or before August 1, 2025, will be non-cancellable.**
- International reserves the right to pull ahead production of units currently scheduled in this built window by a maximum of 30 days.
  - Note: International will not provide incremental floor plan for impacted units.
- **Units ordered on or before June 30, 2025, and scheduled to be built on or before November 28, 2025**
  - **The following ‘not to exceed’ tariff surcharge caps will apply:**

INTERNATIONAL® MODEL	TARIFF SURCHARGE (PER UNIT) (CAPPED - NOT TO EXCEED)
International® MV™ Series models	\$2,000
International® HV™ Series Medium Duty models	
International® HV™ Series Heavy Duty models	\$3,200
International® HX® Series models	
International® RH™, LT® Series models	
International® CV™ Series models	\$2,000

- **Units Scheduled to be built on or after August 4, 2025 and ordered on or after July 1, 2025.**



## Item Cover Page

**Subject**                      **Approval of Minutes - Closed Session Minutes of April 7, 2026, and April 21, 2026**

Meeting                      May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD

Fiscal Impact (Y/N)

Dollar Amount

Budget Source

Category                      CONSENT AGENDA

Type                              Action Item

### **Information**

### **Discussion**

### **Alternatives**

### **Staff Recommendation**

### **Attachments**

None



## Item Cover Page

<b>Subject</b>	<b>Motion to approve a change order for the St. Mark Gym and Parsonage Demolition Project in an amount not to exceed \$1,655.</b>
Meeting	May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	Y
Dollar Amount	\$1,655
Budget Source	Capital Improvement Fund
Category	CONSENT AGENDA
Type	Action Item

### Information

On March 16, 2026, the Village Board approved a contract with Albrecht Enterprises for the demolition of the St. Mark's Gym and Parsonage in the base amount of \$147,450, with an approved contingency of 10% bringing the total authorized project amount to \$162,195. ([Agenda Item Link](#))

The project includes the demolition of the St. Mark's Gym, a one-story masonry commercial building with a basement, and the demolition of the parsonage, a two-story residential structure with a basement and attached garage. A Hazardous Materials (HazMat) survey was conducted prior to demolition to identify asbestos-containing materials requiring abatement.

During pre-demolition activities, Albrecht Enterprises' asbestos abatement team identified additional asbestos-containing materials that were not included in the original hazardous materials survey. These materials were found at the St. Mark's Gym in the transite soffits and window panels, and at the parsonage in the basement wall window caulking, exterior insulation on exhaust systems, garage door caulking, and floor tiles.

As a result, additional abatement work was required to safely remove and properly dispose of these materials in accordance with applicable environmental and safety regulations. Albrecht Enterprises has submitted change orders, including change order #1 (\$6,600) for asbestos at the parsonage and change order #2 (\$9,800) for additional asbestos at the gym facility. These change orders, in total, exceed the contract award amount by \$1,655.

The original contract amount of \$147,450, combined with the previously approved contingency of \$14,745, established a total authorized project budget of \$162,195. Approval of this final balancing change order will result in a revised total project cost of \$163,400, exceeding the authorized amount by \$1,655.

Staff has reviewed the change orders and finds the costs to be reasonable and necessary to

complete the project safely and in compliance with regulatory requirements.

**Discussion**

N/A

**Alternatives**

1. Pass a motion to approve an increase in the contract award for the St. Mark Gym and Parsonage Demolition Project in the amount of \$1,655.
2. Action at the discretion of the Village Board.

**Staff Recommendation**

Staff recommends that the Village Board approve an increase in the contract award for the St. Mark Gym and Parsonage Demolition Project in the amount of \$1,655.

**Attachments**

1. Change Order #1
2. Change Order #2

# ADDENDUM TO ORIGINAL AGREEMENT

## EXTRA WORK ORDER AUTHORIZATION #01

This agreement made the 30<sup>th</sup> day of March 2026,

BETWEEN

Albrecht Enterprises, Inc.  
1684 E. Oakton St.  
Des Plaines, IL 60018  
847.827.2444 Phone  
847.827.3399 Fax

AND

Village of Mt. Prospect  
50 South Emerson Street  
Mt. Prospect, IL 60056  
kjakupovic@mountprospect.org : E-mail  
847.870.5640 : Phone

Project Name: St. Mark's Gym & Parsonage  
Project Location: 205 & 209 S. Wille Street  
Mt. Prospect, IL 60056

Job #: 26-112D

### Description of Extra Work:

- Abatement of ACM from 209 S. Wille Street as identified in True North Consultants report dated 11/10/25

### Extra Work Order Pricing:

DESCRIPTION	PRICE
• Asbestos abatement (209 S. Wille)	9,800.00

## ACCEPTANCE

*All exclusions and standard terms and conditions of original contract will apply unless otherwise noted.*

Albrecht Enterprises, Inc. is hereby authorized to furnish all materials and labor required to complete the work mentioned in the above addendum, for which the undersigned agrees to pay the amount mentioned in said addendum, and according to the terms thereof.

By: 

Date: 3/31/2026

Name: SEAN P. DORSEY  
(Please print)

Title: DIRECTOR OF PUBLIC WORKS

# ADDENDUM TO ORIGINAL AGREEMENT

## EXTRA WORK ORDER AUTHORIZATION #02

This agreement made the 7<sup>th</sup> day of April 2026,

BETWEEN

Albrecht Enterprises, Inc.  
1684 E. Oakton St.  
Des Plaines, IL 60018  
847.827.2444 Phone  
847.827.3399 Fax

AND

Village of Mt. Prospect  
50 South Emerson Street  
Mt. Prospect, IL 60056  
kjakupovic@mountprospect.org : E-mail  
847.870.5640 : Phone

Project Name: St. Mark's Gym & Parsonage  
Project Location: 205 & 209 S. Wille Street  
Mt. Prospect, IL 60056

Job #: 26-112D

### Description of Extra Work:

- Abatement of additional ACM found on soffit and under window panels on 205 S. Wille Street that was as not identified in True North Consultants report dated 11/10/25


### Extra Work Order Pricing:

DESCRIPTION	PRICE
• Additional asbestos abatement (205 S. Wille)	\$6,600.00

## ACCEPTANCE

*All exclusions and standard terms and conditions of original contract will apply unless otherwise noted.*

Albrecht Enterprises, Inc. is hereby authorized to furnish all materials and labor required to complete the work mentioned in the above addendum, for which the undersigned agrees to pay the amount mentioned in said addendum, and according to the terms thereof.

By:   
Name: SEAN P. DOLSEY  
(Please print)

Date: 4/8/2026  
Title: DIRECTOR OF PUBL. WORKS



## Item Cover Page

**Subject**                                **A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE FOREST RIVER FIRE PROTECTION DISTRICT AND THE VILLAGE OF MOUNT PROSPECT**

**Meeting**                                May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD

**Category**                                CONSENT AGENDA

**Type**                                      Action Item

### **Information**

The Mount Prospect Fire Department provides emergency response to areas outside the Village's corporate boundaries that fall within the Forest River Fire Protection District. The Village of Mount Prospect decided to pursue annexation of a majority of the area referred to as the Forest River Fire Protection District in 1971. The Village decided not to pursue annexation of two areas within the District after a formal evaluation. These areas are:

- a. The area bounded by Kensington Road, River Road, Gregory Street, and the Canadian National Railway tracks.
- b. The area bounded by Seminole Lane, Mandel Lane, Camp McDonald Road, and Wolf Road.

As a result of the Village's 1971 annexation decisions, the Circuit Court of Cook County imposed a Consent Decree stipulating that the Forest River Fire Protection District continue to levy taxes at the maximum rate authorized by statute. These funds were required to be given to the Village of Mount Prospect as payment for emergency response services.

The proposed resolution is the annual resolution adopting the agreement between the Village and the District.

### **Discussion**

N/A

### **Alternatives**

- 1. Adopt a resolution that authorizes the execution of an agreement between the Forest River Fire Protection District and the Village of Mount Prospect.
- 2. Action at the discretion of the Village Board.

### **Staff Recommendation**

Approve a resolution that authorizes the execution of an agreement between the Forest River Fire Protection District and the Village of Mount Prospect.

## **Attachments**

1. Forest River Agreement 2026
2. Resolution ForestRvrAgrmt 2026

**FOREST RIVER FIRE PROTECTION DISTRICT**

**A MUNICIPAL CORPORATION, COOK COUNTY, ILLINOIS, HERETO**

**AND**

**THE VILLAGE OF MOUNT PROSPECT**

**A MUNICIPAL CORPORATION, COOK COUNTY, ILLINOIS, HERETO**

**AGREEMENT**

WHEREAS, THE Village of Mount Prospect, hereinafter, referred to as "The Village", a municipal corporation organized under the laws of the State of Illinois and the Forest River Fire Protection District, hereinafter referred to as the "District", a municipal corporation organized under the laws of the State of Illinois, and

WHEREAS, both the Village and the District are municipal corporations organized under the laws of the State of Illinois and as such have the power under State Law to enter into agreements for providing fire protection and emergency services, and

WHEREAS, THE Village has agreed to provide such services to. the District in accordance with the terms hereinafter set forth.

NOW THEREFORE, IT IS AGREED BY AND BETWEEN THE VILLAGE AND THE DISTRICT AS FOLLOWS:

1. That for the period beginning January 1, 2026 to December 31, 2026, at 12:00 midnight said day, the Village shall furnish all fire fighting, fire protection, fire prevention and other emergency services, including emergency ambulance service, by such volunteer or paid on call and/or regular firemen available to the Village as the Fire Chief of the Village shall determine, to the District for a certain area as shown and outlined in red on Exhibit 1 attached hereto and made a part hereof.

2. That for the period of time during which this Agreement shall be in full force and effect, the District agrees to pay and the Village agrees to accept as full payment for said fire protection, fire prevention services and emergency services, that amount of monies received from tax receipts, replacement taxes, interest and other miscellaneous income collected during the period beginning January 1, 2026 and ending December 31, 2026, less all reasonable costs of running the said District, including, but not limited to, all administrative legal salaries and other expenses incurred.

(2)

- A. It is understood that the District shall levy taxes at the maximum rate authorized by statute without referendum, which shall not be less than .30% of the value of all taxable property within the District, and shall apply for and make all efforts to receive any available state and/or federal aid to fire protection districts as is now available or may be available during the term hereof.
- B. The District will retain the sum of \$2,500.00 to handle any contingency or emergency matters that may develop during the year. All other monies shall be paid to the Village as follows: On January 15, April 15, July 15 and October 15, 2025 all monies over and above the aforementioned \$2,500.00 contingency fund shall be paid to the village.
- C. In addition, the District shall provide the Village with the follows:
  - ( I ) A copy of the schedule of meetings of the District for the year 2025, be furnished upon execution of this Agreement.
  - ( ii ) A certified copy of the Tax Levy Ordinance adopted by the District for the fiscal year 2024 thru 2025.
  - ( iii ) A copy of the District's audited financial statement for the period ending June 30, 2024 to be furnished within thirty (30) days after receipt by the District.
  - ( iv ) A copy of the Minutes of each District meeting, to be furnished within (30) days after each meeting, when requested by the Village.
- ( v ) The District shall provide the Village with copies of its quarterly receipts and disbursements, for informational purposes only, it being fully understood right of pre-approval regarding said disbursements.

(3)

3. That the Fire Chief of the Village shall have the sole and exclusive right, duty and responsibility to prescribe the manner and method of giving the alarm for fire and/or other emergencies occurring within the District's territory as outlined upon said Exhibit I.

4. That the Fire Chief of the Village or his authorized representative shall have the sole and exclusive authority and responsibility to direct and control any and all fire fighting, fire protection, fire prevention and other emergency operations carried on at the scene of any alarm or emergency occurring within that territory of the District shown upon the said Exhibit I.

5. That all fire fighting, fire protection, fire prevention and other emergency procedures conducted under the provisions hereof shall be conducted in accordance with the regulations of the Mount Prospect Fire Department and the ordinances of the Village. Furthermore, the District agrees that within thirty (30) days of the execution hereof, if permitted by state statute, it shall pass and approve ordinances identical in form and content to the ordinances of the Village which deal with fire fighting, fire protection, fire prevention, building construction as related to fire safety and other emergency procedures. Certified copies of said Ordinance(s) shall be submitted to the Village within ten (10) days of their adoption by the District.

6. That all expenses and cost of maintaining equipment, apparatus, salaries, insurance premiums and any and all other items of expenses connected with the several services contemplated herein to be supplied by the Village to the District shall be borne by the Village. The only expense falling upon the District shall be in the form of the payments scheduled to be made hereinabove under Paragraph 2b.

7. That, within seven (7) days of receipt of notice of annexation by a municipality of land and territory within its district (as shown in orange upon the said Exhibit I hereto), the District shall forward a copy of said notice (with the legal description contained therein) to the village by addressing same to the attention of:

Village Clerk  
50 South Emerson Street  
Mount Prospect, Illinois 60056

(4)

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by their respective offices and have affixed hereunto their respective corporate


seals, all having been authorized by the adoption of a suitable Resolution passed and approved by each of the respective parties hereto.

Village of Mount Prospect

By: \_\_\_\_\_

Attest: \_\_\_\_\_  
Village Clerk

Forest River Fire Protection District

  
\_\_\_\_\_  
President

  
Attest: \_\_\_\_\_  
Secretary

Dated this 3<sup>rd</sup> day of March, 2026



Meredith Wisniewski <missmadisha@gmail.com>

**[Cook County Clerk Tax Portal] Your Document Status has been Updated**

tax.extension@cookcountyil.gov <tax.extension@cookcountyil.gov>  
To: missmadisha@gmail.com

Mon, Feb 9, 2026 at 4:51 PM



**Status Change Notification**

**\$Your 2025 Other Levy Docs document for: 070110000 - FOREST RIVER FIRE PROTECTION DISTRICT has had its status updated to: Accepted.**

**DO NOT REPLY TO THIS EMAIL**

**If you have questions, please contact us at:  
tax.extension@cookcountyil.gov  
(312) 603-5649**

*This email was sent to: missmadisha@gmail.com*

We respect your right to privacy - view our policy  
Update your subscription preferences  
Unsubscribe from Cook County Clerk mailings

**ORDINANCE NO. 2025-02**

**ORDINANCE LEVYING AND ASSESSING TAXES OF THE  
FOREST RIVER FIRE PREVENTION DISTRICT,  
COOK COUNTY, ILLINOIS FOR 2025**

**BE IT ORDAINED** by the Board of Trustees of the Forest River Fire Prevention District, Cook County, Illinois, as follows:

**Section One:** That the sum of **NINETY TWO THOUSAND NINE HUNDRED TWENTY DOLLARS (\$92,920.00)** be and the same is assessed and levied from and against all taxable property within the limits of the said Forest River Fire Protection District as the same is assessed and equalized for State and County purposes for the current year, 2025, and which ordinance was duly published as provided by law, and the specific amount hereby levied is set forth under the column entitled "Amount To Be Raised by Tax Levy," as follows:

**AMOUNT TO BE  
RAISED BY TAX LEVY:**

**CORPORATE FUND**

Fire Contractual Services	\$82,350.00
Contingency Fund	\$ 2,500.00
Trustee Fees	\$ 2,250.00
Legal Fees	\$ 1,020.00
Publication Fees	\$ 500.00
Fire Association Dues	<u>\$ 300.00</u>
<b>TOTAL CORPORATE FUND</b>	<b>\$88,920.00</b>

The foregoing amount is hereby appropriated for corporate expense pursuant to the provisions of 70 ILCS 705/14.

**AUDIT FUND**

Audit Fund Levy	\$2,000.00
-----------------	------------

The foregoing amount is hereby appropriated for audit expense pursuant to the provisions of 50 ILCS 310/9.

**TORT LIABILITY FUND**

Tort Liability Fund Levy	\$2,000.00
--------------------------	------------

The foregoing amount is hereby appropriated for tort liability expense pursuant to the provisions of 745 ILCS 10/9-107.

**APPROPRIATION SUMMARY**

TOTAL CORPORATE FUND	\$88,920.00
TOTAL AUDIT FUND	\$ 2,000.00
TOTAL TORT LIABILITY FUND	<u>\$ 2,000.00</u>
<b>GRAND TOTAL</b>	<b><u>\$92,920.00</u></b>

**Section 2:** That the Secretary is hereby directed to file certified copies of this ordinance with the Cook County Clerk within the time specified by law.

**Section 3:** That this ordinance shall be in full force and effect from and after its passage and approval as required by law.

**ADOPTED** this 3rd day of February, 2026, pursuant to a roll call vote as follows:

AYES: 3  
NAYS: 0  
ABSENT: \_\_\_\_\_

  
\_\_\_\_\_  
President, Board of Trustees  
Forest River Fire Protection District

ATTEST:  
  
\_\_\_\_\_  
Secretary, Board of Trustees  
Forest River Fire Protection District

**FOREST RIVER FIRE PROTECTION DISTRICT**  
**TRUTH IN TAXATION CERTIFICATE OF COMPLIANCE**

I, **John Truncale**, hereby certify that I am the President of the Board of Trustees of the Forest River Fire Protection District, Cook County, Illinois, and as such, I hereby certify that the Districts 2023 levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of the Illinois Property Tax Code - Truth in Taxation Law, 35 ILCS 200/18-60 through 18-85(2002). This certificate applies to the 2023 levy.

---

John Truncale  
President, Board of Trustees  
Forest River Fire Protection District  
December 5, 2023

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE  
FOREST RIVER FIRE PROTECTION DISTRICT  
AND THE VILLAGE OF MOUNT PROSPECT

WHEREAS, the Village of Mount Prospect and the Forest River Fire Protection District are desirous of entering into an Intergovernmental Agreement; and

WHEREAS, the Intergovernmental Agreement being the subject of this Resolution provides for the Village of Mount Prospect to provide for the fire protection, fire prevention and emergency medical services for that area known as the Forest River Fire Protection District.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF MOUNT PROSPECT, COOK COUNTY, ILLINOIS ACTING IN THE EXERCISE OF THEIR HOME RULE POWERS:

SECTION ONE: The Board of Trustees of the Village of Mount Prospect do hereby authorize the Mayor to sign and the Clerk to attest her signature on the amended Intergovernmental Agreement between the Forest River Fire Protection District and the Village of Mount Prospect for the year 2026, a copy of which is attached hereto and hereby made a part hereof as Exhibit "A"

SECTION TWO: That this Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

AYES:

NAYS:

ABSENT:

PASSED and APPROVED this 5<sup>th</sup> day of May 2026.

---

Paul Wm. Hoefert  
Mayor

ATTEST:

---

Karen M. Agoranos  
Village Clerk



## Item Cover Page

<b>Subject</b>	<b>1st reading of an ORDINANCE AMENDING CHAPTER 14 "ZONING" OF THE VILLAGE CODE OF THE VILLAGE OF MOUNT PROSPECT, ILLINOIS (PZ-01-26)</b>
Meeting	May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	N
Dollar Amount	
Budget Source	
Category	NEW BUSINESS
Type	Action Item

### Information

Planning staff is proposing comprehensive text amendments to Chapter 14 of the Village Code intended to modernize and clarify zoning regulations affecting single-family residential neighborhoods. The proposed amendments are designed to eliminate unnecessary regulatory obstacles, improve administrative efficiency, and better align the Zoning Ordinance with current development patterns, community expectations, and adopted Village policy direction.

### Discussion

#### **Purpose and Background**

The proposed amendments implement an Action Item identified under Goal 3 of the Village's 2024–2029–2039 Strategic Plan and continue work listed as "In Progress" under the 2025–2030–2040 Strategic Plan, including the evaluation of zoning regulations to promote single-family residential neighborhoods and to establish policy and address monotony for new detached single-family residential dwellings.

Planning staff was directed to conduct a comprehensive review of the Zoning Ordinance and prepare text amendments aimed at providing greater flexibility for property owners in single-family residential districts by eliminating unnecessary regulatory barriers. As part of this initiative, staff also evaluated opportunities to delegate final decision-making authority to the Planning and Zoning Commission and/or the Director of Community Development for certain zoning applications, thereby streamlining the review process and reducing the number of matters requiring Village Board consideration.

#### **Summary of Proposed Amendments:**

- Introduce architectural diversity standards for new, detached single-family residential dwellings;
- Add a cross-reference between the Building Code and the Zoning Ordinance for the use stucco and engineered stucco systems;

- Increase the maximum size of detached garages from 672 square feet to 720 square feet;
- Increase the maximum size of gazebos, pergolas, greenhouses, sheds and other similar accessory structures from 2% of the lot area to 200 square feet;
- Permanent attachments to a garage or shed to be considered as extensions of these structures and count towards the maximum size of the garage or shed;
- Prohibit the use of accessory structures (garages and sheds) for residential living quarters;
- Accessory structures considered as part of principal structures for single-family residential districts only (not applicable to commercial or industrial properties);
- Increase the width of driveways serving 1- and 2- car attached or detached garages from 26' to 30' and taper to 26' at property line;
- Increase the width of driveways serving 3-car attached garages from 33' within the first 18' of garage's front elevation and taper to 26' within the first 18' of garage's front elevation to 33' and taper to 26' at property line;
- Increase the width of driveways serving 3-car detached garages from 33' within the first 18' of garage's front elevation and taper to 26' within the first 30' of garage's front elevation to 33' and taper to 26' at property line;
- Increase the width of driveways serving side load garages from 26' to 30' and taper to 26' at property line;
- Rename "Minor Variations" to "Administrative Variations" to include Parking Requirements For Uses in Excess of 2,500 SF in the B-5/B-5C Districts;
- Introduce "Administrative Conditional Uses" to include Existing Nonconforming Accessory Structures;
- Change all fence petitions in single-family residential districts from variations (PZ Final) to conditional uses (PZ Final);
- Change all relief requests related to accessory structures in single-family residential districts from variations (PZ or VB Final) to conditional uses (PZ Final);
- Introduce a new application process and submission requirements for administrative variations and administrative conditional use requests;
- Introduce the administrative hearing procedure for administrative variations and administrative conditional use requests;
- Modify the Land Use Table 1 to include: 1) relief requests for accessory structures in the R-X, R-1 and R-A single-family residential zoning districts, except for existing nonconforming accessory structures that are eligible for administrative conditional use approval (PZ Final); 2) relief requests for fences in the R-X, R-1 and R-A single-family residential zoning districts (PZ Final); and 3) existing nonconforming accessory structures as administrative conditional uses (CD Director Final);
- Add definitions of accessory structure, administrative variation, administrative conditional use and permitted obstruction;
- Corrections of scrivener's errors and internal inconsistencies within the zoning ordinance.

**Table 1: Final Authority Responsibility Matrix Under Current Zoning Code**

	Final Authority		
	Director of Community Development	Planning & Zoning Commission	Village Board
<b>VARIATIONS</b>			
Any Chapter 14 Zoning requirement, except for fences	-	≤25%	>25%

Fences	-	All	-
Signs	-	All	-
Minor variations: <ul style="list-style-type: none"> <li>Existing nonconforming accessory structures meeting certain requirements</li> <li>Parking requirements for uses in excess of 2,500 SF in the B-5 and B-5C districts</li> </ul>	All	-	-
<b>CONDITIONAL USES</b>			
Setback reductions in all required yards in single-family residential zoning districts	-	≤25%	>25%

**Table 2: Final Authority Responsibility Matrix Under Proposed Amendments**

	Final Authority		
	Director of Community Development	Planning & Zoning Commission	Village Board
<b>VARIATIONS</b>	<b>Administrative</b>	<b>Standard</b>	<b>Standard</b>
Parking Requirements for Uses in Excess of 2,500 square feet in the B-5/B-5C Districts <sup>1</sup>	All	-	-
Fences in Nonsingle-Family Residential Districts		All	
Signs	-	All	-
All Other Chapter 14 Zoning requirements	-	≤25%	>25%
<b>CONDITIONAL USES</b>	<b>Administrative</b>	<b>Standard</b>	<b>Standard</b>
Existing Nonconforming Accessory Structures <sup>2</sup>	All	-	-
Relief from Accessory Structure Requirements in Single-Family Residential Districts	-	All	-

Setback Reductions in Required Yards in Single-Family Residential Districts	-	≤25%	>25%
Fences in Single-Family Residential Districts	-	All	-

1. No change from what is currently under the purview of the community development director’s authority as a minor variation.
2. Applicable structures shall: (i) be replaced with the same type of structure, (ii) do not exceed a total of two (2) accessory structures per lot of record, (iii) extend into no more than forty percent (40%) of the required interior side yard setback, and (iv) extend into no more than ten percent (10%) of the rear yard setback.

**Standards for Text Amendments**

Staff finds that the proposed text amendments meet the standards contained in Section 14.203(D) of the Zoning Ordinance and are consistent with adopted Village plans and policies. The Planning and Zoning Commission shall review the standards and findings of fact outlined in Exhibit A and 1) accept them without changes, 2) accept them with changes, or 3) reject the findings. The Planning and Zoning Commission shall use the findings of fact to guide their recommendation to the Village Board.

**Public Comment**

As of this writing, staff has not received public comment pertaining to the proposed text amendments.

**Public Hearing**

The proposed text amendments were presented to the Planning and Zoning (P&Z) Commission on February 26, 2026, as Case PZ-01-26. Director Shallcross provided an overview of the proposed changes to Chapter 14. The P&Z Commission discussed concerns about how accessory structures count toward lot coverage, the potential impact of allowing two accessory structures on smaller lots, and whether accessory buildings could be used as living quarters, which staff clarified is prohibited. The P&Z Commission also debated a proposal to increase the maximum driveway width from 26 feet to 30 feet to allow three vehicles to park side-by-side; commissioners raised concerns about front yards becoming overly paved or creating continuous concrete areas between neighboring properties, though staff emphasized that tapering at the property line and existing lot coverage limits would maintain neighborhood character. The P&Z Commission further considered amendments to streamline zoning review procedures, including creating administrative conditional uses for certain routine requests and shifting some approvals from the P&Z Commission to the Director of Community Development when cases are typically approved anyway. After discussion and clarification of safeguards, the P&Z Commission supported the amendments as practical updates to the zoning code and voted 5-0 to recommend approval to the Village Board.

**Alternatives**

1. Adopt the text amendments to Chapter 14 of the Mount Prospect Village Code as outlined in the attached documents for Case PZ-01-26 and the attached ordinance.
2. Action at the discretion of the Village Board.

**Staff Recommendation**

Adopt the text amendments to Chapter 14 of the Mount Prospect Village Code as outlined in

the attached documents for Case PZ-01-26 and the attached ordinance.

**Attachments**

1. PZ-01-26 Staff Report
2. PZ-01-26 Administrative Content
3. PZ-01-26 Ordinance
4. PZ-01-26 Request to Waive Second Reading
5. PZ-01-26 (50 S Emerson St) Minutes
6. A\_Chapter 14 Article 2 Sections 14.201-14.203\_Redline
7. B\_Chapter 14 Article 3 Section 14.304.1 Design Standards\_Redline
8. C\_Chapter 14 Article 3 Section 14.306 Accessory Structures\_Redline
9. D\_Chapter 14 Article 6 Zoning Districts Land Use Table 1
10. E\_Chapter 14 Article 22 Section 14.2204 Residential Driveways\_Redline
11. F\_Chapter 14 Article 24 Section 14.2401 Definitions\_Redline

Jason C Shallcross, AICP, CEcD  
Director of Community Development

Ann Choi  
Development Planner



DATE: February 19, 2026

**CASE NUMBER**

PZ-01-26

**PUBLIC HEARING DATE**

February 26, 2026

**PETITIONER / PROPERTY OWNER**

Village of Mount Prospect

**PROPERTY ADDRESS/LOCATION**

50 S. Emerson Street

**BRIEF SUMMARY OF REQUEST**

The purpose of this memo is to discuss proposed code amendments to Chapter 14 of the Village Code. The motivation for the proposed code amendments, a summary of the proposed changes, and their potential impacts are described below.

**STAFF RECOMMENDATION**

APPROVE

APPROVE WITH  
CONDITIONS

DENY

**DISCUSSION OF PROPOSAL**

**PROPOSAL**

The “Evaluation of the Current Zoning Regulations to Promote Single-Family Residential Neighborhoods” is listed as an Action Item under Goal 3 of the Village of Mount Prospect’s 2024-2029-2039 Strategic Plan. The “Common Residential Zoning Conflicts (Accessory Structures, Driveways, Relief Process) Text Amendments”, the completion of “Current Zoning Regulations to Promote Single-Family Residential Neighborhoods” and “Monotony for New Detached Single-Family Residential Policy” are all listed as Action Items in Progress under the Village’s 2025-2030-2040 Strategic Plan.

Planning staff was directed to conduct a comprehensive review of the Zoning Ordinance and prepare text amendments aimed at providing greater flexibility for property owners in single-family residential districts by eliminating unnecessary regulatory barriers. As part of this initiative, staff also evaluated opportunities to delegate final decision-making authority to the Planning and Zoning Commission and/or the Director of Community Development for certain zoning applications, thereby streamlining the review process and reducing the number of matters requiring Village Board consideration.

The proposed text amendments include revisions to administrative procedures and final decision-making authority for certain zoning requests, expanded eligibility for conditional uses, increases to the permitted size of select accessory structures, modifications to driveway width standards, new architectural diversity standards, and corrections to scrivener’s errors and internal inconsistencies within the Zoning Ordinance. A summary and discussion of the proposed text amendments are provided below.

**Organization of Discussion and Proposed Text Amendments**

- Architectural Diversity Standards
- Changes to Accessory Structure Size Requirements
- Accessory Structures Considered Principal Structures For Single-Family Residential Properties

- Changes to the Driveway Widths
- Current Process for Conditional Uses, Variations and Minor Variations
- Changes to Administrative Functions Affecting Single-Family Residential Properties
  - New Administrative Variations (CD Director Final)
  - New Administrative Conditional Uses
    - Existing Nonconforming Accessory Structures (CD Director Final)
- Standard Conditional Uses Expanded to Include:
  - Accessory Structures in Single-Family Residential Districts (PZ Final)
  - Fences (PZ Final)
- Clarify the Difference Between an Accessory Structure and a Permitted Obstruction

## **ARCHITECTURAL DIVERSITY STANDARDS**

### **Proposed Changes**

#### 14.304.1: DESIGN STANDARDS

Planning staff has historically required non-monotony conditions of approval for detached single-family residential subdivision requests to prevent repetitive building patterns, promote visual variety, and avoid a “cookie-cutter” appearance within new residential developments. The proposed architectural diversity standards would formalize this practice by requiring that no two detached single-family residential homes located within two (2) lots of each other on the same street be substantially similar in appearance.

For purposes of these standards, homes would be considered “similar in appearance” if they share three (3) or more of the following key design characteristics: roof type or height, front massing or silhouette, window arrangement, garage design, and primary exterior materials. Minor variations, standing alone, such as differences in color, decorative details, mirrored floor plans, or small variations of less than five percent (5%), would not be sufficient to distinguish homes as dissimilar.

Prior to the issuance of any building permits within a residential subdivision consisting of detached single-family homes, the proposed standards would require the developer to submit building elevations and a streetscape plan demonstrating compliance with the architectural diversity requirements. The Director of Community Development would review and approve the submitted materials to ensure that architectural diversity is maintained.

Rather than continuing to impose non-monotony requirements on a case-by-case basis through conditions of approval, staff is recommending that these standards be codified within the Zoning Ordinance to provide consistent requirements for future subdivision developments consisting of detached single-family homes.

The regulations would apply to dwellings constructed within a residential subdivision or to dwellings constructed as new principal residential construction on an individual lot after the effective date of the ordinance. They would not apply to additions to existing homes, exterior remodels, or to existing homes.

Section 14.304.1 would also be amended to include a cross-reference to Section 21.229 of the Building Code, which regulates the use of stucco and engineered stucco systems for residential and nonresidential applications. This Building Code provision is intended to limit the use of engineered stucco systems, such as EIFS, in order to reduce long-term maintenance concerns, moisture

intrusion, and building durability issues. The Building Code prohibits engineered stucco systems on residential buildings due to documented performance and water-management concerns, while allowing limited use on nonresidential buildings only when strict design, placement, installation, and inspection standards are satisfied. These standards are intended to ensure proper water management, protect vulnerable lower wall areas, and prevent premature or widespread façade deterioration.

Staff recommends incorporating this cross-reference into the Zoning Code to ensure that prohibited or limited exterior building materials are identified and addressed early in the zoning and design review process, rather than later during building permit review, to provide greater clarity for developers.

### **CHANGES TO ACCESSORY STRUCTURE SIZE REQUIREMENTS**

Accessory structures such as detached garages, gazebos, sheds, and pergolas are subject to size restrictions. These bulk requirements ensure that the accessory structures are compatible with the size and scale of the existing buildings in a residential neighborhood. Additionally, the code defines garages and sheds as structures designed for the storage of vehicles, equipment, and household items.

Staff frequently requires residents to revise plans for accessory structures because the proposed structures exceed the current code limits for size. For detached garages and sheds, residents often cite the need for more storage space for vehicles and personal items. During and after the pandemic, there was a wave of investment in outdoor entertaining spaces shaded by large gazebos and pergolas. Smaller accessory structures, such as sheds, pergolas, and gazebos, are available to purchase in standard sizes as DIY kits from big box retailers. Staff is proposing code changes that will meet the demand for larger accessory structures while maintaining an appropriate scale for residential districts.

#### **Proposed Changes**

##### 14.306: ACCESSORY STRUCTURES

**Table 1** shows the proposed changes for several accessory structures. The proposed size increase for detached garages to 720 SF is consistent with sizes permitted in other nearby municipalities. The proposed size increase for gazebos, pergolas, and sheds to 200 SF is consistent with standard sizes available for prefabricated models. Residents would still need to meet the lot coverage requirements for their zoning district, which will preclude large accessory structures from being built on smaller lots.

To further limit oversized accessory structures, gazebos, pergolas, and other similar improvements permanently attached to a garage or shed are considered extensions of the garage or shed and count towards the maximum area for the garage or shed.

Garages and sheds will continue to be restricted to storing vehicles, equipment for maintaining the home, and personal property.

**Table 1: Accessory Structure Size**

<b>Accessory Structure</b>	<b>Current</b>	<b>Proposed</b>	<b>Change</b>
Detached Garage Maximum Area	672 SF	720 SF	48 SF (+7%)
Gazebo / Pergola / Shed Maximum Area	2% lot area or 200 SF, whichever is smaller	200 SF	200 SF is standard

**Exhibit B** of the staff report provides a comparison of maximum sizes of detached garages among neighboring communities. The proposed changes are in line with Arlington Heights, Des Plaines, Park Ridge and Prospect Heights.

### **Accessory Structures Considered as Principal Structures for Single-Family Residential Districts**

In addition to recommending increases to the permitted areas for certain detached accessory structures, staff is proposing a clarification to the zoning code to address a gap related to accessory structures in nonsingle-family zoning districts. Currently, the zoning code treats any accessory structure that is permanently attached to a principal structure as an extension of the principal structure, rather than as a standalone accessory structure. As a result, these attached structures are subject to the bulk requirements of the zoning district for principal structures, unless otherwise specified as a permitted obstruction. This provision was originally intended to apply exclusively to single-family residential properties in the R-X, R-1, and R-A zoning districts, and not to commercial and industrial properties, which have their own set of bulk requirements for accessory structures. The proposed amendment seeks to close this loophole for nonsingle-family properties as the original intent of this requirement was to allow homeowners of single-family residential properties to build larger pergolas and gazebos.

Clarifying language has also been added to ensure that any structure permanently attached to an accessory structure will be considered part of the accessory structure and shall meet the bulk requirements for accessory structures, unless otherwise listed as a permitted obstruction in Section 14.319 Permitted Obstructions. This was added to address the scenarios where people are extending the roofs of the detached garages over patio areas or creating makeshift car ports. Once the structure is attached to the garage, the whole structure is subject to size and height limits of detached garage. If it is a detached accessory structure such as a shed, pergola or gazebo, then it will subject to its own standards in the code. Additional language has been added to restrict the use of accessory structures for residential living quarters.

### **CHANGES TO RESIDENTIAL DRIVEWAY WIDTH**

#### **Current Practice**

The driveway requirements are designed to maintain open, green space in front of homes rather than an abundance of hard surfaces for the parking of vehicles. Driveways serving 1- and 2-car garages are allowed a maximum width of 26'. Driveways serving 3-car attached garages may be the same width as the garage, not to exceed a maximum width of 33' within the first 18' of the garage's front elevation, and shall be tapered to a width no greater than 26' within 18' of the garage's front elevation. Driveways serving detached 3-car garages may be the same width as the garage not exceed a maximum width 33' within the first 18' of the garage's front elevation, and shall be tapered to a width no greater than 26' within 30' of the garage's front elevation. All single-family residential districts have a maximum "front lot coverage" between 35% and 50%. Driveways in front of homes cannot encroach more than 3' beyond the garage towards the front plane of the house. Depending on the type of lot (corner vs. interior), orientation of the home and garage, and other structures built on the property, the driveway may be restricted in size or location.

#### **Reasons for Changes**

Staff frequently requires residents to revise plans for driveways because the proposed driveways do not meet the current code limits for width and location. Residents cite the need for more driveway space to be able to park all their household vehicles on their property, as they are not allowed to park overnight on the public right-of-way. Car ownership has steadily increased over time. US Census data

reveals that only 2% of 1960 households owned 3 or more vehicles; in 2010, the share was almost 20%. Staff is proposing code changes that will meet the demand for more parking on residential lots while maintaining an appropriate balance of open, green space in residential areas.

**Proposed Changes**

**14.2204(A): RESIDENTIAL DRIVEWAYS, DRIVEWAYS**

**Table 2** summarizes the proposed changes for maximum driveway widths, from 26’ to 30’ for 1- and 2-car garages, and taper to a width of 26’ at the property line. Additionally, staff is proposing to clarify driveway encroachment in front of homes. Driveways in front of homes shall not encroach more than 3’ beyond the attached garage, and in the case of detached garages, no more than 3’ along the closest plane of the principal structure. Staff is not proposing changes to the front lot coverage requirement, which ranges from 35% to 50% in single-family residential districts. The goal is to maintain a minimum amount of green, open space in front of homes, rather than paved or hard surfaces for the parking of vehicles.

**Exhibit C** of the staff report provides a comparison of driveway width requirements among neighboring communities. The proposed changes to the Village of Mount Prospect’s driveway widths are most aligned with Palatine’s driveway width requirements.

**Table 2: Driveway Width**

Driveway Type	Current	Proposed	Change
Serving 1- and 2-car attached or detached garage	26’	30’, taper to 26’ at property line	4’ (+15%)
Serving 3-car attached garage	33’ within first 18’ of garage’s front elevation, taper to 26’ within first 18’ of garage’s front elevation	33’, taper to 26’ at property line	4’ (+15%)
Serving 3-car detached garage	Same width as garage not to exceed width of 33’ within the first 18’ of garage’s front elevation, taper to 26’ within first 30’ of garage’s front elevation	33’, taper to 26’ at property line	4’ (+15%)
Serving Sideload Garages	26’	30’, taper to 26’ at property line	4’ (+15%)
Circular and Dual Frontage Driveway	26’	26’	No change
Aprons	Not to exceed 26’ at property line	Not to exceed 26’ at property line	No change

**CURRENT PROCESS FOR CONDITIONAL USES, VARIATIONS AND MINOR VARIATIONS**

The planning and zoning commission currently hears and decides as final administrative authority, all petitions for fence and sign variations, variations which do not exceed twenty-five percent (25%) of any requirement of the zoning code, and conditional uses for setback reductions that do not exceed twenty-five percent (25%) of the required setback in all required yards in the R-X, R-1 and R-A zoning districts. For variation and conditional use requests that exceed 25%, final authority rests with the

Village Board. The director of community development has the authority to grant a minor variation after holding an administrative hearing.

### **Variations**

Standards for variations are generally difficult to meet as applicants must prove a zoning hardship related to the physical characteristics of the property. Variations run with the land in perpetuity and permanent zoning relief is typically not granted if the variation standards are not met. Approval for variations also have a time limit. A variation will become null and void if a building permit is not issued and substantial work has not commenced within one year of approval. For example, a variation allowing increased lot coverage for a patio will be voided, meaning the patio could not be installed, if a permit is not issued and installation has not begun within the required timeframe.

### **Conditional Uses**

A conditional use is applied for certain uses that require more scrutiny and review because of the impacts it may have on the surrounding area – the zoning code states that conditional uses, because of their unique characteristics, cannot be properly classified in any particular zoning district without consideration of the impact of those uses upon adjoining properties and their impact on the neighborhood in general.

In contrast to variations whose standards are based on zoning hardships caused by the physical constraints of a property, standards for conditional uses are easier to meet because zoning relief would be supported based on the impact of the use upon its neighbors. Conditional use approval may be revoked if the use is not established or commenced within one year and is not completed within 18 months. Additionally, a conditional use expires if the use ceases for more than 12 months. For instance, a conditional use permit granted for a setback reduction for a detached garage would be revoked, meaning the detached garage could not be constructed, if a building permit is not obtained or construction does not begin within 18 months. If the garage was lawfully constructed but later demolished and is not reconstructed within one year, the conditional use would expire, and the property owner would need to reapply for conditional use approval before seeking a building permit.

### **Minor Variations**

Section 14.203(C)(11) currently grants the director of community development final administrative authority to hear and decide all petitions for minor variations. The following are currently eligible for minor variation requests:

1. Existing nonconforming accessory structures that meet the following requirements:
  - a. Will be replaced with the same type of structure,
  - b. Do not exceed a total of two (2) accessory structures per lot of record,
  - c. Extend into no more than forty percent (40%) of the required interior side yard setback,
  - d. Extend into no more than ten percent (10%) of the rear yard setback, or
  - e. Where the applicable lot coverage does not exceed the maximum permitted for that zoning district by more than ten percent (10%).
2. Parking requirements for uses in excess of two thousand five hundred (2,500) square feet in floor area located in the B-5 central commercial district and B-5C core central commercial district.

Upon receipt of an application for a minor variation, all property owners within one hundred feet (100') of the subject property will be mailed a public notice and a notice sign will be posted on the subject

property no more than thirty (30) days nor less than seven (7) days prior to the administrative hearing. After the administrative hearing has taken place and a decision has been made by the director of community development, any individual may file an appeal of the decision with the planning and zoning commission within five (5) calendar days of the director’s decision. Standards for minor variations must be met and vary based on the type of minor variation request. These standards are found under Section 14.203(C)(11). **Table 3** outlines the final authority for standard variations, minor variations and standard conditional uses.

**Table 3: Final Authority Responsibility Matrix Under Current Zoning Code**

	Final Authority		
	Director of Community Development	Planning & Zoning Commission	Village Board
<b>VARIATIONS</b>			
Any Chapter 14 Zoning requirement, except for fences	-	≤25%	>25%
Fences	-	All	-
Signs	-	All	-
Minor variations: <ul style="list-style-type: none"> <li>- Existing nonconforming accessory structures meeting certain requirements</li> <li>- Parking requirements for uses in excess of 2,500 SF in the B-5 and B-5C districts</li> </ul>	All	-	-
<b>CONDITIONAL USES</b>			
Setback reductions in all required yards in single-family residential zoning districts	-	≤25%	>25%

## CHANGES TO ADMINISTRATIVE FUNCTIONS

### New Administrative Variations

Staff proposes to rename all instances of “Minor Variations” to “Administrative Variations” to better reflect the entitlement being requested and to remove existing nonconforming accessory structures as an eligible request. Existing nonconforming accessory structures will be changed to a new administrative conditional use and is further discussed below. As proposed, the only request that would be eligible for an administrative variation is to vary parking requirements for uses in excess of two thousand five hundred (2,500) square feet in floor area located in the B-5 central commercial district and B-5C core central commercial district, which the Director of Community Development already serves as the administrative authority over. The standards for an administrative variation would remain the same as the standard for a minor variation. The Director of Community Development would have administrative authority over administrative variations.

### New Administrative Conditional Uses and Existing Nonconforming Accessory Structures

Staff proposes a new administrative process that would authorize the Director of Community Development to assume final administrative authority over certain conditional use requests. Public noticing and administrative hearings for an administrative conditional use would be identical to the current minor variation (proposed administrative variation) process. Any decision made by the Director of Community Development for an administrative conditional use would be appealable to the Planning and Zoning Commission. The new standards for administrative conditional uses are proposed below and would be easier to meet than the administrative variation standards. No administrative conditional use shall be granted by the Village unless the administrative conditional use:

- Is so designed, located, and proposed to be operated that the public health, safety and welfare will be protected.
- Will not be injurious to the uses and enjoyment of other property in the neighborhood in which it is located.
- That in all other respects, the administrative conditional use conforms to the applicable regulations of the district in which it is located.

Staff proposes to change the relief mechanism for certain existing nonconforming accessory structures, from a minor variation to an administrative conditional use. Under this change, an existing nonconforming accessory structure is eligible for an administrative conditional use if the accessory structure meets the existing criteria under minor variations.

An example of when administrative conditional use approval for an existing nonconforming accessory structure might be sought is when a homeowner replaces an existing nonconforming patio that exceeds the maximum permitted lot coverage with a new patio that reduces the existing lot coverage but still exceeds the allowable limit by not more than 10%.

### Standard Conditional Uses to Include Fences and Accessory Structures

#### Fences

In the past seven years, there have been a total of nine fence variation requests. See **Table 4** below. Out of these nine requests, the Planning and Zoning Commission denied only one fence variation request (PZ-07-23) and disagreed with staff’s recommendation to approve a fence variation on another case (PZ-12-18). Since the Planning and Zoning Commission has historically approved most of these requests, staff proposes to change all fence requests in single-family residential districts to conditional uses. This would remove the burden on homeowners to prove a zoning hardship since the conditional use standards are easier to attain. The proposed change would meet the strategic plan goal of enabling property owners in single-family residential districts to improve their properties by eliminating unnecessary obstacles to such improvements. Fence petitions for nonsingle-family residential properties would remain as variations. Final authority for all fence petitions would remain with the Planning and Zoning Commission.

**Table 4: Fence Variation History in the Last 8 Years**

Zoning Case No.	Address	Request	Staff Rec.	P&Z Decision
PZ-16-17	101 Horner Ln	Fence Height: 11’ tall Fence Location: Front Yard	Approve	5-0 Approved
PZ-12-18	15-19 N. Elmhurst Rd	Fence Height: 8’ tall	Approve	0-6 Denied
PZ-09-19	1 S. Busse Rd	Fence Location: Exterior Side Yard	Approve	5-0 Approved
PZ-12-20	2004 W. Lonquist Bl	Fence Location: Front Yard	Approve	4-0 Approved
PZ-07-21	1650 Dempster St	Fence Height: 11’ tall with an additional 12” of Y-shaped barbed wire atop and four 16’ tall fence posts	Approve	5-0 Approved
PZ-03-22	1650 Greenbriar Dr	Fence Location: Front Yard	Approve	5-0 Approved
PZ-07-23	902 Willow Ln	Fence Location: Exterior Side Yard	Deny	4-0 Denied
PZ-08-23	900 Emerson Ct	Fence Location: Front Yard	Approve	4-0 Approved
PZ-10-23	201 W. Council Trl	Fence Location: Front Yard	Approve	4-0 Approved

### New Accessory Structures

Currently, any relief request to increase the size, height and location of accessory structures requires a variation. If the request is 25% or less of the zoning requirement, approval from the Planning and Zoning Commission is required; if it exceeds 25%, it requires approval from the Village Board. **Table 5** on the following page shows that in the last 20 years, the Village Board had final authority on only three variation requests out of thirteen requests related to accessory structures in single-family residential districts and that these requests were approved. Staff proposes to change all relief requests related to accessory structures in single-family residential districts to conditional uses for the same reasons stated under fences. The standards for conditional uses are easier to attain and would align with Goal 3 of the strategic plan. This change would not apply to existing nonconforming accessory structures, which were addressed previously and are proposed as administrative conditional uses and approved by the community development director.

The Planning and Zoning Commission would have final authority over all conditional use petitions for accessory structures.

**Table 5: Accessory Structure Variation History in the Last 20+ Years**

Zoning Case No.	Address	Request	Size (SF)	Staff Rec.	P&Z Rec./ Decision	VB Decision
PZ-11-02	306 N. Owen St	Detached Garage Size	770	Deny	6-0 Denied	N/A
PZ-24-02	915 S. Owen St		768	Deny	4-0 Approved	N/A
PZ-46-04	1310 Burning Bush Ln		750	Deny	4-3 Denied	N/A
PZ-28-07	1030 Linneman Rd		840	Deny	4-0 Approved	N/A
PZ-25-08	1504 Larch Ln	Shed Height	12'-0"	Deny	6-0 Denied	N/A
PZ-27-12	903 Ironwood Dr	Detached Garage Height	13'-3" (to midpoint of roof)	Deny	7-0 Approved	N/A
PZ-07-13	2008 Hopi Ln	Shed Location	In easement	Approve	7-0 Rec. Approval	5-0 Approved
PZ-08-16	214 N. Emerson St	Detached Garage Height	12'-10" to midpoint of roof	Deny	7-0 Approved	N/A
PZ-13-20	300 E. Evergreen Av	Detached Garage Size & Height	1047	Deny	2-2 Denied	6-0 Approved
PZ-05-21	707 See Gwun Av	Shed Size & Height	192 SF & 12'-3.5"	Approve	3-2 Approved	N/A
PZ-26-21	122 N. Emerson St	Detached Garage Size & Height	838 SF & 18'-3.375"	Approve	4-0 Approved	N/A
PZ-04-23	1306 Pima Ln	Detached Garage Size	792	Deny	5-0 Denied	N/A
PZ-12-24	2004 W. Lonquist Bl	Shed Location	In front yard	Approve	4-0 Rec. Approval	5-0 Approved

**Table 6** on the following page outlines the proposed final authority for both variations and conditional uses.

**Table 6: Final Authority Responsibility Matrix Under Proposed Amendments**

	Final Authority		
	Director of Community Development	Planning & Zoning Commission	Village Board
<b>VARIATIONS</b>	<b>Administrative</b>	<b>Standard</b>	<b>Standard</b>
Parking Requirements for Uses in Excess of 2,500 square feet in the B-5/B-5C Districts <sup>1</sup>	All	-	-
Fences in Nonsingle-Family Residential Districts		All	
Signs	-	All	-
All Other Chapter 14 Zoning requirements	-	≤25%	>25%
<b>CONDITIONAL USES</b>	<b>Administrative</b>	<b>Standard</b>	<b>Standard</b>
Existing Nonconforming Accessory Structures <sup>2</sup>	All	-	-
Relief from Accessory Structure Requirements in Single-Family Residential Districts	-	All	-
Setback Reductions in Required Yards in Single-Family Residential Districts	-	≤25%	>25%
Fences in Single-Family Residential Districts	-	All	-

- 1 No change from what is currently under the purview of the community development director’s authority as a minor variation.
- 2 Applicable structures shall: (i) be replaced with the same type of structure, (ii) do not exceed a total of two (2) accessory structures per lot of record, (iii) extend into no more than forty percent (40%) of the required interior side yard setback, and (iv) extend into no more than ten percent (10%) of the rear yard setback.

**14.201: ORGANIZATION (and in all other instances in the Zoning Code)**

Change all instances of “Minor variations” to “Administrative variations” and add “Administrative conditional uses”.

**14.203: PROCEDURES FOR ADMINISTRATIVE FUNCTIONS**

Staff proposes to create separate categories for administrative variations and administrative conditional uses under this section and to modify the list of eligible requests provided under the existing minor variations (now administrative variations) subsection to remove “existing nonconforming accessory structures”. Relief requests for existing nonconforming accessory structures meeting certain requirements will be eligible as administrative conditional uses rather than as minor variations under this amendment. Additionally, staff proposes a separate application process and submission requirements for administrative variation or administrative conditional use requests. New standards for administrative conditional uses are also proposed. The administrative hearing and appeals process for administrative variations and administrative conditional uses will also be outlined in this section.

**14.604: LAND USE TABLE 1**

The following land uses have been added as conditional uses to Section 14.604 Land Use Table 1 in the appropriate alphabetical locations: 1) relief requests for accessory structures in the R-X, R-1 and R-A single-family residential zoning districts, except for existing nonconforming accessory structures that are eligible for administrative conditional use approval; 2) relief requests for fences in the R-X, R-1 and R-A single-family residential zoning districts; and 3) existing nonconforming accessory structures as

administrative conditional uses. The planning and zoning commission will have final authority over items 1) and 2), and the director of community development will have final authority over item 3).

**14.2401: PURPOSE**

Staff proposes to add definitions of ACCESSORY STRUCTURE, ADMINISTRATIVE VARIATION, ADMINISTRATIVE CONDITIONAL USE and PERMITTED OBSTRUCTION in the appropriate alphabetical order.

**SUMMARY OF PROPOSED CHANGES TO THE ZONING CODE**

Staff is proposing a comprehensive update to the zoning code. The following attachments contain the redlined code sections:

- Attachment A: Chapter 14, Article 2 – Administration and Enforcement
- Attachment B: Chapter 14, Article 3 – Section 14.304.1 Design Standards
- Attachment C: Chapter 14, Article 3 – Section 14.306 Accessory Structures
- Attachment D: Chapter 14, Article 6 – Section 14.604 Land Use Table 1
- Attachment E: Chapter 14, Article 22 – Section 14.2204 Residential Driveways
- Attachment F: Chapter 14 Article 24 – Section 14.2401 Definitions

The proposed text amendments are contained in the attached documents. Modifications to each of the chapters are indicated as **deletions** and **additions**.

**STANDARDS FOR TEXT AMENDMENTS**

The Planning and Zoning Commission shall review the standards and findings of fact outlined in **Exhibit A** and 1) accept them without changes, 2) accept them with changes, or 3) reject the findings. The Planning and Zoning Commission shall use the findings of fact to guide their recommendation to the Village Board.

**STAFF RECOMMENDATION**

The proposed text amendments meet the standards contained in Section 14.203(D) of the Zoning Ordinance. Staff requests that the Planning and Zoning Commission make a motion to adopt staff’s findings as the findings of the Planning and Zoning Commission and recommend approval of the following motion:

1. “To adopt the text amendments to Chapter 14 of the Mount Prospect Village Code.”

The Village Board’s decision is final.


ATTACHMENTS:

**ADMINISTRATIVE CONTENT**  
 (Zoning Request Application, Responses to Standards, etc...)

**PLANS**  
 (Plat of Survey, Site Plan, etc.)

**OTHER**  
 (Supplemental Information, Public Comments Received, etc...)

I concur:

  
 Jason C Shallcross, AICP, CEcD  
 Director of Community Development

**Exhibit A**  
**Standards and Findings of Fact**

**TEXT AMENDMENT STANDARDS**

Section 14.203.D.8.b of the Village of Mount Prospect Zoning Ordinance provides that when a text amendment is proposed, the planning and zoning commission shall make findings based upon the evidence presented to it in each specific case with respect to, but not limited to, the following matters:

1. The degree to which the proposed amendment has general applicability within the village at large and not intended to benefit specific property.
2. The consistency of the proposed amendment with the objectives of this chapter and the intent of the applicable zoning district regulations.
3. The degree to which the proposed amendment would create nonconformity.
4. The degree to which the proposed amendment would make this chapter more permissive.
5. The consistency of the proposed amendment with the comprehensive plan.
6. The degree to which the proposed amendment is consistent with village policy as established in previous rulings on petitioners involving similar circumstances.

Staff's Findings: The proposed text amendments have general applicability to the single-family residential districts within the Village of Mount Prospect at large and are not intended to benefit a specific property. The proposed text amendments are in line with the Village requirement that the Planning and Zoning Commission and the Village Board review the effectiveness of the Village's Zoning Ordinance on an annual basis. The proposed changes are intended to reflect current Village objectives as outlined in the Comprehensive Plan. The proposed amendments further implement an Action Item identified under Goal 3 of the Village's 2024–2029–2039 Strategic Plan and continue work listed as “In Progress” under the 2025–2030–2040 Strategic Plan, including the evaluation of zoning regulations to promote single-family residential neighborhoods. “Common Residential Zoning Conflicts (Accessory Structures, Driveways, Relief Process) Text Amendments”, the completion of “Current Zoning Regulations to Promote Single-Family Residential Neighborhoods” and “Monotony for New Detached Single-Family Residential Policy” are all listed as Action Items in Progress under the Village's 2025-2030-2040 Strategic Plan. The proposed text amendment are intended to modernize and clarify zoning regulations affecting single-family residential neighborhoods, eliminate unnecessary regulatory obstacles, improve administrative efficiency, and better align the Zoning Ordinance with current development patterns, community expectations, and adopted Village policy direction.

Based on the foregoing, staff finds that the proposed amendments satisfy the standards as required in Section 14.203(D) of the Zoning Ordinance and recommends approval of the text amendments.

**Exhibit B**  
**Size of Detached Garages**  
**Comparison of Neighboring Municipalities**

<b>Maximums for Detached Garage</b>	<b>Height</b>	<b>Area</b>
Mount Prospect	15'	672 SF (32' x 21')
Arlington Heights	15'	720 SF
Elk Grove Village	15'	600 SF, no side may exceed 25'
Des Plaines	15'	720 SF
Park Ridge	18' >15' requires appeal to appearance commission	720 SF
Prospect Heights	15'	720 SF
Wheeling	Cannot exceed height of principal structure, up to 24'	800 SF
Palatine	15' to midpoint of roof	

**Exhibit C**  
**Driveway Width**  
**Comparison of Neighboring Municipalities**

<b>Width of Driveway Requirements in Neighboring Communities</b>					
	<b>1-car garage</b>	<b>2-car garage</b>	<b>3-car garage</b>	<b>Setback from Property Line</b>	<b>Apron Width</b>
<b>Mount Prospect</b>	26'	26'	As wide as garage up to 33', taper to 26'	0'	As wide as driveway at property line
<b>Palatine</b>	30', taper to 25'	30', taper to 25'	35', taper to 25'	2'	
<b>Arlington Heights</b>	22'	22'	32', taper to 22'	>70' lot – setback 3'	
<b>Prospect Heights</b>	22' at property line	22' at property line	22' at property line		28'
<b>Elk Grove Village</b>	20'	30'	30'		26' (single) or 36' (2- or 3-car garage); Min. 2' and max. 3' flare at curb
<b>Des Plaines</b>	20'	23'	26'	2'	Match driveway
<b>Park Ridge</b>	Detached – as wide as garage for 20', then taper down to 12' Attached – as wide as garage				
<b>Wheeling</b>	No wider than garage, plus a 4' walkway				
<b>Recommendation</b>	30'	30'	30'	0	



Village of Mount Prospect  
 Community Development Department  
 50 S. Emerson Street  
 Mount Prospect, Illinois 60056  
 Phone: (847) 818-5328

## Zoning Request Application

<b>Official Use Only (To be completed by Village Staff)</b>		
Case Number: P&Z -	<u>01</u> - <u>26</u>	Date of Submission: <u>08/01/2024</u> Hearing Date: <u>02/26/2026</u>
Project Name/Address: <u>ZONING CODE UPDATES</u>		

<b>I. Subject Property</b>	
Address(es): <u>50 S. EMERSON STREET, MOUNT PROSPECT IL 60056</u>	
Zoning District (s): <u>N/A</u>	Property Area (Sq.Ft. and/or Acreage): <u>N/A</u>
Parcel Index Number(s) (PIN(s): <u>N/A</u>	

<b>II. Zoning Request(s) (Check all that apply)</b>	
<input type="checkbox"/> Conditional Use: For _____	
<input type="checkbox"/> Variation(s): To _____	
<input type="checkbox"/> Zoning Map Amendment: Rezone From _____ To _____	
<input checked="" type="checkbox"/> Zoning Text Amendment: Section(s) <u>Chapter 14</u>	
<input type="checkbox"/> Other: _____	


<b>III. Summary of Proposal (use separate sheet if necessary)</b>
See attached memo.

<b>IV. Applicant (all correspondence will be sent to the applicant)</b>	
Name: <u>Jason C. Shallcross</u>	Corporation: <u>Village of Mount Prospect</u>
Address: <u>50 S. Emerson Street</u>	
City, State, ZIP Code: <u>Mount Prospect, IL 60056</u>	
Phone: <u>847-818-5328</u>	Email: <u>comdev@mountprospect.org</u>
Interest in Property: <u>Director of Community Development</u> (e.g. owner, buyer, developer, lessee, architect, etc...)	

V. Property Owner	
<input type="checkbox"/> Check if Same as Applicant	
Name: <u>N/A</u>	Corporation: _____
Address: _____	
City, State, ZIP Code: _____	
Phone: _____	Email: _____

In consideration of the information contained in this petition as well as all supporting documentation, it is requested that approval be given to this request. The applicant is the owner or authorized representative of the owner of the property. The petitioner and the owner of the property grant employees of the Village of Mount Prospect and their agent's permission to enter on the property during reasonable hours for visual inspection of the subject property.

I hereby affirm that all information provided herein and in all materials submitted in association with this application are true and accurate to the best of my knowledge.

Applicant:  Date: 8/01/2024  
 (Signature) \_\_\_\_\_  
Jason C. Shallcross  
 (Print or Type Name)

If applicant is not property owner:

I hereby designate the applicant to act as my agent for the purpose of seeking the zoning request(s) described in this application and the associated supporting material.

Property Owner: N/A Date: \_\_\_\_\_  
 (Signature) \_\_\_\_\_  
 \_\_\_\_\_  
 (Print or Type Name)



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING CHAPTER 14 “ZONING” OF THE VILLAGE CODE OF THE VILLAGE OF MOUNT PROSPECT, ILLINOIS**

**WHEREAS**, the Village of Mount Prospect is a home rule municipality as defined by Article VII, § 6 of the Illinois Constitution of 1970; and

**WHEREAS**, the President and Board of Trustees of the Village of Mount Prospect desire to make certain amendments to the Village Code of Mount Prospect as set forth below; and

**WHEREAS**, pursuant to the authority granted under the Illinois Municipal Code and in accordance with home rule authority granted to home rule municipalities, the President and Board of Trustees of the Village of Mount Prospect approve the amendments as set forth below.

**BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MOUNT PROSPECT, COOK COUNTY, ILLINOIS:**

**SECTION 1:** Section 14.202, “Organization,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

The administration of this chapter is hereby vested in the following elected and appointed boards and professional staff:

Village board of trustees  
Planning and zoning commission  
Director of community development

The administrative functions of this chapter are as follows:

Zoning compliance reviews  
Issuance of certificates of occupancy  
Variations  
Text and map amendments  
Appeals  
Conditional uses  
Public hearings  
Fees and penalties  
Administrative variations  
Administrative conditional uses

**SECTION 2:** Subsection A (1) of Section 14.202, “Administrative Bodies and Specific Duties,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

1. Receive recommendations from the planning and zoning commission concerning all text and map amendments, certain conditional use permits, certain variations and to approve or disapprove any such recommendation from the planning and zoning commission.

**SECTION 3:** Subsection B (1) of Section 14.202, “Administrative Bodies and Specific Duties,” of Article II, “Administration and Enforcement,” to

Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

1. To hear petitions for certain variations, certain conditional use permits, map and text amendments and prepare recommendations to the village board regarding such petitions.

**SECTION 4:** Subsection B (2) of Section 14.202, “Administrative Bodies and Specific Duties,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

2. To hear and decide as final administrative authority, all petitions for fence variations, all conditional use petitions for fences in the R-X, R-1, and R-A zoning districts, conditional use petitions for accessory structures in the R-X, R-1, and R-A zoning districts, and conditional uses for residential setback reductions in the R-X, R-1, and R-A zoning districts which do not exceed twenty five percent (25%) of any requirement of this chapter. The planning and zoning commission shall also hear and decide variations which do not exceed twenty five percent (25%) of any requirement of this chapter. The planning and zoning commission shall not hear and decide as final administrative authority any petitions for administrative variations and/or administrative conditional uses.

**SECTION 5:** Subsection C (2) of Section 14.202, “Administrative Bodies and Specific Duties,” of Article II, “Administration and Enforcement,” to

Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

2. Forward to the planning and zoning commission all applications for appeals; variations, except for administrative variations; conditional uses, except for administrative conditional uses; map or text amendments; or other matters on which the planning and zoning commission is required to review under this chapter.

**SECTION 6:** Subsection C (4) of Section 14.202, “Administrative Bodies and Specific Duties,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

4. Maintain possession of appropriate records and files pertaining to the zoning ordinance, including, but not limited to, zoning maps, amendments, conditional uses, administrative conditional uses, variations, administrative variations, and appeals.

**SECTION 7:** Subsection C (9) of Section 14.202, “Administrative Bodies and Specific Duties,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

9. Conduct administrative hearings and make final determinations on administrative variations and administrative conditional uses.

**SECTION 8:** Section 14.202, “Administrative Bodies and Specific Duties,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended to add subsection (D) as follows:

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D. TABLE OF ADMINISTRATIVE BODIES AND SPECIFIC DUTIES:

	Final Authority		
	Director of Community Development	Planning & Zoning Commission	Village Board
<b>VARIATIONS</b>	Administrative	Standard	Standard
Parking requirements for uses in excess of 2,500 square feet in the B-5/B-5C districts	All	-	-
Fences in nonsingle-family residential districts	-	All	-
Sign variations	-	All	-
All other Chapter 14 zoning requirements	-	≤25%	>25%
<b>CONDITIONAL USES</b>	Administrative	Standard	Standard
Existing nonconforming accessory structures <sup>1</sup>	All	-	-
Relief from accessory structure requirements in single-family residential districts	-	All	-
Setback reductions in required yards in single-family residential zoning districts	-	≤25%	>25%
Fences in single-family residential districts	-	All	-

1 Applicable structures shall: (i) be replaced with the same type of structure, (ii) not exceed a total of two (2) accessory structures per lot of record, (iii) extend into no more than forty percent (40%) of the required interior side yard setback, and (iv) extend into no more than ten percent (10%) of the rear yard setback.

**SECTION 9:** The heading of Subsection C of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended to read as follows:

C. Variations and Administrative Variations:

**SECTION 10:** Subsection C (1) of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

1. Intent: Variations shall be granted or recommended for approval only where the planning and zoning commission, or in the case of administrative variations, the director of community development, makes findings of fact in accordance with the standards set forth in this chapter, and further finds that the regulations of this chapter will impose practical difficulties or particular hardships on the petitioner in carrying out the strict letter of the regulations of this chapter.

**SECTION 11:** Subsection C (2) of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

2. Authority: The director of community development may, after an administrative hearing, grant an administrative variation as provided in

this chapter. The planning and zoning commission may, after a public hearing, grant or recommend for approval a variation in harmony with the general purpose and intent of this chapter.

**SECTION 12:** Subsection C (3) of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

3. Initiation: An application for an administrative variation or variation may be made by any person, firm, other entity, corporation, or by any governmental entity requesting or intending to request application for a building permit.

**SECTION 13:** Subsection C (4) of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

4. Filing Of Applications: An application for an administrative variation or variation shall be filed with the director of community development on forms obtained from the community development department. Such form shall include all information necessary for processing the request, including, but not limited to, a statement on specific hardship, the extent of variation requested, legal description of subject property, survey, site plan, appropriate proof of ownership, or proof of authority. The application form may be revised from time to time. The application shall be filed with the appropriate fee in an amount established by the board of trustees.

**SECTION 14:** Subsection C (5) of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

5. Public Hearing: Public hearings for variations and administrative variations shall be held in compliance with state statutes and provisions of this chapter as described in subsection G or subsection H of this section.

**SECTION 15:** Subsection C (6) of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

6. Action By Planning And Zoning Commission: The planning and zoning commission shall hear and decide as final administrative authority, all petitions for fence variations in nonsingle-family residential districts and variations which do not exceed twenty five percent (25%) of any requirement of this chapter.

The planning and zoning commission shall make recommendations to the village board on all variations which are more than twenty-five percent (25%) of any requirement of this chapter.

In all petitions for variations, the planning and zoning commission shall make findings of fact based on the standards listed in subsection C9 of this chapter. In all petitions for administrative variations, the planning

and zoning commission shall make findings of fact based on the standards listed in subsection C11c of this chapter.

**SECTION 16:** Subsection C (11) of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

11. Administrative Variations:

a. Action By Director Of Community Development: The director of community development shall consider the following administrative variations and may either administratively approve or remand to the Planning and Zoning Commission for further action. The following types of relief are eligible as administrative variations, and requests that are not included in this eligibility list may apply for a standard variation:

(1) Parking requirements for uses in excess of two thousand five hundred (2,500) square feet in floor area located in the B-5 central commercial district and B-5C core central commercial district.

b. Filing of Application: All applications for administrative variations shall be made on an appropriate application form provided by the Village. The application for administrative variations shall be filed and processed in the manner prescribed for variations and shall be accompanied by the following information:

(1) Said application shall contain the following information:

- (A) Zoning Request Application / Petition for Hearing;
- (B) Affidavit of Ownership;

- (C) Proof of Ownership;
- (D) Paid receipt of the most recent tax bill;
- (E) Responses to applicable standards;
- (F) Plat of Survey;
- (G) Site plan;
- (H) Building elevation(s), existing and proposed, if applicable;
- (I) Floor plans, if applicable;
- (J) Preliminary engineering plans, if applicable;
- (K) Legal description of the subject property;
- (L) Any other information deemed necessary by the Village.

c. Standards for Administrative Variations:

(1) For an administrative variation request considering a reduction in the minimum number of required parking spaces in the B-5 central commercial district and B-5C core central commercial district, the director of community development shall make findings of fact based on the petition and public input according to the following standards:

(A) Whether the requested relief will be out of character with the neighborhood.

(B) Whether there are other properties within the same zoning district, which have received a variation from the same regulation.

(C) Whether there is public parking available within one thousand feet (1,000').

(D) Whether there is public transit (e.g., train station) available within one thousand feet (1,000').

(E) Whether there are adjacent land uses with different peak parking demand periods based on the hours of operations.

(F) Whether there is a shared parking agreement/valet service provided.

d. Hearings: Administrative hearings shall be held for administrative variations in compliance with the provisions as described in subsection H of this section.

e. Administrative Approvals: Administrative variations adhering to the application submittal requirements and ordinance requirements may be administratively approved as follows:

(1) After the administrative variation application is submitted and reviewed by the various Village departments, the director of community development will indicate if the applicant may proceed forward with seeking approval of the requested relief with the sign-off approval of the surrounding property owners.

(2) In all cases where the director of community development grants an administrative variation, an authorizing determination shall be prepared that may set forth the terms for operation of the conditional use. The village clerk shall record the authorizing determination with the county recorder of deeds.

f. Appeal Of Director Of Community Development Decision: Any individual may file an appeal of the decision of the director of community development regarding an administrative variation with the planning and zoning commission. Such appeal shall be filed

with the director of community development within five (5) calendar days of the director's decision.

12. **Additional Restrictions:** In the granting of a variation or administrative variation, additional conditions and restrictions may be placed upon the premises, which are necessary to comply with the standards listed above and the objectives of this chapter.

13. **Revocation:** Where a variation or administrative variation has been granted pursuant to the provisions of this chapter, such approval shall become null and void unless a building permit is issued and work is substantially under way within twelve (12) months of the date of the variation, unless the variation approval is extended by the planning and zoning commission or the administrative variation approval is extended by the director of community development.

14. **Effect Of Denial Of Proposal:** No application for a variation which has been denied by the planning and zoning commission or village board or for an administrative variation which has been denied by the director of community development shall be resubmitted for a period of one year from the date of the denial, except on grounds of new evidence or proof of change of condition found to be valid by the director of community development.

**SECTION 17:** Subsection F of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

F. **Conditional Uses and Administrative Conditional Uses:**

1. Intent And Applicability: The development and administration of this chapter is based upon the village being divided into zoning districts within which the use of land and buildings and the bulk and location of buildings and structures is substantially uniform. However, it is recognized that there are certain uses which, because of their unique characteristics, cannot be properly classified in any particular zoning district without consideration of the impact of those uses upon adjoining properties and their impact on the neighborhood in general. Such conditional uses fall into two (2) categories:

a. Uses publicly operated or uses traditionally promoting a public interest or benefit.

b. Uses entirely private in character but of a nature that their operation may present a different impact upon adjoining properties or the neighborhood in general.

2. Authority: Except as otherwise provided in subsection F10 of this section, the planning and zoning commission shall convene a public hearing on a conditional use application. The planning and zoning commission shall prepare findings of fact based on evidence presented addressing required standards, and submit a recommendation on an application to the village board for their review and final decision.

3. Initiation: Any person, firm, corporation, office or other legal entity having ownership interest in land, or a contractual interest that may become an ownership interest, may file an application with the consent of the property owner.

4. Filing Of Application: An application for a conditional use shall be filed with the director of community development on forms obtained from the community development department. Except as otherwise provided in subsection F10 of this section, the director shall, upon receiving a complete application for a conditional use, forward the application, along with other

data considered important by the director, to the planning and zoning commission for their review and recommendation to the village board.

5. Public Hearings: Public hearings for conditional uses and administrative conditional uses shall be held in compliance with state statutes and provisions of this chapter as described in subsection G or subsection H of this section.

6. Recommendation By The Planning And Zoning Commission: Except as otherwise provided in subsection F10 of this section, the director of community development shall submit the written recommendation of the planning and zoning commission on an application for a conditional use to the village board within thirty (30) days of conclusion of the public hearing. Extension of this time period may be allowed by mutual consent of the applicant and the director of community development.

For petitions for conditional uses involving any of the following in the R-X, R-1, and R-A zoning districts:

- a. Residential setback reductions in any yard that do not exceed twenty-five percent (25%) of the applicable setback requirements of this chapter;
- b. Relief from the accessory structure requirements; and
- c. Fence petitions;

the Planning and Zoning Commission shall hear and decide such petitions as the final administrative authority. The planning and zoning commission shall make recommendations to the village board on all conditional uses involving residential setback reductions in all yards in the R-X, R-1, and R-A zoning districts that exceed twenty five percent (25%) of the setback requirement(s) of this chapter.

## 7. Action By The Village Board:

a. The village board shall not act upon a proposed conditional use until it has received a written report and recommendation from the planning and zoning commission provided by the director of community development.

b. The village board may approve a conditional use by ordinance, deny, or refer back to the planning and zoning commission for further review. The village board may establish such conditions and restrictions upon the establishment, location, construction, maintenance, and operation of the conditional use, as is deemed necessary for the protection of adjoining properties and the neighborhood in general and the public interest.

c. In all cases where the village board permits a conditional use, the authorizing ordinance shall specifically set forth the terms for operation of the conditional use.

d. Any conditional use which fails to receive a favorable recommendation from the planning and zoning commission shall not be granted by the village board unless there is a concurring vote of five (5) if all seven (7) members of the corporate authorities are present and voting, and a concurring vote of four (4) if less than seven (7) members of the corporate authorities are present and voting.

8. Standards For Conditional Uses: Except as otherwise provided in subsection F10 of this section, no conditional use shall be recommended for approval by the planning and zoning commission unless it finds:

a. That the establishment, maintenance, or operation of the conditional use will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare;

b. That the conditional use will not be injurious to the uses and enjoyment of other property in the immediate vicinity for the purposes already

permitted, nor substantially diminish and impair property values within the neighborhood in which it is to be located;

c. That the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district;

d. That adequate public utilities, access roads, drainage and/or necessary facilities have been or will be provided;

e. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets;

f. That the proposed conditional use is not contrary to the objectives of the current comprehensive plan for the village; and

g. That the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified pursuant to the recommendations of the planning and zoning commission.

9. Conditions And Guarantees: Except as otherwise provided in subsections F6 and F10 of this section, in all cases where conditional uses are granted, and conditions regulating the use are established as described in subsection F8 of this section, the village board shall require such evidence and guarantees as it may deem necessary as proof that the conditional use complies with all regulating conditions.

#### 10. Administrative Conditional Uses.

a. Action By Director Of Community Development: The director of community development shall consider the following administrative conditional uses and may either administratively approve or remand to the Planning and Zoning Commission for further action. The following types of relief are eligible as administrative conditional uses:

(1) Existing nonconforming accessory structures:

(A) Applicable Structures:

- (i) Will be replaced with the same type of structure,
- (ii) Do not exceed a total of two (2) accessory structures per lot of record,
- (iii) Extend into no more than forty percent (40%) of the required interior side yard setback,
- (iv) Extend into no more than ten percent (10%) of the rear yard setback, or
- (v) Where the applicable lot coverage does not exceed the maximum permitted for that zoning district by more than ten percent (10%).

b. Filing of Application: All applications for administrative conditional uses shall be made on an appropriate application form provided by the Village. The application for administrative conditional uses shall be filed and processed in the manner prescribed for conditional uses and shall be accompanied by the following information:

(1) Said application shall contain the following information:

- (A) Zoning Request Application / Petition for Hearing;
- (B) Affidavit of Ownership;
- (C) Proof of Ownership;
- (D) Paid receipt of the most recent tax bill;
- (E) Responses to applicable standards;
- (F) Plat of Survey;
- (G) Site plan;
- (H) Building elevation(s), existing and proposed, if applicable;
- (I) Floor plans, if applicable;

- (J) Preliminary engineering plans, if applicable;
- (K) Legal description of the subject property;
- (L) Any other information deemed necessary by the Village.

c. Standards for Administrative Conditional Uses. No administrative conditional use shall be granted by the Village unless the administrative conditional use:

(1) Is so designed, located, and proposed to be operated that the public health, safety and welfare will be protected.

(2) Will not be injurious to the uses and enjoyment of other property in the neighborhood in which it is located.

(3) That in all other respects, the administrative conditional use conforms to the applicable regulations of the district in which it is located.

d. Administrative conditional uses adhering to the application submittal requirements and ordinance requirements may be administratively approved as follows:

(1) After the administrative conditional use application is submitted and reviewed by the various Village departments, the director of community development will indicate if the applicant may proceed forward with seeking approval of the requested relief with the sign-off approval of the surrounding property owners.

(2) In all cases where the director of community development grants an administrative conditional use, an authorizing determination shall be prepared that may set forth the terms for operation of the conditional use. The village clerk shall record the authorizing determination with the county recorder of deeds.

e. Appeal Of Director Of Community Development Decision: Any individual may file an appeal of the decision of the director of community

development regarding an administrative conditional use with the planning and zoning commission. Such appeal shall be filed with the director of community development within five (5) calendar days of the director's decision.

11. Effect Of Denial Of Application: No application for a conditional use which has been denied by the village board shall be resubmitted for a period of one year from the date of denial, except on the grounds of new factual evidence, or a change in conditions which would alter the concept or intent of the request. Such changes may include reductions in density or building height, changes in land use and road standards and alignment, or conditions which would have a positive effect on surrounding property, and serve to address the circumstances of the denial of the original application. Such change or new evidence must be reviewed and acknowledged by the director of community development before a new application can be submitted for a public hearing.

12. Revocation:

a. In any case where the construction of an approved conditional use is not substantially under way, or if a use is not established or commenced in the building within one year from the date of granting thereof, and completed within eighteen (18) months, then, without further action by the village board, the conditional use or authorization thereof shall be null and void.

b. A conditional use may be revoked if conditional use as established or constructed on the site does not conform to the established conditions for approval. The director of community development will be responsible for advising the village board of any violations and the village board may then authorize the planning and zoning commission to schedule a public hearing to consider revoking the conditional use permit. After conducting the public hearing, the planning and zoning commission shall

then prepare a written report and recommendation to submit to the village board. Upon receipt of the planning and zoning commission report, the village board shall then render a final judgment regarding rescinding the conditional use permit and accompanying ordinance.

13. Expiration And Transferability: The conditional use shall expire if the conditional use shall cease for more than twelve (12) months for any reason. However, the ownership of an authorized conditional use may be changed if the use remains unchanged.

14. Modification Or Intensification: Any modification or intensification of a conditional use which alters the essential character or operation of the use in a way not intended at the time the conditional use was granted shall require a new conditional use permit. Such conditional use permit shall be applied for prior to any modification of the use or property. The director of community development shall determine whether the proposed modification or intensification represents an alteration in the essential character of the original conditional use as approved. The operator of the conditional use shall provide the director of community development with all the necessary information related to the conditional use to render this determination.

**SECTION 18:** Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended by adding a new subsection H and the heading of the existing subsection H of Section 14.203, “Procedures For Administrative Functions,” of Article III, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended and shall read as follows:

## H. Administrative Hearing Procedures:

(1) Upon receipt of an application for an administrative variation or an administrative conditional use, the director of community development shall review the application for completeness and assign a case number to the request.

(2) For all applications for administrative variations or administrative conditional uses, the department of community development shall provide a list of all owners of record of property lying within one hundred feet (100'), exclusive of right of way width, of the parcel subject to the public hearing. The director of community development shall cause a copy of the public notice to be mailed to all property owners on the list no more than thirty (30) days nor less than seven (7) days prior to the hearing.

(3) An administrative notice shall contain the case number assigned to the application, the address of the property, a brief statement on the nature of the administrative variation or administrative conditional use, the name and address of the property owner, the petitioner and their legal representative, and the date, time and location of the administrative hearing.

(4) For all applications for an administrative variation or administrative conditional use, the director of community development shall also cause one or more signs to be posted on the property, which is the subject of the administrative hearing.

(5) The number and location of signs shall be determined by the director of community development.

(6) The sign must be a minimum of thirty inches by thirty inches (30" x 30") in size, having letters a minimum of two inches (2") high, and contain the following information:

(A) The fact that an administrative hearing that affects the subject property will be held, with direction to interested members of the general public to call the office of the community development director for further information concerning date, time and place and subject matter of said administrative hearing.

(B) Any interested person may appear and be heard at the hearing and such appearance may be made in person, by agent (if a corporation), or in writing.

I. Administrative Site Plan Review:

**SECTION 19:** Subsection B of Section 14.304.1, "Design Standards," of Article III, "General Provisions," to Chapter 14, "Zoning" to the Mount Prospect Village Code shall be amended by adding a new sub-subsection (3) and new sub-subsection (4) as follows:

3. Architectural Diversity: To promote architectural diversity and avoid repetitive building patterns, no detached single-family dwelling constructed within a residential subdivision approved after the effective date of this ordinance, or constructed as new principal residential construction on an individual lot, shall be similar in appearance to any other detached single-family dwelling located on the same street within a distance of two (2) lots in either direction of the subject lot.

For purposes of this subsection, the term “constructed” shall mean the erection of a new principal detached single-family dwelling and shall not include:

- Additions to an existing dwelling;
- Exterior renovations or façade modifications to an existing dwelling;

or

- Interior remodeling.

This subsection shall not apply retroactively to dwellings legally existing as of the effective date of this ordinance.

a. Definition of “Similar in Appearance”: For purposes of this subsection, two detached, single-family dwellings shall be considered similar in appearance if they are identical or nearly identical with respect to any three (3) or more of the following architectural characteristics:

- (1) Primary roof form, including the dominant roof type (gable, hip, mansard, gambrel, flat, or combination);
- (2) Roof height, measured from finished grade to the peak, within a tolerance of +/- 2 feet;
- (3) Front-facing massing, defined as the approximate height and width of the primary front wall plane closest to the front lot line;
- (4) Overall front-elevation form, including the predominant silhouette and massing as viewed from the street;
- (5) Fenestration pattern, including the relative location, arrangement, and size of windows on the front elevation;

(6) Garage configuration, including the location, orientation, and dimensions of garage doors visible from the street; and

(7) Primary exterior siding materials on the front elevation wall planes (e.g., brick veneer, horizontal siding, board-and-batten, shakes, or similar materials).

b. Characteristics Not Constituting Dissimilarity: The following characteristics, standing alone, shall not be deemed sufficient to establish dissimilarity between dwellings:

(1) Variations in color;

(2) Variations in roofing material;

(3) Addition or deletion of minor decorative elements (including, but not limited to, dormers, cupolas, bay windows, belt courses, fan lights, chimneys, or ornamental features);

(4) Reversal of plan orientation (right-hand/left-hand orientation);

(5) Variation in window styles; and

(6) Variations in height, width, or length measurements of less than five percent (5%), unless otherwise specified herein.

c. Submission and Approval Requirements: Prior to issuance of any building permit within a subdivision, the applicant shall submit:

(1) A proposed set of building elevations for all planned home models; and

(2) A streetscape diagram or lot assignment plan demonstrating compliance with the spacing requirement established in this subsection.

The Director of Community Development shall review the submitted elevations and lot assignments for compliance with the requirements of this subsection. Approved elevations and lot assignments shall be binding upon subsequent building permit reviews.

4. Stucco or engineered stucco systems shall comply with the regulations stipulated in section 21.229 of the building code.

**SECTION 20:** Subsection A of Section 14.306, “Accessory Structures,” of Article III, “General Provisions,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

A. General Requirements: The following restrictions on accessory buildings, structures and uses apply to all zoning districts, unless otherwise provided for in this chapter:

1. Time Of Construction: No accessory building or structure shall be constructed on any lot prior to the time of construction of a principal building.

2. Yard Requirements: No accessory building, structure or use shall be located in a required front yard, required side yard or exterior side yard, unless otherwise provided for in this chapter.

3. Height Requirements:

a. Residential And Commercial Districts: No detached garage or gazebo shall exceed a maximum height of fifteen feet (15'). No other accessory building/structure shall exceed ten feet (10') in height.

b. Industrial, Office Research And Conservation Recreation Districts: No accessory building/structure shall exceed twenty feet (20') in height.

4. Separation Between Buildings:

a. A detached accessory building or structure shall be located no closer to the principal building than three feet (3'). Detached garages located between three feet (3') and ten feet (10') from a principal building shall be provided with a five- eighths inch (5/8") drywall finish on the interior walls and ceiling.

b. For single-family residential properties in the R-X, R-1 and R-A zoning districts only, any structure permanently attached to the principal structure is no longer considered an accessory structure pursuant to article XXIV of this chapter and shall meet the bulk requirements of the zoning district for principal structures, unless otherwise listed as a permitted obstruction in section 14.319 of this article.

c. For single-family residential properties in the R-X, R-1 and R-A zoning districts only, any structure permanently attached to an accessory structure is considered part of the accessory structure and shall meet the bulk requirements for accessory structures, unless otherwise listed as a permitted obstruction in section 14.319 of this article.

d. Aboveground swimming pools are permitted to attach to a deck if all required rear and side yard setbacks are met and the deck is designed with a gate between the deck and pool and access is provided to the yard from the deck.

e. Pergola support columns shall be located no closer to the principal building than three feet (3').

5. Number Of Accessory Structures: The maximum number of accessory structures shall not exceed two (2) such structures per zoning lot. Swimming pools and structures listed as permitted obstructions in section 14.319 of this article are exempt from the total number of accessory structures.

6. Shed and Garage Restrictions:

a. A shed shall not be utilized to store motor vehicles or as office, work or living space. The storage of household items, equipment to maintain the property and small recreational equipment is permitted.

b. A detached garage shall not be utilized as office, work or living space. The storage of motor vehicles, household items, equipment to maintain the property and small recreational equipment is permitted.

7. Roof Pitch: No accessory structure shall have a roof pitch of less than three to twelve (3:12). Pergolas, arbors, and accessory structures in the I-1 Limited Industrial and C-R Conservation Recreation zoning districts shall be exempt from this requirement.

8. No accessory structure shall be used for residential living quarters.

**SECTION 21:** Subsection B (1) of Section 14.306, “Accessory Structures,” of Article III, “General Provisions,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

B. Restrictions In Residential Districts:

1. Maximum Size:

a. A detached private garage may be no larger than seven hundred twenty (720) square feet.

b. A shed, gazebo, pergola, greenhouse, or other similar accessory structure may be no larger than two hundred (200) square feet).

**SECTION 22:** Land Use Table 1: “Residential and Recreational Zoning Districts” of Section 14.604, “Land Use Tables,” of Article VI, “Zoning Districts,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended to add “Existing nonconforming accessory structures” as an administrative conditional use in the R-X, R-1 and R-A zoning districts, “Relief from accessory structure requirements, except for certain existing nonconforming accessory structures” and “Relief from fence requirements” as new conditional uses in the R-X, R-1 and R-A zoning districts, and a new footnote 3 in the Notes section below Land Use Table 1:

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

Land Use	C-R	R-X	R-1	R-A	R-2	R-3	R-4
Existing nonconforming accessory structures Applicable structures: (i) Will be replaced with the same type of structure, (ii) Do not exceed a total of two (2) accessory structures per lot of record, (iii) Extend into no more than forty percent (40%) of the required interior side yard setback, (iv) Extend into no more than ten percent (10%) of the rear yard setback, or (v) Where the applicable lot coverage does not exceed the maximum permitted for that zoning district by more than ten percent (10%).		C <sup>3</sup>	C <sup>3</sup>	C <sup>3</sup>			
Relief from accessory structure requirements, except for certain existing nonconforming accessory structures		C	C	C			
Relief from fence requirements		C	C	C			

Notes:

1. Permitted in limited circumstances. A conditional use shall be required if the following circumstances apply:
  - a. A residential dwelling unit is being converted to the proposed use so as to be the principal use of the structure; or
  - b. A new building or structure is to be constructed on property less than 40,000 square feet not currently in use for the proposed use.
2. Residential setback reductions below 5 feet may trigger additional building code requirements including, but not limited to, fire-rated walls, limitation on projections, and opening in walls. Any zoning relief granted through the conditional use shall adhere to Chapter 21 Building Code of the Municipal Code.
3. Administrative conditional use approval is required.

**SECTION 23:** Subsection A (6) through A (9) of Section 14.2204,

“Residential Driveways,” of Article XXII, “Off Street Parking and Loading,” to

Chapter 14, "Zoning" to the Mount Prospect Village Code shall be amended to read as follows:

6. Attached Garages: Driveways serving attached garages shall not exceed thirty feet (30') in width unless otherwise regulated elsewhere in this chapter and shall taper to a width no greater than twenty-six feet (26') at the property line.

a. Driveways In Front Of Houses: The portion of a driveway located in front of the house shall not extend more than three feet (3') beyond the point where the garage meets the house, measured along the front plane of the house. Circular driveways, dual-frontage lots, and driveways serving side-loaded garages are exempt from this requirement.

b. Driveways serving three (3) car attached garages may be the same width as the garage, not to exceed a maximum width of thirty-three feet (33') and shall taper to a width no greater than twenty-six feet (26') at the property line.

7. Detached Garages: Driveways serving detached garages shall not exceed thirty feet (30') in width unless otherwise regulated elsewhere in this chapter and shall taper to a width no greater than twenty-six feet (26') at the property line.

a. Driveways In Front Of Houses: The portion of a driveway located in front of the house shall not extend more than three feet (3') beyond the closest plane of the house, measured along the front plane of the house.

b. Driveways Serving Three Car Detached Garages: Driveways serving three-car detached garages may be the same width as the garage not to exceed a maximum width of thirty-three feet (33') and shall taper to a width no greater than twenty-six feet (26') at the property line. Maximum measurement shall be taken from garage's edge farthest from the side lot line, running parallel to the garage facade.

8. Vehicle Turnaround Pads: Driveways fronting onto a major arterial street, as defined in the Village's comprehensive plan, may provide a vehicle turnaround pad no larger than twelve feet (12') in depth as measured parallel to the front lot line, and ten feet (10') in width as measured perpendicular to the front lot line. The vehicle turnaround pad shall be located entirely on the property, perpendicular to the driveway, and at least fifteen feet (15') from the principal structure. The turnaround pad may be in addition to the overall permitted driveway width.

9. Driveways Serving Side Load Garages: Driveways serving side load garages shall not exceed thirty feet (30') in width and shall taper to a width no greater than twenty-six feet (26') at the property line. Measurements for driveway width shall be taken parallel to the front lot line, no closer to the right of way than two feet (2') from the required front yard setback line.

**SECTION 24:** Section 14.2401, "Purpose," of Article XXIV, "Definitions," to Chapter 14, "Zoning," to the Mount Prospect Village Code shall be amended to modify the existing definition of "ACCESSORY STRUCTURE" and to add the new definitions of "ADMINISTRATIVE CONDITIONAL USE", "ADMINISTRATIVE VARIATION" and "PERMITTED OBSTRUCTION" in the appropriate alphabetical locations as follows:

**ADMINISTRATIVE CONDITIONAL USE:** A category of conditional use for single-family residential zoning districts which may be approved administratively by the Village of Mount Prospect, in conjunction with a submitted application, site plan, and all of the necessary requirements as required by the zoning ordinance and with required consent or determination of no objection from adjacent property owners.

**ADMINISTRATIVE VARIATION:** A category of variation which may be approved administratively by the Village of Mount Prospect, in conjunction with a submitted application, site plan, and all of the necessary requirements as required by the zoning ordinance and with required consent or determination of no objection from adjacent property owners.

**ACCESSORY STRUCTURE:** A subordinate structure detached from but located on the same lot as the principal structure, the use of which is incidental and accessory to that of a principal structure. Said structures may include, but are not limited to, detached garages, gazebos, pergolas, greenhouses, sheds, trash enclosures, parking lots, outdoor storage tanks, swimming pools, fences, and certain permitted obstructions including central air conditioning units, generators and similar mechanical equipment, driveways, parking pads, open stoops and canopies, patios, balconies, decks, service walks, sidewalks, steps, handicap ramps, sports courts, unenclosed porches and window wells, as further defined by this Code.

**PERMITTED OBSTRUCTION:** An accessory structure that is allowed to encroach into a required yard as long as it meets certain size and location requirements set forth by this Code.

**SECTION 25:** This Ordinance shall be in full force and effect from and after its passage, approval, adoption and publication in the manner provided by law.

AYES:

NAYS:

ABSENT:

**PASSED AND APPROVED** this 16th day of March 2026, by the Village Mayor of the Village of Mount Prospect, and attested by the Village Clerk, on the same day.

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Paul Wm. Hoefert  
Village Mayor

ATTEST:

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Karen Agoranos  
Village Clerk

March 10, 2026

Jason C Shallcross, AICP, CEcD  
Director of Community Development  
Village of Mount Prospect  
50 S. Emerson Street  
Mount Prospect, IL 60056  
Via email: [jshallcross@mountprospect.org](mailto:jshallcross@mountprospect.org)

Dear Mr. Shallcross,

The Planning & Zoning Commission recommended approval of the proposed text amendments by a 5-0 vote at the February 26, 2026 meeting. Our request is scheduled to go before Village Board for the ordinance's first reading on March 16, 2026.

Staff would like to move forward and request that the Village Board waive the second reading, tentatively scheduled for April 7, 2026, and take final action at the March 16, 2026 meeting as the proposed text amendments are in the best interest of the Village. The proposed amendments reflect the current Village objectives as outlined in the Strategic Plan and other accepted planning documents.

Sincerely,

A handwritten signature in black ink, appearing to read "Ann Choi". The signature is fluid and cursive, with a large loop at the end.

Ann Choi  
Development Planner  
Village of Mount Prospect



## Staff Presentation

Director Shallcross presented the proposed text amendments to Chapter 14 of the Village Code, explaining that the amendments respond to strategic planning directives prioritized by the Village Board in the previous year. The amendments address two primary objectives: (1) establishing architectural diversity standards for new single-family subdivisions and (2) evaluating existing zoning regulations affecting single-family residential properties to reduce common barriers residents encounter when making improvements to their homes.

Director Shallcross explained that the architectural diversity standards would prevent repetitive housing patterns in new subdivisions. Under the proposed regulations, a new single-family home could not be similar in appearance to homes located within two lots on either side along the same street. Similarity would be determined based on characteristics such as roof form, front elevation massing, fenestration patterns, garage configuration, primary exterior materials, and wall planes. If three or more of these characteristics were substantially similar, the homes would be considered monotonous and would require revision. The proposal would also require submission of home model building elevations and streetscape diagrams to ensure compliance with these standards.

Director Shallcross also explained that existing restrictions on stucco and EIFS (synthetic stucco) for residential construction are currently located in the Building Code. The amendment would cross-reference these restrictions within the Zoning Code to make them easier for staff to identify during review. Director Shallcross noted that the Village prohibits these materials on residential applications due to durability and maintenance concerns but allows limited use as accent materials on non-residential buildings with specific restrictions.

Vice Chairman Beattie asked for clarification on EIFS and stucco materials. Director Shallcross explained that EIFS and stucco are engineered exterior systems composed of layered waterproof materials applied over a backing and finished with a sprayed coating. Director Shallcross noted that these materials are not highly durable and tend to deteriorate over time, which can lead to significant maintenance issues. For this reason, the Village does not permit their use on residential homes. However, they are commonly used as accent materials on non-residential buildings, such as commercial strip centers, and are therefore allowed in those applications subject to limitations on how and where they may be used.

Commissioner Rogers asked about the difference between stucco and Dryvit and whether Dryvit would be permitted. Director Shallcross explained that both materials are treated the same under Village regulations. Dryvit would not be permitted on single-family homes, which is the Village's existing policy. Director Shallcross clarified that the proposed amendment does not change this rule but simply cross-references the restriction in the Zoning Code for clarity.

Director Shallcross explained transitioned the discussion from architectural design standards to proposed amendments affecting single-family zoning districts. Director Shallcross noted that staff evaluated common challenges residents face when applying for permits and reviewed practices in other communities to identify potential amendments that could reduce obstacles and make it easier for homeowners to make improvements to their properties. Director Shallcross discussed several amendments affecting accessory structures in single-family districts. One change clarifies that accessory structures attached to a principal structure will be treated as part of the principal structure only in residential districts, preventing potential misuse of this provision in commercial or industrial districts. Another amendment would treat multiple attached accessory structures, such as a detached garage with an attached pergola, as a single accessory structure to prevent the creation of oversized or combined structures that exceed intended limits. Additional language reinforces existing prohibitions on using accessory structures as residential living quarters or office space.

Commissioner Costa expressed concern about accessory structure regulations appearing in multiple sections of the code and asked how the Village prevents inconsistencies if amendments are made in one section but not another. Director Shallcross responded that staff monitors the zoning code for inconsistencies as part of their regular responsibilities. Director Shallcross noted that some provisions are cross-referenced by section number while others are repeated in full text to make them more visible during review. Director Shallcross added that staff continually reviews the zoning code and maintains a list of potential amendments, typically addressing updates on an annual basis, and that a future comprehensive zoning code rewrite could further reconcile any inconsistencies.

Chairman Donnelly added that the Village adopts the International Building Code by reference, meaning updates to the code are automatically incorporated into the Village's regulations. However, certain provisions may not always align with the Village's preferences. The provision being discussed allows the Village to review and approve specific building code changes before they are implemented, providing protection against unintended changes that could occur when the code is updated.

Commissioner Rogers asked whether the Village had recently approved a shed to be used as living quarters for a young woman. Director Shallcross clarified that the approved structure was not considered formal living quarters because it did not include a bathroom and was not classified as a habitable space. Director Shallcross added that the structure could not legally be leased or rented as a dwelling unit.

Director Shallcross then presented proposed revisions to accessory structure size standards. The amendment would increase the maximum size of detached garages from 672 square feet to 720 square feet (7% increase), allowing garages to be 2 to 4 feet deeper to accommodate larger vehicles and storage needs, but maintaining the maximum height at 15 feet. The proposal also replaces the current formula for accessory structures such as

sheds and pergolas with a simpler maximum of 200 square feet Village-wide, eliminating granular calculations based on lot area.

Chairman Donnelly sought clarification on whether the proposed regulations would limit properties to one accessory structure. Director Shallcross explained that the code currently permits up to two accessory structures per lot and that no changes to this limit are being proposed. Chairman Donnelly expressed concern about smaller lots potentially accommodating multiple accessory structures, such as two 200-square-foot structures, which could significantly reduce usable yard space. Director Shallcross responded that most lots in the Village are larger, typically around 7,500 square feet, and noted that lot coverage requirements would still regulate the amount of development on a property. Director Shallcross further clarified how different accessory structures are counted toward lot coverage. Structures such as sheds and patios count toward lot coverage, while pergolas are treated differently because they are open structures; generally, only the posts supporting a pergola are counted. As a result, a pergola placed over an existing patio would not typically increase lot coverage beyond the patio itself.

Director Shallcross presented the proposed text amendment to increase the maximum driveway width from 26 feet to 30 feet. Director Shallcross explained that the recommendation follows a comprehensive review of driveway standards across municipalities in the northwestern suburbs, where staff found that several communities already allow wider driveways. Director Shallcross noted that residents frequently request wider driveways due to increasing numbers of household vehicles and the Village's prohibition on overnight street parking. Director Shallcross stated that the proposed change is intended to allow residents to comfortably park three vehicles side-by-side, since a typical parking space is approximately nine feet wide, meaning three vehicles require roughly 27 feet of width. While three vehicles can technically fit within the current 26-foot limit, it is tight and often leads to complaints from residents.

To maintain neighborhood character, Director Shallcross emphasized that the driveway must still taper to 26 feet at the property line, meaning the widening would occur only on the private portion of the driveway closer to the house. Director Shallcross explained that this approach avoids creating larger driveway aprons at the street and limits the visual impact along the public right-of-way. Director Shallcross further explained that the proposal also does not apply to circular driveways, which are already permitted only on larger lots (minimum 75 feet wide) and already allow significant driveway area.

Chairman Donnelly asked several clarifying questions about driveway dimensions, setbacks, and how the change would function in practice. Director Shallcross explained that most homes in the Village have a 30-foot front setback, meaning the typical driveway length is approximately 30 feet from the property line to the garage. Vehicles are not allowed to park across sidewalks or in the driveway apron, so many households currently struggle to fit multiple vehicles fully within the driveway area. Director Shallcross indicated

the change may help reduce situations where cars are parked partially over sidewalks or in the grass.

Vice Chairman Beattie expressed concern that allowing wider driveways could lead to front yards appearing overly paved or resembling parking lots, particularly when homes already have two-car garages and additional driveway space. Director Shallcross responded that the amendment represents only a four-foot increase beyond what is already permitted and noted that many homeowners already attempt to create additional parking areas through informal solutions such as gravel strips, brick pavers, or parking on grass, which the Village must then address through code enforcement.

Commissioner Costa asked whether driveways could extend all the way to the property line. Director Shallcross confirmed that the Village does not currently have a driveway setback requirement from side property lines, meaning driveways can extend to the property boundary. Commissioner Rogers noted that because many homes have 7.5- to 10-foot side yards, expanding driveways could result in large continuous paved areas when neighboring homes both place driveways along their property lines. Director Shallcross acknowledged this possibility and stated that the Commission could recommend a setback requirement if desired.

Ms. Lalagos clarified existing safeguards, including restrictions that prevent driveways from extending more than three feet beyond the front of the house toward the street. The Commission also discussed existing lot coverage limits that regulate how much of a property, specifically the front yard, can be covered by impervious surfaces. These standards would continue to apply and prevent properties from being entirely paved over. Overall, the amendment is proposed as a modest adjustment intended to address resident parking needs while maintaining existing limits on driveway placement and lot coverage.

Director Shallcross presented a proposed set of text amendments to Chapter 14 of the Zoning Code intended to adjust how certain zoning requests are categorized and who has final decision-making authority over those requests. Director Shallcross explained that the goal of the amendments is to streamline the review process, reduce unnecessary hearings for routine matters, and create a new category of administrative requests that can be handled at the staff level when appropriate.

Director Shallcross explained that the Village currently allows “minor variations,” which are administrative approvals handled by the Director of Community Development. These minor variations presently apply to two situations:

1. Existing legal nonconforming accessory structures, and
2. Parking requirement reductions for downtown uses larger than 2,500 square feet.

Under the proposed amendments, Director Shallcross explained that the Village would eliminate a minor variation request and restructure the approval system. Specifically:

1. Requests involving existing legal nonconforming accessory structures would no longer be processed as minor variations. Instead, they would become Administrative Conditional Use requests.
2. The only remaining Administrative Variation would be parking reductions for certain downtown uses over 2,500 square feet.

Director Shallcross also presented the existing “Final Authority Matrix,” which identifies which body has decision-making authority over different zoning requests. Currently:

1. The Planning and Zoning Commission (PZC) is the final authority for:
  - a. Fence petitions
  - b. Sign requests
  - c. Zoning variations under Chapter 14 that are less than 25% of the required standard
  - d. Conditional uses for setback reductions under 25%
2. The Director of Community Development is the final authority for minor variations.

The proposed changes would adjust the matrix while largely keeping the Planning and Zoning Commission’s authority intact. Key proposed changes include:

1. Fences in residential districts would shift from being reviewed as variations to conditional uses, meaning they would be evaluated under conditional use standards rather than under hardship criteria.
2. Requests for relief from accessory structure requirements in single-family districts would become conditional uses with the Planning and Zoning Commission as the final authority.
3. Existing legal nonconforming accessory structures would become administrative conditional uses decided by the Director.
4. Setback reductions under 25% would remain unchanged.

Director Shallcross explained that the shift from variations to conditional uses changes the evaluation standard. Variations require demonstrating a unique hardship tied to the property, whereas conditional uses are evaluated based on impacts on adjacent properties, neighborhood character, and public welfare, making them somewhat easier to review for common situations. Director Shallcross also clarified that administrative conditional uses would still require public notice, including:

1. Mailed notices within 100 feet of the property
2. A posted notice sign on the property for 7–30 days

### 3. A formal recorded decision tied to the property

Director Shallcross stated that the approval criteria would focus on public health, safety, welfare, and neighborhood compatibility, and further noted that if an administrative request is denied by staff, the applicant may appeal to the Planning and Zoning Commission, and Commission decisions may be appealed to the Village Board, with further appeal possible through the court system.

Director Shallcross also described new definitions that would be added to the zoning code, including definitions for the following: Administrative Conditional Use, Administrative Variation, Accessory Structures (modification to existing definition), Permitted Obstructions.

Finally, Director Shallcross stated that the amendments support the Village's strategic planning goals, including improving zoning processes and making it easier for homeowners to undertake property improvements.

#### **Discussion**

Chairman Donnelly asked clarifying questions about how the proposed administrative conditional use category would apply to existing nonconforming accessory structures and specifically asked whether the category would apply only to structures that were originally built legally but later became nonconforming due to changes in zoning regulations. Director Shallcross confirmed that this is correct.

Chairman Donnelly emphasized the distinction between legal nonconforming structures (originally permitted but now inconsistent with current regulations), and illegal structures (built without permits). Chairman Donnelly asked if illegal structures would not qualify for the administrative conditional use process.

Chairman Donnelly also asked about how accessory structures are counted. When he noted that items such as generators, air-conditioning units, and sheds might technically be considered structures, Ms. Lalagos clarified that the accessory structure limit only applies to certain accessory structures, not mechanical equipment.

Chairman Donnelly expressed support for the proposed approach and noted that similar adjustments had been made in the past—such as delegating authority for certain routine requests like circular driveways because the Commission frequently approved them anyway. Chairman Donnelly stated that when requests are consistently approved, it can make sense to delegate authority to staff to streamline the process. Chairman Donnelly commented that the types of requests being shifted to administrative review are generally ones the Commission would typically approve, meaning the change simply removes unnecessary hearings.

### **Motion and Vote**

Vice Chairman Beattie thanked Director Shallcross for the diligent work. Director Shallcross acknowledged planning staff and Ms. Choi for her contributions.

Hearing no further comments or questions, Chairman Donnelly closed the hearing and asked for a motion. Vice Chairman Beattie made a motion seconded by Commissioner Szymczak to approve the following motion:

“To adopt the text amendments to Chapter 14 of the Mount Prospect Village Code.”

UPON ROLL CALL    AYES: Szymczak, Beattie, Rogers, Costa, Donnelly  
                           NAYS: None

The Planning and Zoning Commission gave a positive recommendation (5-0) for the next Village Board meeting to be held on March 17, 2026. **REVISED MEETING DATE: This meeting has been rescheduled to March 16, 2026 due to a recently passed amendment to the Open Meetings Act.**

After hearing no additional items of new business, Chairman Donnelly asked if there were any citizens to be heard.

Hearing no further discussion, Chairman Donnelly made a motion, seconded by Vice Chairman Beattie, and the meeting was adjourned at 8:43 PM.



Ann Choi, Development Planner

## **ATTACHMENT A**

Modifications to each of the chapters are indicated as **deletions** and **additions**.

### ARTICLE II ADMINISTRATION AND ENFORCEMENT

#### 14.201: ORGANIZATION:

The administration of this chapter is hereby vested in the following elected and appointed boards and professional staff:

Village board of trustees

Planning and zoning commission

Director of community development

The administrative functions of this chapter are as follows:

Zoning compliance reviews

Issuance of certificates of occupancy

Variations

Text and map amendments

Appeals

Conditional uses

Public hearings

Fees and penalties

**Minor Administrative** variations (Ord. 5173, 3-6-2001; amd. Ord. 5219, 11-6-2001)

**Administrative conditional uses**

#### 14.202: ADMINISTRATIVE BODIES AND SPECIFIC DUTIES:

A. Village Board Of Trustees: The board of trustees shall have the following duties and responsibilities with regard to this chapter:

1. Receive recommendations from the planning and zoning commission concerning all text and map amendments, certain conditional use permits, certain variations and to approve or disapprove any such recommendation from the planning and zoning commission.

2. All decisions and findings by the village board of trustees shall in all instances be the final administrative decision and shall be subject to judicial review as may be provided by law. In the case where decisions made by the village board are done so by ordinance, the authorizing ordinance shall provide the final administrative decision and shall be subject to judicial review as may be provided by law.

3. The village board shall convene an annual meeting with the planning and zoning commission to review the effectiveness of this zoning ordinance.

B. Planning And Zoning Commission: The planning and zoning commission of the village, as described in section 5.500 of this code, has the authority and duties described below:

1. To hear petitions for certain variations, certain conditional use permits, map and text amendments and prepare recommendations to the village board regarding such petitions.

2. ~~To hear and decide as final administrative authority, all petitions for fence variations and variations which do not exceed twenty five percent (25%) of any requirement of this chapter, except for minor variations as described in this chapter.~~ To hear and decide as final administrative authority, all petitions for fence variations, all conditional use petitions for fences in the R-X, R-1, and R-A zoning districts, conditional use petitions for accessory structures in the R-X, R-1, and R-A zoning districts, and conditional uses for residential setback reductions in the R-X, R-1, and R-A zoning districts which do not exceed twenty five percent (25%) of any requirement of this chapter. The planning and zoning commission shall also hear and decide variations which do not exceed twenty five percent (25%) of any requirement of this chapter. The planning and zoning commission shall not hear and decide as final administrative authority any petitions for administrative variations and/or administrative conditional uses.

3. To hear appeals from any order, requirement, decision, or determination made by the director of community development.

C. Director Of Community Development: The position of the director of community development has been established by the village. This is a department head position, reporting to the village manager. The duties and authority of the director of community development, or duly appointed employees of the community development department, shall be as follows:

1. Provide public information on the provisions of the zoning ordinance.

2. ~~Forward to the planning and zoning commission all applications for appeals, variations, conditional uses, map or text amendments, or other matters on which the~~

~~planning and zoning commission is required to review under this chapter.~~ Forward to the planning and zoning commission all applications for appeals; variations, except for administrative variations; conditional uses, except for administrative conditional uses; map or text amendments; or other matters on which the planning and zoning commission is required to review under this chapter.

3. Review and prepare recommendations on all matters going before the planning and zoning commission.

4. Maintain possession of appropriate records and files pertaining to the zoning ordinance, including, but not limited to, zoning maps, amendments, conditional uses, administrative conditional uses, variations, administrative variations, and appeals ~~and minor variations~~.

5. Conduct inspections of buildings, structures, and land to determine appropriate compliance with the regulations of this chapter.

6. Issue notice of violations and citations for violations of the regulations of this chapter. Notices shall require compliance within fifteen (15) days and advise violators of their right to appeal.

7. Issue "stop work" orders for any construction or work that is not in compliance with the regulations of this chapter.

8. Approve certificates of occupancy and zoning for any structure or use of land in the village.

9. Conduct administrative hearings and make final determinations on ~~minor~~ administrative variations and administrative conditional uses.

10. Review and make final determinations for projects that require administrative site plan review. (Ord. 4590, 9-21-1993; amd. Ord. 5173, 3-6-2001; Ord. 5219, 11-6-2001; Ord. 5426, 4-20-2004; Ord. 5639, 7-17-2007; Ord. 6246, 5-17-2016; Ord. 6583, 9-5-2021)

**D. TABLE OF ADMINISTRATIVE BODIES AND SPECIFIC DUTIES:**

	<u>Final Authority</u>		
	<u>Director of Community Development</u>	<u>Planning &amp; Zoning Commission</u>	<u>Village Board</u>
<b><u>VARIATIONS</u></b>	<b><u>Administrative</u></b>	<b><u>Standard</u></b>	<b><u>Standard</u></b>
<b><u>Parking requirements for uses in excess of 2,500 square feet in the B-5/B-5C districts</u></b>	<b><u>All</u></b>	<b><u>=</u></b>	<b><u>=</u></b>
<b><u>Fences in nonsingle-family residential districts</u></b>		<b><u>All</u></b>	
<b><u>Sign variations</u></b>	<b><u>=</u></b>	<b><u>All</u></b>	<b><u>=</u></b>
<b><u>All other Chapter 14 zoning requirements</u></b>	<b><u>=</u></b>	<b><u>≤25%</u></b>	<b><u>&gt;25%</u></b>
<b><u>CONDITIONAL USES</u></b>	<b><u>Administrative</u></b>	<b><u>Standard</u></b>	<b><u>Standard</u></b>
<b><u>Existing nonconforming accessory structures<sup>1</sup></u></b>	<b><u>All</u></b>	<b><u>=</u></b>	<b><u>=</u></b>
<b><u>Relief from accessory structure requirements in single-family residential districts</u></b>	<b><u>=</u></b>	<b><u>All</u></b>	<b><u>=</u></b>
<b><u>Setback reductions in required yards in single-family residential zoning districts</u></b>	<b><u>=</u></b>	<b><u>≤25%</u></b>	<b><u>&gt;25%</u></b>
<b><u>Fences in single-family residential districts</u></b>	<b><u>=</u></b>	<b><u>All</u></b>	<b><u>=</u></b>

**1 Applicable structures shall: (i) be replaced with the same type of structure, (ii) do not exceed a total of two (2) accessory structures per lot of record, (iii) extend into no more than forty percent (40%) of the required interior side yard setback, and (iv) extend into no more than ten percent (10%) of the rear yard setback.**

**14.203: PROCEDURES FOR ADMINISTRATIVE FUNCTIONS:**

The procedures regarding all administrative functions of this chapter are set forth as follows:

A. Review For Zoning Compliance: No permit pertaining to the use of land or buildings, existing or proposed, shall be issued by any officer, employee or department of the village unless the application for such permit has been reviewed and approved by the director of community development or duly appointed employee of the community development department. Such approval shall be by written authorization certifying the proposed use complies with all provisions of this chapter. In certifying this zoning compliance, the village authorizes that the specific land or building can be occupied or used for its intended purpose, provided that any new construction or remodeling conforms to the approved plans and all applicable regulations of the village. Any permit issued in conflict with the provisions of the zoning ordinance, or without proper authorization, shall be null and void.

B. Approval Of Occupancy: No building shall be used for any purpose until the director of community development or duly appointed employee of the community development department has provided written authorization for approval of the occupancy in accordance with section 15.703 of this code.

C. Variations **and Administrative Variations:**

1. Intent: Variations shall be granted or recommended for approval only where the planning and zoning commission, or in the case of **minor administrative** variations, the director of community development, makes findings of fact in accordance with the standards set forth in this chapter, and further finds that the regulations of this chapter will impose practical difficulties or particular hardships on the petitioner in carrying out the strict letter of the regulations of this chapter.

2. Authority: The director of community development may, after an administrative hearing, grant **a minor administrative** variation as provided in this chapter. The planning and zoning commission may, after a public hearing, grant or recommend for approval a variation in harmony with the general purpose and intent of this chapter.

3. Initiation: An application for **a minor administrative** variation or variation may be made by any person, firm, other entity, corporation, or by any governmental entity requesting or intending to request application for a building permit.

4. Filing Of Applications: An application for **a minor administrative** variation or variation shall be filed with the director of community development on forms obtained from the community development department. Such form shall include all information necessary for processing the request, including, but not limited to, a statement on specific hardship, the extent of variation requested, legal description of subject property, survey, site plan, appropriate proof of ownership, or proof of authority. The application form may be revised from time to time. The application shall be filed with the appropriate fee in an amount established by the board of trustees.

5. Public Hearing: Public hearings **for variations and administrative variations** shall be held in compliance with state statutes and provisions of this chapter as described in subsection G **or subsection H** of this section.

6. Action By Planning And Zoning Commission: The planning and zoning commission shall hear and decide as final administrative authority, all petitions for fence variations [in nonsingle-family residential districts](#) and variations which do not exceed twenty five percent (25%) of any requirement of this chapter.

The planning and zoning commission shall make recommendations to the village board on all variations which are more than twenty five percent (25%) of any requirement of this chapter.

In all petitions for variations, the planning and zoning commission shall make findings of fact based on the standards [listed in subsection C9](#) of this chapter. In all petitions for administrative variations, the planning and zoning commission shall make findings of fact based on the standards [listed in subsection C11c](#) of this chapter.

7. Action By Village Board: The village board shall make a final decision on an application for a variation after receiving the recommendation of the planning and zoning commission. Any variation which fails to receive a favorable recommendation from the planning and zoning commission shall not be granted by the village board unless there is a concurring vote of five (5) if all seven (7) members of the corporate authorities are present and voting, and a concurring vote of four (4) if less than seven (7) members of the corporate authorities are present and voting.

In the case of a written protest against any proposed variation, signed by the owners of twenty percent (20%) of the frontage proposed to be altered, or by the owners of twenty percent (20%) of the frontage immediately adjacent or across an alley, or by the owners of twenty percent (20%) of the frontage directly opposite the frontage proposed to be altered, is filed with the village clerk, the proposed variation shall not be passed except by the voting requirements in the preceding paragraph.

8. Appeal Of Planning And Zoning Commission Decision: Any individual may file an appeal of any decision of the planning and zoning commission with the village board. Such appeal shall be filed with the director of community development within five (5) calendar days of the planning and zoning commission decision.

9. Standards For Variations: A variation from the regulations of this chapter shall not be granted or recommended for approval by the planning and zoning commission unless findings of fact based on evidence are made in each specific case that affirm the following standards:

a. Because of the particular physical surroundings, shape, or topographical conditions of the specific property involved, a specific hardship to the owner would result, as distinguished from a mere inconvenience if the strict letter of the regulations was to be applied;

b. The conditions upon which an application for a variation are based are unique to the property for which the variation is sought and are not generally applicable to other property within the same zoning classification;

- c. The purpose of the variation is not based primarily upon a desire to increase financial gain;
- d. The alleged difficulty or hardship is caused by this chapter and has not been created by any person presently having an interest in the property;
- 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;
- f. The granting of the variation will not alter the essential character of the neighborhood; and
- g. The proposed variation will not impair an adequate supply of light and air to adjacent property or substantially increase the congestion of the public streets, or increase the danger of fire, or impair natural drainage or create drainage problems on adjacent properties, or endanger the public safety, or substantially diminish or impair property values within the neighborhood.

10. Restrictions On Variations: The following restrictions shall apply to all variations:

- a. No variation shall be authorized that would modify any definition;
- b. No variation shall be authorized that would vary uses between zoning districts, except use exceptions approved in a planned development; and
- c. No variation shall be authorized that would result in a density increase from that permitted in a zoning district except in conjunction with a planned development.

11. ~~Minor~~**Administrative** Variations:

a. Action By Director Of Community Development: ~~The director of community development shall hear and decide as final administrative authority, all petitions for minor variations for the following:~~**The director of community development shall consider the following administrative variations and may either administratively approve or remand to the Planning and Zoning Commission for further action. The following types of relief are eligible as administrative variations, and requests that are not included in this eligibility list may apply for a standard variation:**

- ~~—— (1) Existing nonconforming accessory structures:~~
- ~~—— (A) Applicable Structures:~~
- ~~—— (i) Will be replaced with the same type of structure;~~
- ~~—— (ii) Do not exceed a total of two (2) accessory structures per lot of record;~~
- ~~—— (iii) Extend into no more than forty percent (40%) of the required interior side yard setback;~~

- ~~———— (iv) Extend into no more than ten percent (10%) of the rear yard setback, or~~
- ~~———— (v) Where the applicable lot coverage does not exceed the maximum permitted for that zoning district by more than ten percent (10%):~~

(21) Parking requirements for uses in excess of two thousand five hundred (2,500) square feet in floor area located in the B-5 central commercial district and B-5C core central commercial district.

**b. Filing of Application: All applications for administrative variations shall be made on an appropriate application form provided by the Village. The application for administrative variations shall be filed and processed in the manner prescribed for variations and shall be accompanied by the following information:**

- (1) Said application shall contain the following information:**
  - (A) Zoning Request Application / Petition for Hearing;**
  - (B) Affidavit of Ownership;**
  - (C) Proof of Ownership;**
  - (D) Paid receipt of the most recent tax bill;**
  - (E) Responses to applicable standards;**
  - (F) Plat of Survey;**
  - (G) Site plan;**
  - (H) Building elevation(s), existing and proposed, if applicable;**
  - (I) Floor plans, if applicable;**
  - (J) Preliminary engineering plans, if applicable;**
  - (K) Legal description of the subject property;**
  - (L) Any other information deemed necessary by the Village.**

**c. Standards for Administrative Variations:**

~~———— (B) Standards: For minor variations consisting of existing nonconforming accessory structures, the director of community development shall make findings of fact based on the petition and public input according to the following standards:~~

- ~~———— (i) Whether the regulation from which relief is sought was in existence when the applicant either purchased or improved the property:~~
- ~~———— (ii) Whether the applicant changed the property in some way so as to create the nonconformity:~~
- ~~———— (iii) Whether the requested relief will be out of character with the neighborhood:~~
- ~~———— (iv) Whether there are other structures within the same zoning district, which either violate or have received a variation from the same regulation:~~
- ~~———— (v) Whether the negative impact on the applicant, in not being able to use the property in the specific manner requested, substantially outweighs any negative impact on the adjacent properties if the variation is granted:~~

~~\_\_\_\_\_ (vi) Whether the request is the minimum necessary to use the property in a manner reasonably similar to other uses in the neighborhood:~~

~~\_\_\_\_\_ (vii) Whether a reasonable alternative is consistent with the expressed terms of the zoning ordinance:~~

(1) For an administrative variation request considering a reduction in the minimum number of required parking spaces in the B-5 central commercial district and B-5C core central commercial district, the director of community development shall make findings of fact based on the petition and public input according to the following standards:

\_\_\_\_\_ (A) Whether the requested relief will be out of character with the neighborhood.

\_\_\_\_\_ (B) Whether there are other properties within the same zoning district, which have received a variation from the same regulation.

\_\_\_\_\_ (C) Whether there is public parking available within one thousand feet (1,000').

\_\_\_\_\_ (D) Whether there is public transit (e.g., train station) available within one thousand feet (1,000').

\_\_\_\_\_ (E) Whether there are adjacent land uses with different peak parking demand periods based on the hours of operations.

\_\_\_\_\_ (F) Whether there is a shared parking agreement/valet service provided.

~~\_\_\_\_\_ (2) Parking requirements for uses in excess of two thousand five hundred (2,500) square feet in floor area located in the B-5 central commercial district and B-5C core central commercial district:~~

~~\_\_\_\_\_ (A) Standards: For minor variations consisting of parking requirements for uses in excess of two thousand five hundred (2,500) square feet in floor area located in the B-5 central commercial district and B-5C core central commercial district, the director of community development shall make findings of fact based on the petition and public input according to the following standards:~~

~~\_\_\_\_\_ (i) Whether the requested relief will be out of character with the neighborhood:~~

~~\_\_\_\_\_ (ii) Whether there are other properties within the same zoning district, which have received a variation from the same regulation:~~

~~\_\_\_\_\_ (iii) Whether there is public parking available within one thousand feet (1,000').~~

~~\_\_\_\_\_ (iv) Whether there is public transit (e.g., train station) available within one thousand feet (1,000').~~

~~\_\_\_\_\_ (v) Whether there are adjacent land uses with different peak parking demand periods based on the hours of operations:~~

~~—— (vi) Whether there is a shared parking agreement/valet service provided.~~

**b-d.** Hearings: Administrative hearings shall be held for **minor administrative** variations **only and** in compliance with the provisions as described in **this subsection H of this section.**

~~—— (1) Upon receipt of an application for a minor variation, the director of community development shall review the application for completeness and assign a case number to the request.~~

~~—— (2) For all applications for a minor variation, the department of community development shall provide a list of all owners of record of property lying within one hundred feet (100'), exclusive of right of way width, of the parcel subject to the public hearing. The director of community development shall cause a copy of the public notice to be mailed to all property owners on the list no more than thirty (30) days nor less than seven (7) days prior to the hearing.~~

~~—— (3) An administrative notice shall contain the case number assigned to the application, the address of the property, a brief statement on the nature of the minor variation, the name and address of the property owner, the petitioner and their legal representative, and the date, time and location of the administrative hearing.~~

~~—— (4) For all applications for a minor variation, the director of community development shall also cause one or more signs to be posted on the property, which is the subject of the administrative hearing.~~

~~—— (5) The number and location of signs shall be determined by the director of community development.~~

~~—— (6) The sign must be a minimum of thirty inches by thirty inches (30" x 30") in size, having letters a minimum of two inches (2") high, and contain the following information:~~

~~—— (A) The fact that an administrative hearing that affects the subject property will be held, with direction to interested members of the general public to call the office of the community development director for further information concerning date, time and place and subject matter of said administrative hearing.~~

~~—— (B) Any interested person may appear and be heard at the hearing and such appearance may be made in person, by agent (if a corporation), or in writing.~~

**e. Administrative Approvals: Administrative variations adhering to the application submittal requirements and ordinance requirements may be administratively approved as follows:**

**(1) After the administrative variation application is submitted and reviewed by the various Village departments, the director of community development will indicate if the applicant may proceed forward with seeking approval of the requested relief with the sign-off approval of the surrounding property owners.**

(2) In all cases where the director of community development grants an administrative variation, an authorizing determination shall be prepared that may set forth the terms for operation of the conditional use. The village clerk shall record the authorizing determination with the county recorder of deeds.

**e.f.** Appeal Of Director Of Community Development Decision: Any individual may file an appeal of the decision of the director of community development regarding **a minor an administrative** variation with the planning and zoning commission. Such appeal shall be filed with the director of community development within five (5) calendar days of the director's decision.

12. Additional Restrictions: In the granting of a variation **or administrative variation**, additional conditions and restrictions may be placed upon the premises, which are necessary to comply with the standards listed above and the objectives of this chapter.

13. Revocation: Where a variation **or administrative variation** has been granted pursuant to the provisions of this chapter, such approval shall become null and void unless a building permit is issued and work is substantially under way within twelve (12) months of the date of the variation, **unless the variation approval is** extended by the planning and zoning commission **or the administrative variation approval is extended by the director of community development**.

14. Effect Of Denial Of Proposal: No application for a variation which has been denied by the planning and zoning commission or village board **or for an administrative variation which has been denied by the director of community development** shall be resubmitted for a period of one year from the date of the denial, except on grounds of new evidence or proof of change of condition found to be valid by the director of community development.

F. Conditional Uses **and Administrative Conditional Uses:**

1. Intent And Applicability: The development and administration of this chapter is based upon the village being divided into zoning districts within which the use of land and buildings and the bulk and location of buildings and structures is substantially uniform. However, it is recognized that there are certain uses which, because of their unique characteristics, cannot be properly classified in any particular zoning district without consideration of the impact of those uses upon adjoining properties and their impact on the neighborhood in general. Such conditional uses fall into two (2) categories:

- a. Uses publicly operated or uses traditionally promoting a public interest or benefit.
- b. Uses entirely private in character but of a nature that their operation may present a different impact upon adjoining properties or the neighborhood in general.

2. Authority: Except as otherwise provided in **subsection 14.316F10** of this **chapter section**, the planning and zoning commission shall convene a public hearing on a conditional use application. The planning and zoning commission shall prepare findings of

fact based on evidence presented addressing required standards, and submit a recommendation on an application to the village board for their review and final decision.

3. Initiation: Any person, firm, corporation, office or other legal entity having ownership interest in land, or a contractual interest that may become an ownership interest, may file an application with the consent of the property owner.

4. Filing Of Application: An application for a conditional use shall be filed with the director of community development on forms obtained from the community development department. **Except as otherwise provided in subsection F10 of this section, The**~~the~~ director shall, upon receiving a complete application for a conditional use, forward the application, along with other data considered important by the director, to the planning and zoning commission for their review and recommendation to the village board.

5. Public Hearings: ~~A public hearing shall be conducted by the planning and zoning commission on the conditional use application. Notice shall be as provided in subsection G of this section, and in compliance with state statutes.~~ **Public hearings for conditional uses and administrative conditional uses shall be held in compliance with state statutes and provisions of this chapter as described in subsection G or subsection H of this section.**

~~—6. Recommendation By The Planning And Zoning Commission: The director of community development shall submit the written recommendation of the planning and zoning commission on an application for a conditional use to the village board within thirty (30) days of conclusion of the public hearing. Extension of this time period may be allowed by mutual consent of the applicant and the director of community development. For all petitions for conditional uses involving residential setback reductions in all yards in the R-X, R-1, and R-A zoning districts, which do not exceed twenty five percent (25%) of the setbacks requirement(s) of this chapter, the planning and zoning commission shall hear and decide as final administrative authority. The planning and zoning commission shall make recommendations to the village board on all conditional uses involving residential setback reductions in all yards in the R-X, R-1, and R-A zoning districts which are more than twenty five percent (25%) of the setback requirement(s) of this chapter.~~

**6. Recommendation By The Planning And Zoning Commission: Except as otherwise provided in subsection F10 of this section, the director of community development shall submit the written recommendation of the planning and zoning commission on an application for a conditional use to the village board within thirty (30) days of conclusion of the public hearing. Extension of this time period may be allowed by mutual consent of the applicant and the director of community development.**

**For petitions for conditional uses involving any of the following in the R-X, R-1, and R-A zoning districts:**

**a. Residential setback reductions in any yard that do not exceed twenty-five percent (25%) of the applicable setback requirements of this Chapter;**

b. Relief from the accessory structure requirements; and

c. Fence petitions;

**the Planning and Zoning Commission shall hear and decide such petitions as the final administrative authority. The planning and zoning commission shall make recommendations to the village board on all conditional uses involving residential setback reductions in all yards in the R-X, R-1, and R-A zoning districts that exceed twenty five percent (25%) of the setback requirement(s) of this chapter.**

7. Action By The Village Board:

a. The village board shall not act upon a proposed conditional use until it has received a written report and recommendation from the planning and zoning commission provided by the director of community development.

b. The village board may approve a conditional use by ordinance, deny, or refer back to the planning and zoning commission for further review. The village board may establish such conditions and restrictions upon the establishment, location, construction, maintenance, and operation of the conditional use, as is deemed necessary for the protection of adjoining properties and the neighborhood in general and the public interest.

c. In all cases where the village board permits a conditional use, the authorizing ordinance shall specifically set forth the terms for operation of the conditional use.

d. Any conditional use which fails to receive a favorable recommendation from the planning and zoning commission shall not be granted by the village board unless there is a concurring vote of five (5) if all seven (7) members of the corporate authorities are present and voting, and a concurring vote of four (4) if less than seven (7) members of the corporate authorities are present and voting.

8. Standards **For Conditional Uses: Except as otherwise provided in subsection F10c of this section,** ~~No~~ conditional use shall be recommended for approval by the planning and zoning commission unless it finds:

a. That the establishment, maintenance, or operation of the conditional use will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare;

b. That the conditional use will not be injurious to the uses and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood in which it is to be located;

c. That the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district;

d. That adequate public utilities, access roads, drainage and/or necessary facilities have been or will be provided;

e. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets;

f. That the proposed conditional use is not contrary to the objectives of the current comprehensive plan for the village; and

g. That the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified pursuant to the recommendations of the planning and zoning commission.

9. Conditions And Guarantees: **Except as otherwise provided in subsections F6 and F10 of this section,** in all cases where conditional uses are granted, and conditions regulating the use are established as described in subsection F8 of this section, the village board shall require such evidence and guarantees as it may deem necessary as proof that the conditional use complies with all regulating conditions.

#### **10. Administrative Conditional Uses.**

**a. Action By Director Of Community Development: The director of community development shall consider the following administrative conditional uses and may either administratively approve or remand to the Planning and Zoning Commission for further action. The following types of relief are eligible as administrative conditional uses:**

##### **(1) Existing nonconforming accessory structures:**

##### **(A) Applicable Structures:**

**(i) Will be replaced with the same type of structure,**

**(ii) Do not exceed a total of two (2) accessory structures per lot of record,**

**(iii) Extend into no more than forty percent (40%) of the required interior side yard setback,**

**(iv) Extend into no more than ten percent (10%) of the rear yard setback, or**

**(v) Where the applicable lot coverage does not exceed the maximum permitted for that zoning district by more than ten percent (10%).**

**b. Filing of Application: All applications for administrative conditional uses shall be made on an appropriate application form provided by the Village. The application for administrative conditional uses shall be filed and processed in the manner prescribed for conditional uses and shall be accompanied by the following information:**

- \_\_\_\_\_ (1) Said application shall contain the following information:
- \_\_\_\_\_ (A) Zoning Request Application / Petition for Hearing;
  - \_\_\_\_\_ (B) Affidavit of Ownership;
  - \_\_\_\_\_ (C) Proof of Ownership;
  - \_\_\_\_\_ (D) Paid receipt of the most recent tax bill;
  - \_\_\_\_\_ (E) Responses to applicable standards;
  - \_\_\_\_\_ (F) Plat of Survey;
  - \_\_\_\_\_ (G) Site plan;
  - \_\_\_\_\_ (H) Building elevation(s), existing and proposed, if applicable;
  - \_\_\_\_\_ (I) Floor plans, if applicable;
  - \_\_\_\_\_ (J) Preliminary engineering plans, if applicable;
  - \_\_\_\_\_ (K) Legal description of the subject property;
  - \_\_\_\_\_ (L) Any other information deemed necessary by the Village.

\_\_\_\_\_ c. Standards for Administrative Conditional Uses. No administrative conditional use shall be granted by the Village unless the administrative conditional use:

\_\_\_\_\_ (1) Is so designed, located, and proposed to be operated that the public health, safety and welfare will be protected.

\_\_\_\_\_ (2) Will not be injurious to the uses and enjoyment of other property in the neighborhood in which it is located.

\_\_\_\_\_ (3) That in all other respects, the administrative conditional use conforms to the applicable regulations of the district in which it is located.

\_\_\_\_\_ d. Administrative conditional uses adhering to the application submittal requirements and ordinance requirements may be administratively approved as follows:

\_\_\_\_\_ (1) After the administrative conditional use application is submitted and reviewed by the various Village departments, the director of community development will indicate if the applicant may proceed forward with seeking approval of the requested relief with the sign-off approval of the surrounding property owners.

\_\_\_\_\_ (2) In all cases where the director of community development grants an administrative conditional use, an authorizing determination shall be prepared that may set forth the terms for operation of the conditional use. The village clerk shall record the authorizing determination with the county recorder of deeds.

\_\_\_\_\_ e. Appeal Of Director Of Community Development Decision: Any individual may file an appeal of the decision of the director of community development regarding an administrative conditional use with the planning and zoning commission. Such appeal shall be filed with the director of community development within five (5) calendar days of the director's decision.

~~10~~.11. Effect Of Denial Of Application: No application for a conditional use which has been denied by the village board shall be resubmitted for a period of one year from the date of denial, except on the grounds of new factual evidence, or a change in conditions which would alter the concept or intent of the request. Such changes may include reductions in density or building height, changes in land use and road standards and alignment, or conditions which would have a positive effect on surrounding property, and serve to address the circumstances of the denial of the original application. Such change or new evidence must be reviewed and acknowledged by the director of community development before a new application can be submitted for a public hearing.

~~11~~.12. Revocation:

a. In any case where the construction of an approved conditional use is not substantially under way, or if a use is not established or commenced in the building within one year from the date of granting thereof, and completed within eighteen (18) months, then, without further action by the village board, the conditional use or authorization thereof shall be null and void.

b. A conditional use may be revoked if conditional use as established or constructed on the site does not conform to the established conditions for approval. The director of community development will be responsible for advising the village board of any violations and the village board may then authorize the planning and zoning commission to schedule a public hearing to consider revoking the conditional use permit. After conducting the public hearing, the planning and zoning commission shall then prepare a written report and recommendation to submit to the village board. Upon receipt of the planning and zoning commission report, the village board shall then render a final judgment regarding rescinding the conditional use permit and accompanying ordinance.

~~12~~.13. Expiration And Transferability: The conditional use shall expire if the conditional use shall cease for more than twelve (12) months for any reason. However, the ownership of an authorized conditional use may be changed if the use remains unchanged.

~~13~~.14. Modification Or Intensification: Any modification or intensification of a conditional use which alters the essential character or operation of the use in a way not intended at the time the conditional use was granted shall require a new conditional use permit. Such conditional use permit shall be applied for prior to any modification of the use or property. The director of community development shall determine whether the proposed modification or intensification represents an alteration in the essential character of the original conditional use as approved. The operator of the conditional use shall provide the director of community development with all the necessary information related to the conditional use to render this determination.

G. Public Hearing Procedures:

1. Upon receipt of an application for a variation, amendment, conditional use or appeal, the director of community development shall review the application for completeness and assign a case number to the request.

2. Not more than thirty (30) days nor less than fifteen (15) days prior to the date an application is to be considered, the director of community development shall cause notice thereof to be published at least once in a newspaper of general circulation within the village.

3. Not more than thirty (30) days nor less than fifteen (15) days prior to the hearing, the director of community development shall cause a copy of the public notice to be mailed to all property owners within two hundred fifty feet (250'), exclusive of right of way width, of the parcel subject to the public hearing. The director shall cause the notice to be mailed according to the following:

a. For all applications for map amendment, conditional use, variation, or appeal requests concerning a single-family residential property, the community development department shall be responsible for mailing the notice.

b. For all applications for map amendment, conditional use, variation, or appeal requests concerning a nonsingle-family residential property, the applicant shall be responsible for mailing the notice. Upon delivery of the notice, the applicant shall attest in writing to the community development department indicating the date the notice was mailed and the list of property owners to whom the notice was mailed.

4. All published and mailed notices shall contain the case number assigned to the application, the common address of the property, or in the event that there is no common address, an appropriate description of the location of the property, a brief statement on the nature of the public hearing, the name and address of the property owner, the petitioners and their legal representative, and the date, time and location of the public hearing.

5. For all applications for map amendment, conditional use, variation, or appeal, the director of community development shall also cause one or more signs to be posted on the property which is the subject of the public hearing.

a. The number and location of signs shall be determined by the director of community development.

b. The sign must be a minimum of thirty inches by thirty inches (30" x 30") in size, having letters a minimum of two inches (2") high, and contain the following information:

(1) The fact that a public hearing will be held to affect the subject property, with direction to interested members of the general public to call the office of the community development director for further information concerning date, time and place and subject matter of said public hearing.

6. Any interested person may appear and be heard at the hearing held concerning any such application for variation, amendment or conditional use, and such appearance may be made in person, by agent (if a corporation), or by attorney.

#### H. Administrative Hearing Procedures:

(1) Upon receipt of an application for an administrative variation or an administrative conditional use, the director of community development shall review the application for completeness and assign a case number to the request.

(2) For all applications for administrative variations or administrative conditional uses, the department of community development shall provide a list of all owners of record of property lying within one hundred feet (100'), exclusive of right of way width, of the parcel subject to the public hearing. The director of community development shall cause a copy of the public notice to be mailed to all property owners on the list no more than thirty (30) days nor less than seven (7) days prior to the hearing.

(3) An administrative notice shall contain the case number assigned to the application, the address of the property, a brief statement on the nature of the administrative variation or administrative conditional use, the name and address of the property owner, the petitioner and their legal representative, and the date, time and location of the administrative hearing.

(4) For all applications for an administrative variation or administrative conditional use, the director of community development shall also cause one or more signs to be posted on the property, which is the subject of the administrative hearing.

(5) The number and location of signs shall be determined by the director of community development.

(6) The sign must be a minimum of thirty inches by thirty inches (30" x 30") in size, having letters a minimum of two inches (2") high, and contain the following information:

(A) The fact that an administrative hearing that affects the subject property will be held, with direction to interested members of the general public to call the office of the community development director for further information concerning date, time and place and subject matter of said administrative hearing.

(B) Any interested person may appear and be heard at the hearing and such appearance may be made in person, by agent (if a corporation), or in writing.

#### H.I. Administrative Site Plan Review:

1. Action By Director Of Community Development: Prior to the issuance of a building permit, the director of community development shall review and decide as final

administrative authority, all applications for administrative site plan review for the following:

- a. Construction Of New Buildings: Construction of new buildings within the downtown as defined in section 14.304.1 of this chapter.
- b. Additions To Existing Buildings: Additions to existing buildings within the downtown as defined in section 14.304.1 of this chapter.
- c. Exceptions: Any construction within the downtown which requires a variation, conditional use, or planned unit development shall be exempt from administrative site plan review.

2. Authority: The director of community development may, after an administrative review, grant or deny any proposed site plan, with or without conditions of approval, or may refer it to the village board for further consideration.

3. Initiation: An application for administrative site plan review may be made by any person, firm, other entity, corporation, or by any governmental entity requesting or intending to request application for a building permit. Preapplication meetings are available to discuss a proposed application and are encouraged.

4. Filing Of Applications: An application for administrative site plan review shall be filed with the director of community development on forms obtained from the community development department. Such form shall include all information necessary for processing the request, including, but not limited to, a statement of the proposed use, legal description of subject property, survey, site plan, building elevations, landscape plan, appropriate proof of ownership, or proof of authority. The application form may be revised from time to time.

5. Standards: No site plan shall be administratively approved unless the director of community development finds the application meets the following standards:

- a. The submitted site plan conforms to all applicable village ordinances.
- b. The proposed improvements support the goals and objectives stated in adopted village plans, including the comprehensive plan.
- c. The site plan is reflective of the downtown design guidelines of section 14.304.1 of this chapter.

6. Appeals: The applicant may file an appeal of any administrative site plan review decision of the director of community development. Such appeal shall be filed with the director of community development within ten (10) business days of the decision.

a. Authority: The village board shall hear and decide appeals from any administrative order, requirement, decision or determination made by the director of community development or other authorized official concerning administrative site plan review.

b. Filing Of Application: An application for an appeal shall be filed with the director of community development, on forms obtained from the community development department, who shall forward such appeal to the village board for their review and decision.

c. Public Hearing: A public hearing shall be conducted by the village board on the appeal application. Notice shall be as provided in subsection G of this section, in compliance with state statutes.

d. Decisions On Appeals: Any decisions by the village board on a site plan review appeal application shall be in all instances the final administrative determination and shall be subject to judicial review only in accordance with applicable statutes of the state.

7. Schedule Of Construction: A site plan approval shall become null and void in the following circumstances:

a. The applicant fails to apply for a building permit within one year from the date of site plan approval.

b. A new application for administrative site plan approval has been received by the community development department for the same subject property. (Ord. 4590, 9-21-1993; amd. Ord. 5113, 6-6-2000; Ord. 5173, 3-6-2001; Ord. 5219, 11-6-2001; Ord. 5253, 5-21-2002; Ord. 5289, 11-19-2002; Ord. 5639, 7-17-2007; Ord. 5751, 8-4-2009; Ord. 6112, 12-17-2013; Ord. 6246, 5-17-2016; Ord. 6583, 9-5-2021)

## **ATTACHMENT B**

Modifications to the text are indicated as **deletions** and **additions**.

### 14.304.1: DESIGN STANDARDS:

#### A. Downtown Design Guidelines:

1. Purpose: The downtown design guidelines contained herein shall serve the built environment within the downtown by promoting the use of high quality materials; supporting a unified pedestrian oriented environment, a mix of land uses, and thriving public spaces; and promoting and enhancing the character of the downtown. The downtown design guidelines shall be in addition to code requirements found elsewhere in this chapter. For the purposes of this section, the "downtown" shall be defined as:

- a. Properties located in the B-5 and B-5C zoning districts.
- b. Properties located along Prospect Avenue from Central Avenue to William Street.
- c. Properties located along East Lincoln Street from Maple Street to William Street.

2. Applicability: The downtown design guidelines shall be applicable to the following projects within the downtown:

- a. Construction of new buildings.
- b. Additions to existing buildings.
- c. Facade improvements to existing buildings. Facade improvements solely consisting of replacement of windows and doors of like size and location are exempt from the guidelines of this section.

3. Building Design: The architectural design and details of the building shall meet the following objectives:

a. Linear Massing: Facades fifty feet (50') or greater in length facing a front or exterior side lot line shall vary the depth of the structure, by way of recesses and projection within the building's architecture. These details shall break up the massing of the structure in addition to any windows and building entrances along the facade.

b. Access: All buildings with a total width greater than fifty feet (50') shall have a minimum of one entryway at the front of the building, defined as the facade of the building which faces the front or exterior side lot line. Buildings constructed on a corner lot may choose the building's orientation; access may be from either the front or the exterior side.

c. **Windows And Doors:** The first floor of buildings shall have a minimum of twenty five percent (25%) of the facade area facing a front or exterior side be devoted to glass windows and/or doors. Windows and doors should be used as an opportunity to provide architectural interest which breaks up building massing and supports a pedestrian friendly environment. If solid, windowless walls are necessary to the building's function, architectural details shall be included to add visual interest.

d. **Rooflines:** The roofline of a building should include architectural details which add to its overall design, such as cornices, dormers, or parapet walls.

e. **Materials:** Durable, high quality building materials which do not require frequent maintenance, such as brick, stone, and glass, shall be used for facades which are visible from the street. Materials located along a single facade shall be harmonious in design and color.

f. **Vertical Massing Of Multi-Story Buildings:** Multi-story buildings shall be visually divided using architectural details such as differing building materials or stepbacks to reduce the sense of mass and highlight the first floor to a pedestrian scale.

#### 4. Site Design:

a. **Building Setbacks And Parking Lots:** Building setbacks shall conform to section 14.905 of this chapter when applicable. Where possible, parking lots shall not be located between the street and the building's front facade.

b. **Landscaping:** Sites shall comply with the landscape provisions found in article XXIII of this chapter. The use of landscape planters, decorative fencing and similar treatments shall be encouraged in all outdoor areas where public gathering is desired, such as patio dining or other outdoor seating areas.

c. **Pedestrian Access:** All buildings shall have clear pedestrian access from a public walkway to the entrance(s) of the building. Sidewalks located on private property, to be utilized by the public, shall be a minimum of seven feet (7') in width.

d. **Streetscape Improvements:** Areas located immediately adjacent to Village right of way shall blend into the Village's existing streetscape improvement program where applicable.

e. **Bicycle Facilities:** Properties which incorporate parking lots shall also provide bicycle racks on site. Bicycle parking shall be provided at a minimum amount of ten percent (10%) of the vehicle parking provided on site. U-shaped racks, similar to those installed by the Village, are the preferred design.

B. **Additional Design Standards:** The following design standards are applicable to the entire Village:

1. Visual Expanse: Any structure over two hundred feet (200') in length shall be designed so as to stagger the building facades which face a right of way, parking lot, or adjacent residential property, in order to break up the visual expanse of the structure.

2. Screening Of Mechanical And Utility Equipment:

a. When feasible, mechanical equipment should be located within the principal structure in order to minimize exterior visual impacts.

b. All rooftop mechanical equipment shall be hidden when viewed from ground level as viewed from the public right of way or property line of any adjacent residentially zoned property. If screening is required, it shall be a continuous, permanent, sound attenuating and noncombustible screen of a color compatible with the principal structure. For new construction, the screen should be designed as an architectural component of the structure in the form of a parapet wall. The addition or modification of rooftop equipment on existing buildings shall be screened to the extent that is feasible, as determined appropriate by the community development director. If structural modifications are required to accommodate screening of mechanical equipment, it shall comply with the building code in effect at the time modifications are made.

c. All ground mounted mechanical and utility equipment that is six feet (6') or less in height shall be screened from view utilizing landscaping which will grow to the height of the ground based utility. Ground mounted mechanical and utility equipment taller than six feet (6') in height that is visible from the right of way or adjacent residential property shall be screened from view with an enclosure that is constructed to be consistent with the material of the principal structure, as determined appropriate by the community development director.

d. Screening of mechanical equipment shall be required when new equipment is installed. Screening shall not be required when replacing an existing, non-screened rooftop mechanical unit in the same place with a new unit that is either as tall as, or shorter than the existing unit. Normal maintenance of mechanical equipment shall not mandate the screening requirement. (Ord. 6286, 12-6-2016; amd. Ord. 3528, 9-2-2020)

**3. Architectural Diversity: To promote architectural diversity and avoid repetitive building patterns, no detached single-family dwelling constructed within a residential subdivision approved after the effective date of this ordinance, or constructed as new principal residential construction on an individual lot, shall be similar in appearance to any other detached single-family dwelling located on the same street within a distance of two (2) lots in either direction of the subject lot.**

**For purposes of this subsection, the term “constructed” shall mean the erection of a new principal detached single-family dwelling and shall not include:**

- Additions to an existing dwelling;**
- Exterior renovations or façade modifications to an existing dwelling; or**

- Interior remodeling.

This subsection shall not apply retroactively to dwellings legally existing as of the effective date of this ordinance.

a. Definition of “Similar in Appearance”: For purposes of this subsection, two detached, single-family dwellings shall be considered similar in appearance if they are identical or nearly identical with respect to any three (3) or more of the following architectural characteristics:

(1) Primary roof form, including the dominant roof type (gable, hip, mansard, gambrel, flat, or combination):

(2) Roof height, measured from finished grade to the peak, within a tolerance of +/- 2 feet;

(3) Front-facing massing, defined as the approximate height and width of the primary front wall plane closest to the front lot line;

(4) Overall front-elevation form, including the predominant silhouette and massing as viewed from the street;

(5) Fenestration pattern, including the relative location, arrangement, and size of windows on the front elevation;

(6) Garage configuration, including the location, orientation, and dimensions of garage doors visible from the street; and

(7) Primary exterior siding materials on the front elevation wall planes (e.g., brick veneer, horizontal siding, board-and-batten, shakes, or similar materials).

b. Characteristics Not Constituting Dissimilarity: The following characteristics, standing alone, shall not be deemed sufficient to establish dissimilarity between dwellings:

(1) Variations in color;

(2) Variations in roofing material;

(3) Addition or deletion of minor decorative elements (including, but not limited to, dormers, cupolas, bay windows, belt courses, fan lights, chimneys, or ornamental features);

(4) Reversal of plan orientation (right-hand/left-hand orientation);

(5) Variation in window styles; and

(6) Variations in height, width, or length measurements of less than five percent (5%), unless otherwise specified herein.

c. Submission and Approval Requirements: Prior to issuance of any building permit within a subdivision, the applicant shall submit:

(1) A proposed set of building elevations for all planned home models; and

(2) A streetscape diagram or lot assignment plan demonstrating compliance with the spacing requirement established in this subsection.

The Director of Community Development shall review the submitted elevations and lot assignments for compliance with the requirements of this subsection. Approved elevations and lot assignments shall be binding upon subsequent building permit reviews.

4. Stucco or engineered stucco systems shall comply with the regulations stipulated in section 21.229 of the building code.

## **ATTACHMENT C**

Modifications to the text are indicated as **deletions** and **additions**.

### 14.306: ACCESSORY STRUCTURES:

A. General Requirements: The following restrictions on accessory buildings, structures and uses apply to all zoning districts, **unless otherwise provided for in this chapter:**

1. Time Of Construction: No accessory building or structure shall be constructed on any lot prior to the time of construction of a principal building.

2. Yard Requirements: No accessory building, structure or use shall be located in a required front yard, required side yard or exterior side yard, unless otherwise provided for in this chapter.

3. Height Requirements:

a. Residential And Commercial Districts: No detached garage or gazebo shall exceed a maximum height of fifteen feet (15'). No other accessory building/structure shall exceed ten feet (10') in height.

b. Industrial, Office Research And Conservation Recreation Districts: No accessory building/structure shall exceed twenty feet (20') in height.

4. Separation Between Buildings:

a. A detached accessory building or structure shall be located no closer to the principal building than three feet (3'). Detached garages located between three feet (3') and ten feet (10') from a principal building shall be provided with a five- eighths inch (5/8") drywall finish on the interior walls and ceiling.

b. **For single-family residential properties in the R-X, R-1 and R-A zoning districts only,** Any structure permanently attached to the principal structure is no longer considered an accessory structure pursuant to article XXIV of this chapter and shall meet the bulk requirements of the zoning district for principal structures, unless otherwise listed as a permitted obstruction in section 14.319 of this article.

**c. For single-family residential properties in the R-X, R-1 and R-A zoning districts only, any structure permanently attached to an accessory structure is considered part of the accessory structure and shall meet the bulk requirements for accessory structures, unless otherwise listed as a permitted obstruction in section 14.319 of this article.**

~~c.~~ **d.** Aboveground swimming pools are permitted to attach to a deck if all required rear and side yard setbacks are met and the deck is designed with a gate between the deck and pool and access is provided to the yard from the deck.

~~d.~~ **e.** Pergola support columns shall be located no closer to the principal building than three feet (3').

5. Number Of Accessory Structures: The maximum number of accessory structures shall not exceed two (2) such structures per zoning lot. Swimming pools and structures listed as permitted obstructions in section 14.319 of this article are exempt from the total number of accessory structures.

6. Shed **and Garage** Restrictions:

~~a.~~ **a.** A shed shall not be utilized to store motor vehicles or as office, work or living space. The storage of household items, equipment to maintain the property and small recreational equipment is permitted.

~~b.~~ **b. A detached garage shall not be utilized as office, work or living space. The storage of motor vehicles, household items, equipment to maintain the property and small recreational equipment is permitted.**

7. Roof Pitch: No accessory structure shall have a roof pitch of less than three to twelve (3:12). Pergolas, arbors, and accessory structures in the I-1 Limited Industrial and C-R Conservation Recreation zoning districts shall be exempt from this requirement.

~~8.~~ **8. No accessory structure shall be used for residential living quarters.**

B. Restrictions In Residential Districts:

1. Maximum Size:

a. A detached private garage may be no larger than ~~six hundred seventy two~~ **seven hundred twenty (672720)** square feet.

b. A shed, gazebo, pergola, greenhouse, or other similar accessory structure may be no larger than **two hundred (200) square feet.** ~~the smaller of the following:~~

~~(1) Two percent (2%) of the lot area; or~~

~~(2) Two hundred (200) square feet.~~

2. Bulk Restrictions:

a. On lots fifty five feet (55') in width or less, detached accessory structures shall be set back three feet (3') from any interior side or rear lot line.

b. On lots greater in width than fifty five feet (55'), detached accessory structures shall be set back five feet (5') from any interior side or rear lot line.

c. No accessory structure shall be placed on any right of way or village utility or easement without prior consent from the director of community development.

d. All solid roofed accessory structures, including gazebos, shall be included in any Floor Area Ratio calculation.

3. Lot Coverage: Accessory structures shall be included in any maximum lot coverage calculation. Swimming pools are exempt from the maximum lot coverage calculation.

C. Restrictions In Business And Industrial Districts:

1. Maximum Area: Detached accessory building(s) or structure(s) shall occupy no more than thirty percent (30%) of the area of a required yard.

2. Yard Requirements: Accessory structures shall be set back six feet (6') from any side or rear lot line. No accessory structure shall be placed on any right of way or village utility or easement without prior consent from the director of community development.

D. Regulations For Specific Accessory Structures And Uses:

1. Garbage Dumpsters And Recycling Containers:

a. Required: All multi-family buildings utilizing centralized solid waste services shall provide a garbage dumpster and recycling container area which meets the minimum standards which have been established by the solid waste coordinator.

b. Location: Outdoor designated garbage dumpsters and recycling containers shall maintain the same setbacks as parking lots. Dumpsters and containers that are located within covered parking areas shall be designed so that they do not conflict with required parking spaces or access drives.

c. Screening:

(1) Nonresidential Districts: Such dumpsters and containers shall be screened on all sides by a solid wood fence or equivalent screening material to a height not less than six feet (6').

(2) Residential Districts: Multiple-family residential developments shall provide screening on no less than three (3) sides by a solid wood fence or equivalent screening material to a height not less than six feet (6').

2. Accessory Commercial Uses Within Multi-Family Residences: Accessory commercial uses including restaurants, drugstores, retail food shops, valet services, beauty and barber shops, and physical fitness or health facilities shall be permitted within multi-family buildings provided that the accessory uses must be accessible to the public only through the lobby of the building; and no advertising or display related to the accessory use shall be visible from outside the building.

3. Accessory Uses Within Office Buildings: Accessory uses located within office buildings including cafeterias, restaurants, gift shops, flower shops, snack bars, drugstores, barbershops, beauty parlors, banks, daycare centers, and office supply stores (excluding sales of office machinery and furniture) shall be permitted provided that said accessory uses are conducted for the convenience of the employees, patients, patrons, or visitors. Said accessory uses shall be designed and located totally within the confines of the principal building and the primary access to any accessory retail use shall be from within the principal building.

4. Off Street Parking Facilities: Parking lots and drive aisles shall not be subject to the restrictions of this subsection, but shall be subject to the requirements within articles XXII and XXIII of this chapter.

5. Signs: Signs shall not be subject to the restrictions of this subsection but shall be subject to the requirements of chapter 7 of this code.

6. Swimming Pools: The regulations of this subsection shall not apply to any pool having at every point a depth less than twenty five inches (25").

No out of doors swimming pool for the use of members and their guests of nonprofit club or organization, or limited to house residents of a multiple-dwelling unit, a block, a subdivision, neighborhood, or other community shall be permitted in an R-1, R-A or R-X district.

a. Location: Swimming pools shall not be permitted in any required front, side or exterior side yards. Pools are permitted to encroach into the rear yard provided a minimum of fifteen feet (15') is maintained from the rear property line to the edge of the structure.

b. Construction: All swimming pools shall be constructed according to the requirements of this code.

7. Donation Boxes: The following restrictions shall apply to all donation boxes located within the Village:

a. Location Requirements:

(1) Donation boxes are permitted as an accessory use to an institutional or nonprofit use only.

(2) Donation boxes shall not be located in a required parking space.

(3) Donation boxes shall not be located in a required front yard, required side yard or exterior side yard and shall be located to minimize visual impact when viewed from a street.

b. Number Allowed: No more than one donation box shall be located on any lot.

c. Size: A donation box shall not exceed six and one-half feet (6.5') in height. The box footprint shall be no greater than twenty five (25) square feet.

d. Maintenance Requirements: Donation boxes shall be maintained in good condition with no structural damage, holes, rust or graffiti. All boxes shall be emptied and serviced regularly to prevent overflow of collections and be kept free of debris.

e. Signage: The name, address and phone number of the donation box operator shall be posted on the box. Information shall be provided on the box as to whether the operator is a for profit or not for profit organization. Total signage on the donation box shall not exceed five (5) square feet or as approved by the director of community development.

f. Placement: All donation box placement shall be in accordance with all additional state or county law. (Ord. 6286, 12-6-2016; amd. Ord. 3528, 9-2-2020; Ord. 6583, 9-5-2021; Ord. 6590, 11-16-2021)

## ATTACHMENT D

Modifications to the text are indicated as **deletions** and **additions**.

Add the following land uses to Section 14.604 Land Use Table 1 in the appropriate alphabetical locations.

### 14.604: LAND USE TABLES:

LAND USE TABLE 1  
RESIDENTIAL AND RECREATIONAL ZONING DISTRICTS

Land Use	C-R	R-X	R-1	R-A	R-2	R-3	R-4
<p><b><u>Existing nonconforming accessory structures</u></b>  <b><u>Applicable structures:</u></b>            (i) <u>Will be replaced with the same type of structure,</u>            (ii) <u>Do not exceed a total of two (2) accessory structures per lot of record,</u>            (iii) <u>Extend into no more than forty percent (40%) of the required interior side yard setback,</u>            (iv) <u>Extend into no more than ten percent (10%) of the rear yard setback, or</u>            v) <u>Where the applicable lot coverage does not exceed the maximum permitted for that zoning district by more than ten percent (10%).</u></p>		<u>C<sup>3</sup></u>	<u>C<sup>3</sup></u>	<u>C<sup>3</sup></u>			
<b><u>Relief from accessory structure requirements, except for certain existing nonconforming accessory structures</u></b>		<u>C</u>	<u>C</u>	<u>C</u>			
<b><u>Relief from fence requirements</u></b>		<u>C</u>	<u>C</u>	<u>C</u>			

Notes:

1. Permitted in limited circumstances. A conditional use shall be required if the following circumstances apply:

a. A residential dwelling unit is being converted to the proposed use so as to be the principal use of the structure; or

b. A new building or structure is to be constructed on property less than 40,000 square feet not currently in use for the proposed use.

2. Residential setback reductions below 5 feet may trigger additional building code requirements including, but not limited to, fire-rated walls, limitation on projections, and opening in walls. Any zoning relief granted through the conditional use shall adhere to Chapter 21 Building Code of the Municipal Code.

**3. Administrative conditional use approval is required.**

## **ATTACHMENT E**

Modifications to the text are indicated as **deletions** and **additions**.

### 14.2204: RESIDENTIAL DRIVEWAYS:

A. Driveways: All single-family and attached single-family driveways shall conform to the following requirements:

1. Requirements: A minimum of two (2) parking spaces shall meet the required setbacks of the specific zoning district. Driveways shall lead to an off street parking space(s) or parking pad and shall cross the required front or exterior side yard in a manner essentially perpendicular to the street pavement. Circular or dual frontage driveways, or driveways serving side load garages are exempt from this requirement.

2. Minimum Driveway Width: Minimum driveway width shall be eight feet (8').

3. Parking Strips: Parallel paving strips shall be permitted as alternatives to paved driveway surfaces. Driveway width measurements shall be made from the pavement's outside edge and shall include the width between strips of pavement.

4. Driveway Width: Driveway width shall be calculated by including all abutting parallel sidewalks and patios for driveways located within a required front or required exterior side yard.

5. Unobstructed From Encroachments: All driveways shall be unobstructed from any encroachment such as chimneys, fireplaces, and bay windows.

6. Attached Garages: Driveways serving attached garages shall not exceed ~~twenty six~~ **thirty** feet (~~26'~~ **30'**) in width unless otherwise regulated elsewhere in this chapter: **and shall taper to a width no greater than twenty-six feet (26') at the property line.**

a. Driveways In Front Of Houses: ~~No driveway shall encroach more than three feet (3') beyond the garage toward the front plane of the house, with exception of circular or dual frontage driveways and driveways serving side load garages as permitted per code. The portion of a driveway located in front of the house shall not extend more than three feet (3') beyond the point where the garage meets the house, measured along the front plane of the house. Circular driveways, dual-frontage lots, and driveways serving side-loaded garages are exempt from this requirement.~~

b. Driveways serving three (3) car attached garages may be the same width as the garage, not to exceed a maximum width of thirty three feet (33') ~~within the first eighteen feet (18') of the garage's front elevation~~, and shall ~~be tapered~~ to a width no greater than

twenty six feet (26') ~~within eighteen feet (18') of the garage's front elevation~~ at the property line.

7. Detached Garages: Driveways serving detached garages shall not exceed ~~twenty-six~~ thirty feet (~~26'~~ 30') in width unless otherwise regulated elsewhere in this chapter, and shall taper to a width no greater than twenty-six feet (26') at the property line.

a. Driveways In Front Of Houses: ~~No driveway shall encroach more than three feet (3') beyond the garage toward the front plane of the principal structure (house).~~ The portion of a driveway located in front of the house shall not extend more than three feet (3') beyond the closest plane of the house, measured along the front plane of the house.

b. Driveways Serving Three Car Detached Garages: Driveways serving three-car detached garages may be the same width as the garage not to exceed a maximum width of thirty three feet (33') ~~within the first eighteen feet (18') of the garage's front elevation~~, and shall tapered to a width no greater than twenty-six feet (26') ~~within thirty feet (30') of the garage's front elevation~~ at the property line. Maximum measurement shall be taken from garage's edge farthest from the side lot line, running parallel to the garage facade.

8. Vehicle Turnaround Pads: Driveways fronting onto a major arterial street, as defined in the Village's comprehensive plan, may provide a vehicle turnaround pad no larger than twelve feet (12') in depth as measured parallel to the front lot line, and ten feet (10') in width as measured perpendicular to the front lot line. The vehicle turnaround pad shall be located entirely on the property, perpendicular to the driveway, and at least fifteen feet (15') from the principal structure. The turnaround pad may be in addition to the overall permitted driveway width.

9. Driveways Serving Side Load Garages: Driveways serving side load garages shall not exceed ~~twenty-six~~ thirty feet (~~26'~~ 30') in width and shall taper to a width no greater than twenty-six feet (26') at the property line. Measurements for driveway width shall be taken parallel to the front lot line, no closer to the right of way than two feet (2') from the required front yard setback line.

10. Circular And Dual Frontage Driveways: Circular or dual frontage driveways for lots with a lot width of seventy five feet (75') or greater shall meet these minimum requirements:

a. Minimum Turning Radius: The circular drive portion of the driveway shall have a minimum turning radius of fifteen feet (15');

b. Width: The circular drive portion of the driveway shall have a minimum width of twelve feet (12') and a maximum allowable driveway width of twenty six feet (26'), as measured both at the lot line and at the entrance to the garage.

#### B. Parking Pads:

1. Parking pads are subject to the following requirements:

a. Parking pads shall be accessible via a driveway serving an attached garage and may encroach into required yards.

b. Parking pads shall be a minimum of eight feet (8') in width and shall not exceed two hundred (200) square feet in area. All adjacent flatwork (sidewalks, patios) shall be calculated into the parking pad's total area.

c. Parking pads shall be included in any maximum driveway width calculation, measured at the point where the parking pad meets the driveway.

C. Driveways Serving Multi-Family Residential Lots: Driveways serving multi-family residential lots shall be considered drive aisles and shall meet the parking lot design standards of this Code. (Ord. 6286, 12-6-2016; amd. Ord. 6528, 9-2-2020)

## **ATTACHMENT F**

Modifications to the text are indicated as **deletions** and **additions**.

**Add the definitions of “Administrative Conditional Use”, “Administrative Variation” and “Permitted Obstruction” to Section 14.2401 in the appropriate alphabetical locations. Modify the definition of “Accessory Structure” to be more specific.**

14.2401: PURPOSE

**ADMINISTRATIVE CONDITIONAL USE: A category of conditional use for single-family residential zoning districts which may be approved administratively by the Village of Mount Prospect, in conjunction with a submitted application, site plan, and all of the necessary requirements as required by the zoning ordinance and with required consent or determination of no objection from adjacent property owners.**

**ADMINISTRATIVE VARIATION: A category of variation which may be approved administratively by the Village of Mount Prospect, in conjunction with a submitted application, site plan, and all of the necessary requirements as required by the zoning ordinance and with required consent or determination of no objection from adjacent property owners.**

ACCESSORY STRUCTURE: A subordinate structure detached from but located on the same lot as the principal structure, the use of which is incidental and accessory to that of a principal structure. Said structures may include, but are not limited to, **detached** garages **and, gazebos, pergolas, greenhouses,** sheds, **trash enclosures, parking lots, outdoor storage tanks, swimming pools, fences, and certain permitted obstructions including central air conditioning units, generators and similar mechanical equipment, driveways, parking pads, open stoops and canopies, patios, balconies, decks, service walks, sidewalks, steps, handicap ramps, sports courts, unenclosed porches and window wells,** as further defined by this Code.

**PERMITTED OBSTRUCTION: An accessory structure that is allowed to encroach into a required yard as long as it meets certain size and location requirements set forth by this Code.**



## Item Cover Page

<b>Subject</b>	<b>1st reading of AN ORDINANCE GRANTING A GRANTING A ZONING MAP AMENDMENT FOR PROPERTY LOCATED AT 1326 WEST CENTRAL ROAD, MOUNT PROSPECT, ILLINOIS (PZ-08-26)</b>
Meeting	May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	N
Dollar Amount	
Budget Source	
Category	NEW BUSINESS
Type	Action Item

### Information

The Mount Prospect Park District (Petitioner), is seeking a zoning map amendment from R-A Single-Family Residence District to C-R Conservation Recreation District at the property located at 1326 West Central Road ("Subject Property"). The proposal requires Village Board approval to approve the zoning map amendment. The proposal meets the requirements and standards related to the Village Code, and staff is supportive of the request.

### Discussion

#### **BACKGROUND / PROPERTY HISTORY**

The Subject Property was annexed into the Village in 1958 and is located on the north side of Central Road, between Melas Park Trail and N. Kenilworth Avenue. The Subject Property has remained vacant for many years and does not currently have driveway access to Central Road.

The subject property is zoned R-A Single-Family Residence District and is bordered by Melas Park (C-R Conservation District) to the north, a visual arts studio affiliated with the park district (C-R Conservation District) to the west, single-family residential lots (R-A Single Family Residential District) to the east, and single-family residential lots (R-1 Single Family Residential District) to the south.

Precedence exists for the rezoning of adjacent property. In 1996, the Mount Prospect Park District obtained approval to rezone two lots located west of the Subject Property from I-1 Limited Industrial to C-R Conservation Recreation, along with a conditional use permit for a visual arts center and variations for setbacks and lot coverage. These properties were previously occupied by the Pop Shop, a local beverage company.

Today, a small portion of the building is utilized for an operating art studio, while the majority of the structure is used by the Mount Prospect Park District for equipment and material storage. The art studio is anticipated to relocate to the Lions Park Recreation Center within the

next year.

## **PROPOSAL**

The Petitioner has entered into a purchase agreement with the current property owner for the Subject Property, pending certain contingencies including the approval of the requested zoning map amendment from R-A Single-Family Residence District to C-R Conservation Recreation District.

At this time, the Petitioner is not proposing any improvements and the Subject Property will remain vacant. At such time that improvements requiring zoning approval are proposed, the Village shall require the Petitioner to work with the Village to ensure said improvements will comply with all Village Codes.

### Melas Park Lease Agreements

The Village of Mount Prospect also has a master lease agreement with the Water Reclamation District of Greater Chicago to develop improve, maintain and use Melas Park for recreational and sports activities. The Village also has an agreement with the Mount Prospect Park District and the Arlington Heights Park District to grant exclusive use of Melas Park for recreational events and activities. Amendments to the existing agreements may be required if the zoning map amendment is approved.

## **LONG-RANGE PLANNING**

The Future Land Use Map in the Village's Comprehensive Plan designate the Subject Property as Single Family Residential. While the proposed rezoning is not consistent with the Future Land Use Map designation, it is supported by the Comprehensive Plan's broader goals and policies supporting open space and easements for recreational use and promoting open space preservation and recreational access. The Plan encourages partnerships with local park districts to secure land for recreational use, including Implementation Strategy 1-21, which supports the acquisition or lease of land for open space. Given the Subject Property's adjacency to Melas Park and other C-R zoned recreational uses, the rezoning would expand the open space network and enhance access to recreational amenities. As such, the request, while a departure from the Future Land Use Map, is consistent with the Plan's overarching objectives and represents a reasonable and logical land use decision.

## **PUBLIC COMMENTS**

As of this writing, staff has not received any public comments.

## **STANDARDS AND FINDINGS**

Staff finds that the proposed map amendment to rezone the Subject Property to the C-R Conservation Recreation District is consistent with the applicable standards outlined in Section 14.203.D.8.a. The Subject Property is compatible with existing uses and zoning in the surrounding area, as it is adjacent to Melas Park and other C-R zoned properties utilized for recreational purposes. The rezoning would align with the established development pattern and trend in the area, which is characterized by open space and recreational uses. While the property is currently zoned for residential use, its adjacency to an existing and active park limits its suitability for residential development and supports its transition to a recreational use. The proposed C-R zoning is compatible with surrounding properties and would not introduce adverse impacts. Although the request is not fully consistent with the Future Land Use Map designation, it advances broader Comprehensive Plan objectives related to open space preservation, recreational access, and coordination with park district initiatives. Overall, the Subject Property is suitable for the uses permitted in the C-R District, and staff considers the proposed rezoning as a reasonable and context-sensitive amendment. Based on the

foregoing, staff finds that the proposed request meets the standards of the Village's zoning ordinance and recommends approval of the requested zoning map amendment.

### **PUBLIC HEARING**

The Planning and Zoning Commission reviewed the request at the April 23, 2026 Public Hearing. No members of the public appeared for the hearing. The Planning and Zoning Commission's questions focused on the future use of the property, redevelopment potential, parking needs, and whether the property should remain on the tax rolls. Staff explained that without the rezoning, the narrow lot would remain zoned R-A Single-Family Residential. Any redevelopment of the site would likely require consolidation with adjacent properties, and additional intensity would not be permitted under the current zoning. The Petitioner stated that the park district has no immediate development plans and intends to preserve the property as open space while maintaining flexibility for future opportunities related to the adjacent art studio parcel, with a future plat of consolidation likely. While additional parking could be a possibility in the future, there is currently no need for it, and the park district does not intend to purchase the property for resale or redevelopment. Following discussion, the Planning and Zoning Commission recommended approval of the zoning map amendment request, subject to the condition outlined in the staff report, by a vote of 7-0.

### **REQUEST TO WAIVE THE SECOND READING**

The Petitioner requests that the Village Board waive the second reading and take final action at the May 5, 2026, meeting.

### **Alternatives**

1. Approval of the following motion: "A zoning map amendment from R-A Single Family Residence District to C-R Conservation Recreation District at the Subject Property, also known as 1326 West Central Road (PIN: 03-33-415-014-0000), subject to the condition listed in the attached ordinance.
2. Action at the discretion of the Village Board.

### **Staff Recommendation**

Approval of a zoning map amendment from R-A Single Family Residence District to C-R Conservation Recreation District at the Subject Property, also known as 1326 West Central Road (PIN: 03-33-415-014-0000), subject to the condition listed in the attached ordinance.

### **Attachments**

1. PZ-08-26 Administrative Content\_Redacted
2. PZ-08-26 Staff Report
3. PZ-08-26 Meeting Minutes
4. PZ-08-26 Request to Waive Second Reading
5. PZ-08-26 Ordinance



Village of Mount Prospect  
 Community Development Department  
 50 S. Emerson Street  
 Mount Prospect, Illinois 60056  
 Phone: (847) 818-5328

## Zoning Request Application

### Official Use Only (To be completed by Village Staff)

Case Number: PZZ26-000006 (PZ-08-26) Date of Submission: 03/10/2026 Hearing Date: 4/23/26  
 Project Name/Address: PZ-08-26 Rezoning of Vacant Parcel (PIN: 03-33-415-014-0000) from R-A to C-R

### I. Subject Property

Address(es): 1326 W Central Rd  
 Zoning District(s): RA Property Area (SqFt and/or Acreage): \_\_\_\_\_  
 Parcel Index (PIN(s)): 03-33-415-014-0000

### II. Zoning Request(s) (Check all that apply)

- Conditional Use: For \_\_\_\_\_
- Variation(s): To \_\_\_\_\_
- Zoning Map Amendment: Rezone From R-A To C-R
- Zoning Text Amendment: Section(s) \_\_\_\_\_
- Other: \_\_\_\_\_

### III. Summary of Proposal (use separate sheet if necessary)

Purchase of 1326 W. Central Rd from Robert Jensen. The purpose of this purchase by the Park District is to preserve this open space, adjacent to the Mt. Prospect Park District Art Studio, for future use/development. No plans are developed for the site at this time. Our Contract to purchase this property is contingent on the Zoning Board approving the zoning change to C-R.  
 A copy of the latest tax bill is attached. The taxes are unpaid by the seller for the last 3 bills. The taxes are being paid by the Seller shortly and I will forward the bill and receipt once I receive it from his Attorney.  
 Please send me confirmation of the scheduled meeting and let me know if we are missing anything that you still need.

### IV. Applicant (all correspondence will be sent to the applicant)

Name: Jeanette Foley Corporation: Mt. Prospect Park District  
 Address: 1000 W Central Rd  
 City, State, ZIP Code: Mount Prospect IL 60056  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Interest in Property: \_\_\_\_\_

### V. Property Owner

Check if Same as Applicant

Name: Robert J. Jensen Corporation: \_\_\_\_\_

Address:	1326 W. Central Rd
City, State, ZIP Code:	Mount Prospect, IL 60056
Phone:	Email:

In consideration of the information contained in this petition as well as all supporting documentation, it is requested that approval be given to this request. The applicant is the owner or authorized representative of the owner of the property. The petitioner and the owner of the property grant employees of the Village of Mount Prospect and their agent's permission to enter on the property during reasonable hours for visual inspection of the subject property.

I hereby affirm that all information provided herein and in all materials submitted in association with this application are true and accurate to the best of my knowledge.

**Applicant:**

Date:

*Jeanette M. Foley*

(Print or Type Name)

\_\_\_\_\_  
Jeanette Foley

If applicant is not property owner:

I hereby designate the applicant to act as my agent for the purpose of seeking the zoning request(s) described in this application and the associated supporting material.

**Property Owner:**

\_\_\_\_\_  
Date: \_\_\_\_\_

(Print or Type Name)



Village of Mount Prospect  
 Community Development Department  
 50 S. Emerson Street  
 Mount Prospect, Illinois 60056  
 Phone: (847) 818-5328

**Affidavit of Ownership**

COUNTY OF COOK )  
 )  
 STATE OF ILLINOIS )

I, ROBERT J. JENSEN, under oath, state that I am  
 (print name)

- the sole owner of the property
- an owner of the property
- an authorized officer for the owner of the property

commonly described as 1326 W. CENTRAL ROAD, MT. PROSPECT, IL 60056  
 (property address and PIN) 03-33-415-014-0000

and that such property is owned by ROBERT J. JENSEN as of this date.  
 (print name)

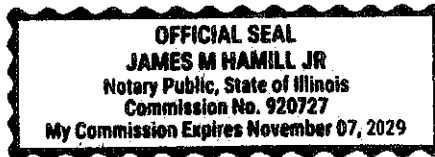
*Robert J. Jensen*  
 Signature

Subscribed and sworn to before

me this 7 day of

MARCH, 2021.

*JH*  
 Notary Public





Village of Mount Prospect  
 Community Development Department  
 50 S. Emerson Street  
 Mount Prospect, Illinois 60056  
 Phone: (847) 818-5328

Property Owner	
<input type="checkbox"/> Check if Same as Applicant	
Name: <u>ROBERT J. JENSEN</u>	Corporation: _____
Address: <u>1326 W. CENTRAL ROAD</u>	
City, State, ZIP Code: <u>MT. PROSPECT, IL 60056</u>	
Phone: <u>[REDACTED]</u>	Email: <u>[REDACTED]</u>

In consideration of the information contained in this petition as well as all supporting documentation, it is requested that approval be given to this request. The applicant is the owner or authorized representative of the owner of the property. The petitioner and the owner of the property grant employees of the Village of Mount Prospect and their agent's permission to enter on the property during reasonable hours for visual inspection of the subject property.

I hereby affirm that all information provided herein and in all materials submitted in association with this application are true and accurate to the best of my knowledge.

Applicant: *Jeanette M. Foley* Date: 3-10-2020  
 (Signature)  
Jeanette M. Foley  
 (Print or Type Name)

If applicant is not property owner:

I hereby designate the applicant to act as my agent for the purpose of seeking the zoning request(s) described in this application and the associated supporting material.

Property Owner: *Robert J. Jensen* Date: March 07 2020  
 (Signature)  
ROBERT J. JENSEN  
 (Print or Type Name)

TRUSTEE'S DEED

UNOFFICIAL COPY

ILLINOIS

SC18021165

Doc#: 1825619075 Fee: \$50.00  
Karen A. Yarbrough  
Cook County Recorder of Deeds  
Date: 09/13/2018 09:19 AM Pg: 1 of 2

Dec ID 20180901677987  
ST/CO Stamp 1-066-872-992 ST Tax \$1.00 CO Tax \$0.50

FIDELITY NATIONAL TITLE

Above Space for Recorder's Use Only

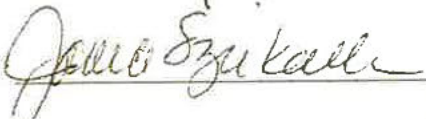
This AGREEMENT between Mike Szukalla and Janice Loveisky (f/k/a) Janice Szukalla, as Successor Co-Trustees of the R. James Szukalla trust agreement dated April 17, 1994 as amended, and Grantors, of the Village of Mt. Prospect, County of Cook and, State of Illinois and Grantee: (Name and Address of Grantee-s) Robert Jensen, Individually, of 20 N. Kenilworth, Mt. Prospect, IL  
ITNESSES: The Grantor(s) in consideration of the sum of TEN and 00/100 DOLLARS, and other good and valuable consideration in hand paid, receipt whereof is hereby acknowledged, and in pursuance of the power and authority vested in the Grantors as said Successor Co-Trustees and of every other power and authority the Grantors hereunto enabling, do hereby CONVEY and QUITCLAIM unto the Grantee in fee simple the following described real estate, situated in the County of Cook in the State of Illinois to wit: (See page 2 for legal description attached here to and made part hereof.) together with the tenements, hereditament and appurtenances thereunto belonging or in any wise appertaining.

SUBJECT TO: General taxes for and subsequent years; covenants, conditions and restrictions of record, if any; building lines and Easements, if any provided they do not interfere with the current use and enjoyment of the Real Estate.  
Permanent Real Estate Index Number: 03-33-415-014-0000  
Address of Real Estate: 1326 W. Central Rd., Mount Prospect, Illinois, 60056-2226

The date of this deed of conveyance is 09/10/2018.

  
Mike Szukalla Successor Co-Trustee as aforesaid

  
Janice Loveisky as Successor Co-Trustee as aforesaid

  
Janice Szukalla Successor Co-Trustee as aforesaid



State of IL, County of Cook. I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY that Mike Szukalla and Janice Loveisky, as Co-Trustees of the R. James Szukalla as trustee under provisions of a trust agreement dated April 17, 1994 personally known to me to be the same person(s) whose name(s) is(are) subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he/she/they signed, sealed and delivered the said instrument as his/her(their) free and voluntary act, for the uses and purposes therein set forth, including the release and waiver of the right of homestead.

Given under my hand and official seal 09/10/2018.



  
Notary Public



**Payment Receipt**

Payment may be withdrawn from your account as soon as tomorrow or the next banking business day. It is important that you have money in your bank account to cover this payment. Thank you for using the Cook County Treasurer Property Tax electronic payment system.

Please keep a record of your Confirmation Number, or print this page for your records.

---

Confirmation #	200499044204
Make a Payment - Cook County Property Tax	Cook County Treasurer Online Property Tax System (Current Year)
Property Index Number	03334150140000
Bill Year:	2023
PIN:	03-33-415-014-0000
Volume:	235
Property Location:	1326 W CENTRAL RD MOUNT PROSPECT, IL 60056- 2226
Mailing Address:	20 N KENILWORTH AVE MT PROSPECT, IL 60056- 2232
Balance Due:	1559.99
Tax Type:	0
Tax Year:	2023
Status	ACCEPTED
Payment Date	Mar 11, 2026 – 8:11:55 PM
Payment Method	████████████████████
Payment Amount	\$1,559.99

## REAL ESTATE SALE CONTRACT

1. **Parties/ Purchase and Sale.** Mt. Prospect Park District, a municipal corporation and body politic with principal offices located at 1000 W. Central Road, Mt. Prospect, Illinois 60056 ("Purchaser" or "Park District") agrees to purchase and Robert Jensen of [REDACTED] [REDACTED] or Owner of Record, ("Seller") (Purchaser and Seller each being sometimes hereinafter referred to individually as a "Party" or jointly as "Parties") agrees to sell and convey to Purchaser, at a price of ONE HUNDRED THIRTY ONE THOUSAND DOLLARS (\$131,000.00), on the terms set forth herein, the following real estate ("Real Estate"):

THE WEST 50 FEET OF THE EAST 300.24 FEET LYING SOUTH OF A LINE 250 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SECTION 33, TOWNSHIP 42 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, OF LOT H IN KIRCHOFF'S SUBDIVISION IN SAID SECTION 33, ACCORDING TO THE PLAT THEREOF RECORDED MAY 22, 1917, IN BOOK 152 OF PLATS, ON PAGE 15; EXCEPT THEREFROM THAT PART LYING SOUTH OF A LINE 50.00 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SAID SECTION 33, IN COOK COUNTY, ILLINOIS.

The Real Estate has the following permanent real estate index number: 03-33-415-014-0000 and is commonly known as 1326 W. Central Road, Mt. Prospect, Illinois.

2. **Conveyance of Title.** Seller agrees to sell the Real Estate at the price set forth above, and to convey or cause to be conveyed at Closing to the Purchaser or nominee title thereto by a recordable general warranty deed,

subject only to covenants, conditions, easements and restrictions of record and private, public and utility easements and roads and highways, if any, and building lines and building restrictions, not objected to in writing by Purchaser within ten (10) days after receiving the preliminary title commitment, as well as general real estate taxes for the year 2025 and subsequent years, and acts of Purchaser (collectively, the "Permitted Exceptions").

3. **Earnest money.** Within five (5) five days after the Contract Date, Purchaser will pay TEN THOUSAND DOLLARS (\$10,000.00) as earnest money to be applied on the purchase price and agrees to pay or satisfy the balance of the purchase price at Closing, plus or minus applicable prorations, by cash, cashier's or certified check. The earnest money shall be held by the Seller's attorney, or at the election of the Purchaser, by the Title Insurance Company in a strict joint order escrow, for the mutual benefit of the Parties.

4. **Closing.** Subject to the other terms and provisions of this Contract, Closing shall be on July 18, 2026 at the Skokie, Illinois, office of Chicago Title Insurance Company , provided title is shown to be good or is accepted by Purchaser and that the other conditions of this Contract have been satisfied, or such other date as maybe agreed upon in writing by the Parties.

5. **Broker.** Seller hereby indemnifies and holds Purchaser harmless from any person, firm or entity claiming a broker's commission claimed through Seller.

6. **Environmental Condition Contingency.** Subject to the inspection rights of Purchaser as set forth herein, the Parties acknowledge that

the Real Estate is being sold on the conditions herein contained, in "as is" condition, without warranty of any kind, express or implied, as to the condition of the Real Estate, including without limitation, any warranty of the condition or suitability of the Real Estate for any particular use. Seller represents but does not warrant, that there is no underground storage tank on or in the Real Estate. Notwithstanding the foregoing, this contract is contingent upon approval by Purchaser, in its absolute discretion, of the condition of the Real Estate after an inspection or inspections (including but not limited to a Phase I environmental assessment), conducted at Purchaser's expense (and by individuals or firms selected by Purchaser) by June 18, 2026 (said date being herein and elsewhere referred to for the sake of convenience as the "Contingency Date").

Purchaser shall indemnify Seller from and against any loss or physical damage to the Real Estate caused by acts or omissions of Purchaser or the person performing such inspection(s) and assessment(s), and Purchaser shall restore the Real Estate to substantially the same condition in which it is found at the time of the performance of such inspections and assessments.

If a Phase I environmental assessment identifies one or more recognized environmental conditions in or on the Real Estate and Purchaser proceeds with a Phase II investigation on the Real Estate, then if written notice of disapproval is given by Purchaser to Seller by the Contingency Date, or by any later date agreed upon in writing between the Parties, this contract shall be null and void and the earnest money shall be returned to Purchaser.

In the event that the Phase I assessment results determine that a Phase II environmental investigation of the Real Estate or any part(s) thereof should be undertaken by individual(s) or firm(s) selected by Purchaser as provided above, Purchaser and its agents and contractors shall have the right to take such samples of the ground, water, air and Real Estate as it shall deem necessary or appropriate for the purpose of analyzing and testing same. For this purpose Seller shall allow Purchaser reasonable access to all parts of the Real Estate, provided that Purchaser restores the Real Estate to substantially the same condition in which it was found at the time of the performance of such assessment, sampling or testing except if such sampling or testing is destructive of the sample or samples taken. The rights of Purchaser hereunder during any Phase II environmental assessment undertaken pursuant hereto shall expressly include, but not be limited to, the right to do soil borings and test pit excavations as well as underground and underwater inspections which do not materially damage the Real Estate, provided that if any of such procedures are utilized Purchaser shall first require such contractors to provide a current certificate of insurance demonstrating the existence of a general liability insurance policy in the name of said contractor, providing coverage of not less than \$1 million and naming Purchaser and Seller as additional insureds thereunder. Seller represents to Purchaser that there is no underground storage tank in or on the Real Estate.

7. **Rezoning Contingency.** The obligations of Purchaser hereunder shall be expressly contingent upon Purchaser, at Purchaser's sole cost and

expense (but with the reasonable cooperation of the Seller including, but not necessarily limited to Seller providing to Purchaser or the Village: proof of ownership, affidavit of ownership, paid receipt of most recent tax bill, and owner's signature as property owner on the form available from the Village of Mt. Prospect, indicating Seller's written consent to Purchaser's application for the zoning relief described in the next sentence) obtaining from the Village of Mt. Prospect by the Contingency Date, such zoning relief, map amendment, and zoning classification as is primarily designated for land intended for public or private open space, parks, and recreational facilities.

If written notice is given by Purchaser to Seller by the Contingency Date, of Purchaser's inability to obtain zoning relief as aforesaid, then this contract shall be null and void and the earnest money shall be returned to Purchaser.

8. **Title Commitment.** The obligations of Purchaser hereunder shall be expressly contingent upon the ability of Purchaser to obtain and Purchaser obtaining within 30 days after the Contract Date, a title commitment for an owner's title insurance policy in such amount as is determined by Purchaser and providing for extended coverage over exceptions 1-5, issued by the Chicago Title Insurance Company in said amount, covering title to the Real Estate on or after the date hereof, showing title in the intended grantor subject only to the matters set forth in Paragraph 2 above and containing the following special endorsements: legal equivalency, contiguity, location, access, restrictions, tax parcel, utility facility, and zoning. The title commitment shall be conclusive evidence of good title as therein shown as to all matters insured by the policy,

subject only to the exceptions as therein stated. Also, the Seller shall furnish the Purchaser an affidavit of title in customary form covering the date of Closing and showing title in the intended grantor subject only to the matters set forth in Paragraph 2 above. If unpermitted exceptions shall appear on the preliminary title commitment Seller shall have an additional 35 days within which to have same removed (or insured over at its cost if it so elects) and failing same upon notice in writing from Seller to Purchaser this contract shall become null and void and the earnest money shall be returned to Purchaser. The Parties shall pay their respective Seller or Purchaser charges for the title insurance and shall each pay fifty percent (50%) of any deed and money escrow charges.

9. **Survey.** Seller shall, at its expense, cause to be prepared and delivered to Purchaser prior to Closing, an existing plat of survey showing all lot lines or perimeters of, and improvements and easements, if any, on the Real Estate, and made and so certified as having been made in compliance with Illinois Land Survey Standards. Seller shall concurrently provide his Affidavit of No Improvements to Purchaser with respect to the plat of survey.

10. **Taxes.** The Seller shall pay the amount of any stamp tax imposed by state law on the transfer of the title. Seller shall furnish a completed Real Estate Transfer Declaration executed on behalf of the Seller in the form required pursuant to the Real Estate Transfer Tax Act of the State of Illinois and shall furnish any declaration executed on behalf of the Seller. Purchaser shall be solely responsible for the Village of Mt. Prospect transfer tax.

At Closing, Seller shall provide Purchaser a credit based on 115% of the most recent full year's tax bill. The parties hereby agree that the general real estate taxes for the property for the tax year(s) 2025 and 2026 shall be re-prorated between Seller and Purchaser upon the issuance of the actual final tax bill(s) for said year(s). Within thirty (30) days of the issuance of the actual final tax bill(s), the party receiving such bill shall notify the other party and provide a copy of the bill along with a re-proration calculation. If the actual tax amount for the period of Seller's ownership exceeds the credit given at Closing, Seller shall pay the difference to Purchaser. If the actual tax amount is less than the credit given, Purchaser shall refund the excess to Seller. This provision shall survive the Closing and the delivery of the deed.

11. **Allocation of Risk.** The provisions of the Uniform Vendor and Purchaser Risk Act of the State of Illinois shall be applicable to this Contract.

12. **Possession and Access.** Seller shall deliver possession of the Real Estate to Purchaser in its current condition at Closing. Seller retains the right to access the Real Estate in order to pull up the planted garlic located at the small garden at the front part of the property near the sidewalk/central Rd. Said right of access shall expire on August 31, 2026.

13. **Deed and Money Escrow.** At the election of the Seller or the Purchaser upon notice to the other Party not less than 5 days prior to the time of Closing, this sale shall be closed through an escrow with Chicago Title and Trust

Company, in accordance with the general provisions of the usual form of Deed and Money escrow Agreement then in use by Chicago Title and Trust Company, with such special provisions inserted in the escrow agreement as may be required to conform with this Contract. Upon the creation of such an escrow, payment of purchase price and delivery of deed shall be made through the escrow and this Contract and the earnest money shall be deposited in the escrow. The cost of the escrow shall be paid equally by the Parties.

14. **Notices.** a. Notices under this Contract to the Seller shall be addressed to, and delivered at the following addresses:

Robert Jensen



With a copy to:

**Jim Hamill**

Attorney at Law

Law Office of James M. Hamill, Jr., Ltd.

805 E. Irving Park Road, Suite A

Roselle, IL 60172



b. Notices under this Contract to the Purchaser shall be addressed to, and delivered at the following addresses:

Mt. Prospect Park District

1000 W. Central Road

Mt. Prospect, Illinois 60056

Attn: Mr. Jim Jarog, Executive Director

With a copy to:

Law Office of Thomas G. Hoffman  
27 N. Wacker Drive, #410  
Chicago, Illinois 60606

c. Any notice or communication required or permitted to be given under this Contract shall be in writing and shall be delivered (i), personally, (ii) by a reputable overnight carrier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (iv) by email. Unless otherwise expressly provided in this contract, notices shall be deemed received upon the earlier of (a) actual receipt; or (b) one (1) business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (b) three (3) business days following deposit in the U.S. Mail, as evidenced by a return receipt. By notice complying with the requirements of this Section, each Party shall have the right to change the address or the addressee, or both, for all future notices and communications to such Party, but no notice of a change of addressee or address shall be effective until actually received.

15. **R.E.S.P.A.** The Purchaser and the Seller hereby agree to make all disclosures and do all things necessary to comply with the applicable provisions of the Real Estate Settlement Procedures Act of 1974. In the event that either Party shall fail to make appropriate disclosure when asked, such failure shall be considered a breach on the part of said Party.

16. **F.I.R.P.T.A** The Seller represents that neither it nor the intended grantor is a "foreign" person as defined in Section 1445 of the Internal

Revenue Code and is therefore exempt from the withholding requirements of said Section. The Seller will furnish the Purchaser at closing the Exemption Certification set forth in said section.

17. **Time of Essence.** Time is of the essence of this Agreement.

18. **Contract Date.** In the event that this Agreement is executed by Seller and returned to Purchaser and is thereafter approved by Purchaser's Board of Park Commissioners as provided for in Section 19, the Contract Date shall be the date of such approval or ratification.


19. **Non-binding until Ratified or Approved.** This Agreement shall not be binding upon nor enforceable by or against Purchaser unless and until: (i) it is ratified or approved by Purchaser's Board of Park Commissioners not later than March 18, 2026. In the event that such ratification or approval does not occur the earnest money shall be refunded to Purchaser.

20. **Duration of Offer.** Notwithstanding anything to the contrary herein or elsewhere contained, upon presentation of this document to Seller or Seller's attorney or broker (if any), *it shall be deemed to be an offer by Purchaser to purchase the Real Estate subject to the terms hereof*, which offer shall expire if not accepted by Seller and two originals hereof executed by Seller are not returned to Purchaser by 5:00 p.m. on March 9, 2026, in which event the earnest money shall be returned to Purchaser.

21. **Execution.** This Agreement is executed in duplicate originals, both of which shall be considered one and the same instrument.

IN WITNESS WHEREOF, the Seller and the Purchaser have executed these presents as of the respective dates indicated below

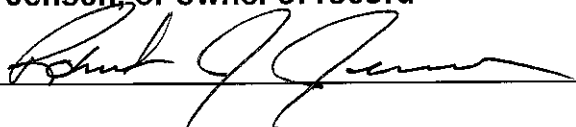
**Mt. Prospect Park District**

By:   
Its President

Dated: February 20, 2026

"Purchaser"

**Robert Jensen, or owner of record**



Dated: Feb 28 2024  
"Seller"

## **Zoning Map Amendment**

When a map amendment is proposed the Planning & Zoning Commission shall make findings based upon the evidence presented to it in each specific case with respect to, but not limited to, the following matters:

1. Compatibility with existing uses in the general area of the Subject Property; **The property is compatible with the existing use as it is adjacent to the Studio and Melas Park zoned C-R.**
2. Compatibility with the zoning classification of properties within the general area of the Subject Property; **The property is compatible with the zoning classification of properties within the general area as it is adjacent to the Studio and Melas Park zoned C-R.**
3. The suitability of the Subject Property with regards to the uses permitted under the property's existing zoning classification; **The property is currently zoned for residential use. It will align with the Studio and Melas park adjacent properties if zoned C-R.**
4. Consistency with the trend of development in the general area of the Subject Property, including changes that have occurred under the existing zoning classification; **As the property is adjacent to Melas Park and the Art Studio zoned C-R, rezoning it to match would align with the trend and any future developments at the Park.**
5. The compatibility of the surrounding property with the permitted uses listed in the proposed zoning classification; **Yes, the property would be zoned C-R and used for recreational purposes in alignment with the adjacent Studio and Melas Park properties.**
6. The objectives of the current Comprehensive Plan for the Village and the impact of the proposed amendment on the said objectives; **The Village Comprehensive Plan supports providing convenient access to open space, and supports efforts by the local park districts to secure funds for the purchase or lease of open space and easements for recreational use (Implementation Strategy 1-21).**
7. The suitability of the property in question for permitted uses listed in the proposed zoning classification. **If rezoned to C-R, the property will be in alignment with adjacent Studio and Melas Park properties and suitable to proposed zoning classification.**

LANCE TITLE  
4321 N. CLAIR  
CHICAGO  
(773) 886-2222

2. EPA  
3. BALLON  
LBS

PURCHASE  
0.51 INCHES

YES/NO  
CLE: YES/NO  
CLE: YES/NO

300-003  
L N  
2  
025

05  
07

OFFICES OF  
200 W. High  
Schaumburg  
Phone: 847-519-01

TITLE RE

# PLAT OF SURVEY

BY  
**JOHN M. HENRIKSEN**

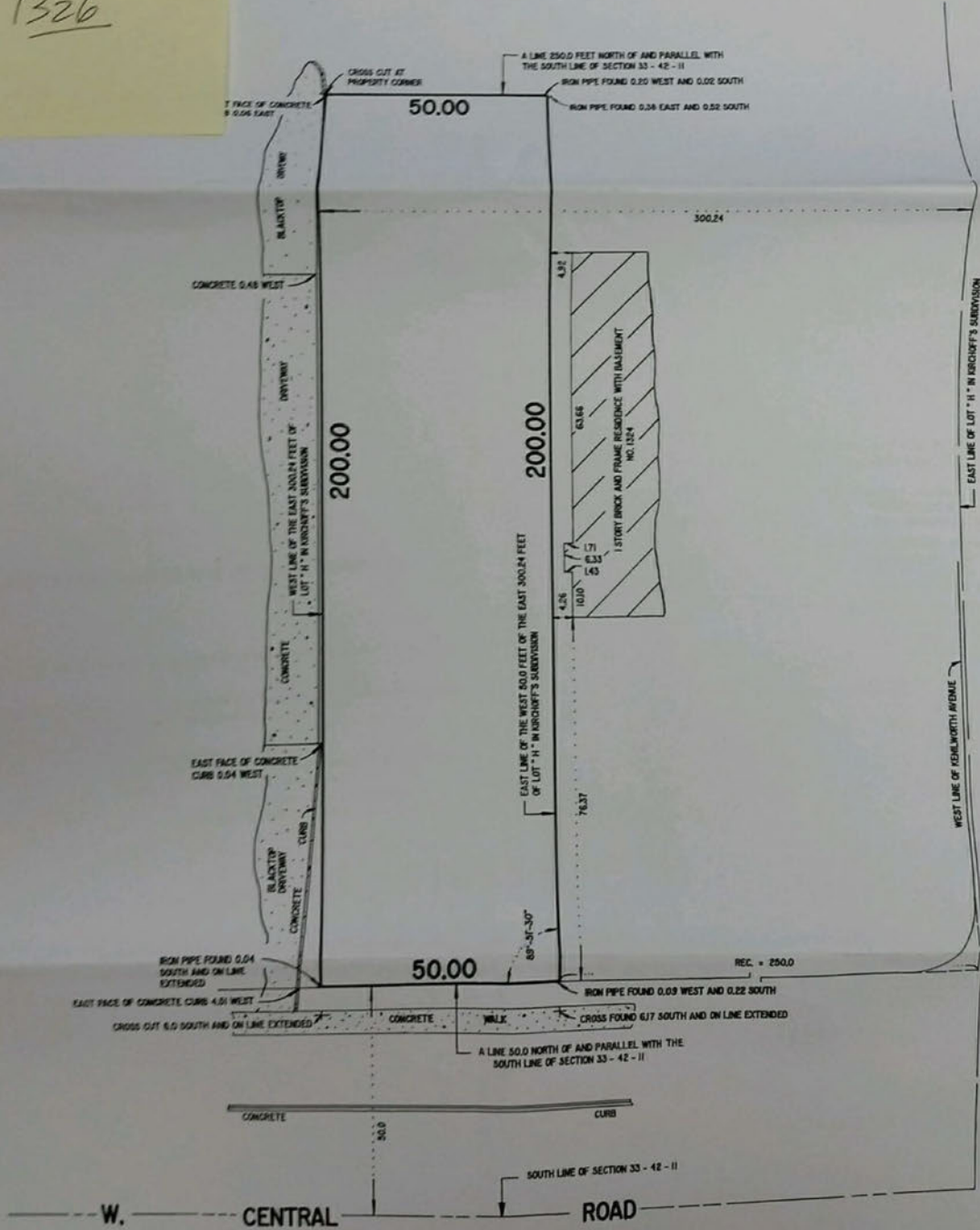
415 E. GOLF ROAD - SUITE 103 ARLINGTON HEIGHTS, ILLINOIS 60005  
TEL. 224-875-7633 FAX. 224-875-7634  
WWW.HENRIKSENSURVEY.COM



THE WEST 50.00 FEET OF THE EAST 300.24 FEET LYING SOUTH OF A LINE 250.00 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SECTION 33, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, OF LOT "H" IN KIRCHOFF'S SUBDIVISION IN SAID SECTION 33, ACCORDING TO THE PLAT THEREOF RECORDED MAY 22, 1917, IN BOOK 152 OF PLATS, ON PAGE 15; EXCEPT THEREFROM THAT PART LYING SOUTH OF A LINE 50.00 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SAID SECTION 33; IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 1326 W. CENTRAL ROAD, MOUNT PROSPECT, ILLINOIS 60056

014  
1326



W. CENTRAL ROAD

Jason C Shallcross, AICP, CECD  
 Director of Community Development

Ann Choi  
 Development Planner



DATE: April 16, 2026

**CASE NUMBER**

PZ-08-26

**PETITIONER / PROPERTY OWNER**

Jeanette Foley (Mount Prospect Park District) /  
 Robert J. Jensen

**PUBLIC HEARING DATE**

April 23, 2026

**PROPERTY ADDRESS/LOCATION**

1326 W. Central Road  
 PIN: 03-33-415-014-0000

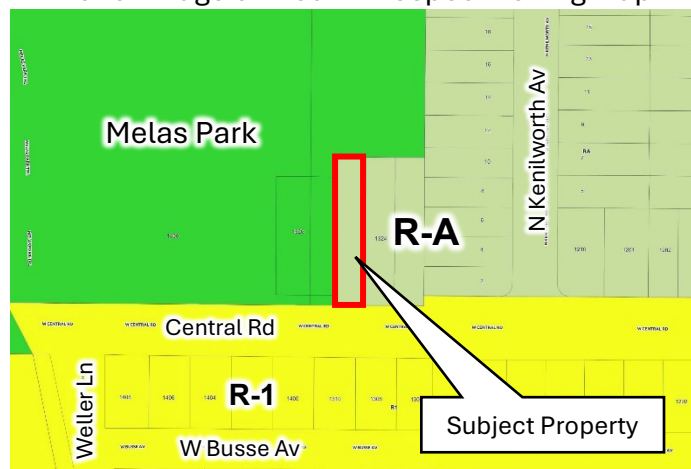
**BRIEF SUMMARY OF REQUEST**

The “Petitioner”, Jeanette Foley with the Mount Prospect Park District, is seeking a zoning map amendment from R-A Single-Family Residence District to C-R Conservation Recreation District at the property located at 1326 West Central Road (“Subject Property”). The proposal requires Village Board approval to approve the zoning map amendment. The proposal meets the requirements and standards related to the Village Code, and staff is supportive of the request.

2024 Aerial Image



2026 Village of Mount Prospect Zoning Map



**EXISTING ZONING**

R-A  
 Single-Family Residential

**EXISTING LAND USE/ SITE IMPROVEMENTS**

Vacant lot

**SURROUNDING ZONING & LAND USE**

North: C-R Conservation Recreation  
 East: R-A Single-Family Residential  
 South: R-1 Single-Family Residential  
 West: C-R Conservation Recreation

**SIZE OF PROPERTY**

0.230 acres

**STAFF RECOMMENDATION**

APPROVE

APPROVE WITH CONDITIONS

DENY

## DISCUSSION OF PROPOSAL

### BACKGROUND / PROPERTY HISTORY

The Subject Property was annexed into the Village in 1958 and is located on the north side of Central Road, between Melas Park Trail and N. Kenilworth Avenue. The Subject Property has remained vacant for many years and does not currently have driveway access to Central Road.

The subject property is zoned R-A Single-Family Residence District and is bordered by Melas Park (C-R Conservation District) to the north, a visual arts studio affiliated with the park district (C-R Conservation District) to the west, single-family residential lots (R-A Single Family Residential District) to the east, and single-family residential lots (R-1 Single Family Residential District) to the south.

Precedence exists for the rezoning of adjacent property. In 1996, the Mount Prospect Park District obtained approval to rezone two lots located west of the Subject Property from I-1 Limited Industrial to C-R Conservation Recreation, along with a conditional use permit for a visual arts center and variations for setbacks and lot coverage. These properties were previously occupied by the Pop Shop, a local beverage company.

Today, a small portion of the building is utilized for an operating art studio, while the majority of the structure is used by the Mount Prospect Park District for equipment and material storage. The art studio is anticipated to relocate to the Lions Park Recreation Center within the next year.

### PROPOSAL

The Petitioner has entered into a purchase agreement with the current property owner for the Subject Property, pending certain contingencies including the approval of the requested zoning map amendment. The Petitioner proposes to rezone the existing property from R-A Single-Family Residence District to C-R Conservation Recreation District.

At this time, the Petitioner is not proposing any improvements and the Subject Property will remain vacant. At such time that improvements requiring zoning approval are proposed, the Village shall require the Petitioner to work with the Village to ensure said improvements will comply with all Village Codes.

#### Melas Park Lease Agreements

The Village of Mount Prospect also has a master lease agreement with the Water Reclamation District of Greater Chicago to develop improve, maintain and use Melas Park for recreational and sports activities. The Village also has an agreement with the Mount Prospect Park District and the Arlington Heights Park District to grant exclusive use of Melas Park for recreational events and activities. Amendments to the existing agreements may be required if the zoning map amendment is approved.

### LONG-RANGE PLANNING

The Future Land Use Map in the Village's Comprehensive Plan designate the Subject Property as Single Family Residential. While the proposed rezoning is not consistent with the Future Land Use Map designation, it is supported by the Comprehensive Plan's broader goals and policies supporting open space and easements for recreational use and promoting open space preservation and recreational access. The Plan encourages partnerships with local park districts to secure land for recreational use, including Implementation Strategy 1-21, which supports acquisition or lease of land for open space.

Given the Subject Property’s adjacency to Melas Park and other C-R zoned recreational uses, the rezoning would expand the open space network and enhance access to recreational amenities. As such, the request, while a departure from the Future Land Use Map, is consistent with the Plan’s overarching objectives and represents a reasonable and logical land use decision.

**PUBLIC COMMENTS**

As of this writing, staff has not received any public comments.

**STANDARDS AND FINDINGS**

The Planning and Zoning Commission shall review the standards and findings of fact outlined in **Exhibit A** and 1) accept them without changes, 2) accept them with changes, or 3) reject the findings. The Planning and Zoning Commission shall use the findings of fact to guide their recommendation to the Village Board.

**STAFF RECOMMENDATION**

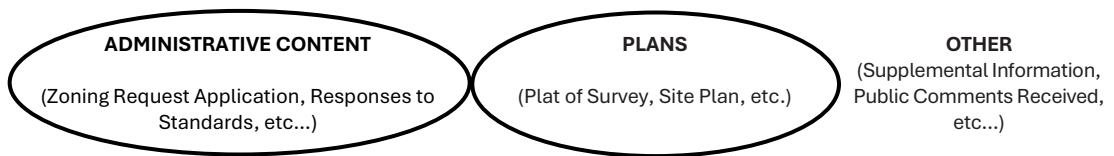
Staff finds that the standards for a zoning map amendment have been met, as set forth in the Petitioner’s and staff’s responses to the standards. Based on these findings, Staff recommends that the Planning and Zoning Commission make a motion to adopt staff’s findings as the findings of the Planning and Zoning Commission and **recommend approval** of the following motion:

“A zoning map amendment from R-A Single Family Residence District to C-R Conservation Recreation District at the Subject Property, also known as 1326 West Central Road (PIN: 03-33-415-014-0000), subject to the following condition:

- 1. The zoning map amendment granted herein shall be expressly conditioned upon the transfer of title of the Subject Property to the Petitioner. If such transfer of title does not occur, the approval shall not take effect and shall be deemed null and void.

The Village Board’s decision is final.

**ATTACHMENTS:**



I concur:

Jason C Shallcross, AICP, CEcD  
Director of Community Development

**Exhibit A**  
**Standards and Findings of Fact**

**MAP AMENDMENT STANDARDS**

Section 14.203.D.8.a of the Village of Mount Prospect Zoning Ordinance provides that a map amendment shall not be approved unless findings are made on the following standards:

1. Compatibility with existing uses of property within the general area of the property in question;
2. Compatibility with the zoning classification of property within the general area of the property in question;
3. The suitability of the property in question to the uses permitted under the existing zoning classification;
4. Consistency with the trend of development in the general area of the property in question, including changes, which have taken place in its present zoning classification;
5. The compatibility of the surrounding property with the permitted uses listed in the proposed zoning classification;
6. The objectives of the current comprehensive plan for the village and the impact of the proposed amendment on the said objectives; and
7. The suitability of the property in question for permitted uses listed in the proposed zoning classification.

Petitioner's Findings: The Petitioner states that the proposed map amendment to the C-R District is compatible with the surrounding area, as the Subject Property is adjacent to Melas Park and an art studio, both of which are zoned C-R and utilized for recreational purposes. The Petitioner asserts that the rezoning would align the Subject Property with the existing zoning pattern and development trend in the area, which is characterized by recreational and open space uses. While the property is currently zoned for residential use, the Petitioner contends that the proposed C-R designation would be more suitable given its proximity to parkland and would support consistent land use planning.

The Petitioner further notes that the proposed amendment is consistent with the Village's Comprehensive Plan, which encourages access to open space and supports efforts by local park districts to acquire and maintain land for recreational use. Overall, the Petitioner concludes that the Subject Property is appropriate for the uses permitted under the C-R District and that the rezoning would be compatible with surrounding properties and long-range planning objectives.

Staff's Findings: Staff finds that the proposed map amendment to rezone the Subject Property to the C-R Conservation Recreation District is consistent with the applicable standards outlined in Section 14.203.D.8.a. The Subject Property is compatible with existing uses and zoning in the surrounding area, as it is adjacent to Melas Park and other C-R zoned properties utilized for recreational purposes. The rezoning would align with the established development pattern and trend in the area, which is characterized by open space and recreational uses.

While the property is currently zoned for residential use, its adjacency to an existing and active park limits its suitability for residential development and supports its transition to a recreational use. The proposed C-R zoning is compatible with surrounding properties and would not introduce adverse impacts. Although the request is not fully consistent with the Future Land Use Map designation, it advances broader Comprehensive Plan objectives related to open space preservation, recreational access, and coordination with park district initiatives. Overall, the Subject Property is suitable for the

uses permitted in the C-R District, and staff considers the proposed rezoning as a reasonable and context-sensitive amendment. Based on the foregoing, staff finds that the proposed request meets the standards of the Village's zoning ordinance and recommends approval of the requested zoning map amendment.

**MINUTES OF THE REGULAR MEETING OF THE  
PLANNING & ZONING COMMISSION**

**CASE NO. PZ-08-26** Hearing Date: April 23, 2026

**PROPERTY ADDRESS:** 1326 W. Central Road

**PETITIONER:** Mount Prospect Park District

**PUBLICATION DATE:** April 8, 2026

**REQUEST:** Zoning Map Amendment from R-A Single-Family Residence District to C-R Conservation Recreation District

**MEMBERS PRESENT:** Joseph Donnelly  
William Beattie  
Ewa Weir  
Walter Szymczak  
Richard Rogers  
Michael Fricano  
Fay Costa

**MEMBERS ABSENT:** Donald Olsen

**STAFF MEMBERS PRESENT:** Ann Choi – Development Planner  
Charles Hogan – Development Planner

**INTERESTED PARTIES:** Mount Prospect Park District, Petitioner (Jim Jarog and Jeanette Foley)

Chairman Donnelly called the meeting to order at 7:01 PM. Vice Chairman Beattie made a motion seconded by Commissioner Szymczak to approve the minutes from the Planning and Zoning Commission meeting on March 26, 2026. The minutes were approved 6-0 (Commissioner Costa abstained).

Chairman Donnelly introduced Case PZ-08-26, 1326 West Central Road, a request for a zoning map amendment from R-A Single Family Residence District to C-R Conservation Recreation District. The Village Board will serve as the final authority for the request.

### **Staff Presentation**

Ms. Choi presented the proposed rezoning of the subject property and stated that the property is zoned R-A Single-Family Residence District and is bordered by Melas Park zoned C-R Conservation Recreation to the north, a visual arts studio through with the park district zoned C-R to the west, single-family residential lots zoned R-A Single Family Residential District to the east, and single-family residential lots zoned R-1 Single Family Residential District to the south. Ms. Choi stated that the subject property was annexed into the Village in 1958 and is one of the residential lots located on the north side of Central Road, between the art studio and N. Kenilworth Avenue.

Ms. Choi explained that the subject property has remained vacant for many years and does not currently have driveway access to Central Road. Ms. Choi pointed out that precedence exists for the rezoning of adjacent property and in 1996, the Mount Prospect Park District obtained approval to rezone two lots located west of the Subject Property from I-1 Limited Industrial to C-R Conservation Recreation, along with a conditional use permit for a visual arts center and variations for setbacks and lot coverage. Ms. Choi indicated that today, a small portion of the building is utilized for an operating art studio, while the majority of the structure is used by the Mount Prospect Park District for equipment and material storage. Ms. Choi further stated that the art studio is anticipated to relocate to the Lions Park Recreation Center within the next year.

Ms. Choi went on to state that the park district has entered into a purchase agreement with the current property owner for the subject property, pending certain contingencies including the approval of the requested zoning map amendment. Ms. Choi noted that at this time, the park district has no plans to improve the property and currently intends to preserve the lot as open space and allow for potential future opportunities. At such time that improvements requiring zoning approval are proposed, Ms. Choi stated that the park district will be required to work with the Village to ensure any proposed improvements will comply with all Village Codes or seek the necessary approvals.

Ms. Choi explained that the Future Land Use Map in the Village's Comprehensive Plan designates the subject property as single-family residential, and while the rezoning does not align with the Future Land Use Map's Single-Family Residential designation, it supports the Comprehensive Plan's broader goals to advance priorities like open space preservation and recreational access. Ms. Choi further emphasized that the Plan also encourages partnerships to expand parkland, including strategies for acquiring or leasing land for open space. Given its location next to Melas Park and other recreational uses, Ms. Choi stated that the requested rezoning would help strengthen the overall open space network and represents a logical and well-supported land use decision, even though it departs from the map designation.

### **Staff Recommendation**

Ms. Choi stated that staff finds that the proposed zoning map amendment meets the applicable standards contained in the Mount Prospect Zoning Ordinance and requests that the Planning and Zoning Commission make a motion to adopt staff's findings as the findings of the Planning and Zoning Commission and recommend **approval** of the following motion:

“Motion to approve:

1. A zoning map amendment from R-A Single Family Residence District to C-R Conservation Recreation District at the Subject Property, also known as 1326 W. Central Road (PIN: 03-33-415-014-0000), subject to the following condition:
  - a. The zoning map amendment granted herein shall be expressly conditioned upon the transfer of title of the Subject Property to the Petitioner. If such transfer of title does not occur, the approval shall not take effect and shall be deemed null and void.”

The Village Board's decision is final.

### **Commission Questions for Staff**

Vice Chairman Beattie asked whether there were any other feasible uses or development options for the subject property given its limited size, and whether the parcel could reasonably be utilized for any purpose other than single-family residential. Ms. Choi stated that, if the request were not approved, the property would revert back to its R-A zoning and would return to the market. However, due to the narrow configuration of the parcel, it would likely need to be consolidated with the properties to the west for future development. Ms. Choi noted that she was uncertain of any plans that the Mount Prospect Park District had more redevelopment.

Commissioner Weir asked whether there were opportunities to keep the property on the tax roll by combining it with the adjacent property and considering it as a potential redevelopment site. Ms. Choi responded that, if the rezoning request were not approved, the property would return to the market and could be redeveloped as a single-family residential lot. Commissioner Weir further asked whether the site could be intensified, and Ms. Choi explained that additional intensity would not be permitted under the current R-A Single-Family Residential zoning designation.

Hearing no further questions for staff, Chairman Donnelly swore in the following speakers:

- James Jarog and Jeanette Foley, Mount Prospect Park District, 1000 W. Central Road, Mount Prospect IL

### **Commission Questions for the Petitioner**

Chairman Donnelly asked the Petitioner whether there were any plans for the subject property. Mr. Jarog responded that the park district does not currently have any specific plans for the property. Mr. Jarog explained that the property had been on and off the market for approximately 15 to 20 years, and the park district had been approached about purchasing it in the past; however, the asking price at that time was too high. Mr. Jarog stated that the parties were able to reach a mutually agreeable price with this purchase, which presented a good opportunity for potential future use, but in the interim, the property would be maintained as open space.

Chairman Donnelly asked whether the property would eventually be combined with the park. Mr. Jarog responded that he anticipates a plat of consolidation would likely occur to combine the subject property with the art studio parcel. However, Mr. Jarog noted that the park district has not yet determined the future of the art studio property once the studio relocates to the Lions Park Recreation Center upon its opening next year, so the long-term plan remains to be determined.

Vice Chairman Beattie suggested that the park district likely had some general ideas for the future use of the property, even if nothing had been discussed in great specificity. Mr. Jarog responded that additional parking could be a possibility if the parcel were to be redeveloped in the future but reiterated that there are currently no specific plans for the site. Mr. Jarog stated that the Park District Board pursued the purchase primarily to preserve the property as open space and to keep future options available, particularly in relation to the art studio site. Chairman Donnelly added that the park district likely did not have many very opportunities to purchase land. Mr. Jarog added that he did not anticipate a large recreation center being developed on the property and stated that the immediate plans are to preserve the land as open space.

Commissioner Weir noted the discussion regarding parking and asked whether there was currently a need for additional parking. Mr. Jarog responded that there is no need for additional parking for the existing art studio program. Mr. Jarog also noted that one of the challenges for the seller is that the property does not currently have a curb cut, and introducing one so close to the existing crosswalk could create a safety concern.

Commissioner Weir asked whether the property could be combined with the park district parcel and later sold on the market. Mr. Jarog responded that the park district would not intend to sell the property in that manner. Commissioner Weir then asked about the purchase price, and Ms. Foley stated that the agreed purchase price was \$131,000.

### **Motion and Vote**

Hearing no further comments or questions, Chairman Donnelly closed the hearing and asked for a motion. Commissioner Rogers made a motion seconded by Commissioner

Szymczak to approve the zoning map amendment subject to the condition outlined in the staff report.

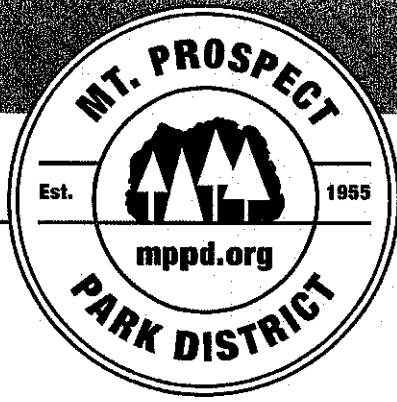
UPON ROLL CALL    AYES: Szymczak, Weir, Beattie, Rogers, Fricano, Costa, Donnelly  
                          NAYS: None

The Planning and Zoning Commission gave a positive recommendation (7-0) for the next Village Board meeting to be held on May 5, 2026.

After hearing one additional item of New Business, Chairman Donnelly made a motion, seconded by Vice Chairman Beattie, and the meeting was adjourned at 7:39 PM.



Ann Choi, Development Planner



April 24, 2026

Jason C Shallcross, AICP, CEcD  
Director of Community Development  
Village of Mount Prospect  
50 S. Emerson Street  
Mount Prospect, IL 60056  
Via email: [jshallcross@mountprospect.org](mailto:jshallcross@mountprospect.org)

Re: PZ-08-26: 1326 W Central Rd - Request to Waive the 2nd Reading

Dear Mr. Shallcross,

The Planning & Zoning Commission recommended approval of our request to rezone the subject property from R-A to C-R by a 7-0 vote. Our request is scheduled to go before the Village Board for the ordinance's first reading on May 5, 2026.

We are requesting that the Village Board waive the second reading, tentatively scheduled for May 19, 2026, and take final action at the May 5, 2026 meeting because the purchase of this vacant property is contingent upon the rezoning. It is my understanding that by Village requirement, all Park District owned property must be zoned C-R. We would like to close on the property as soon as possible.

I appreciate your assistance in facilitating this request. Should you have any questions, feel free to contact us at 847-255-5380 extension 113.

Sincerely,

James Jarog, Executive Director

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE GRANTING A ZONING MAP AMENDMENT FOR  
PROPERTY LOCATED AT  
1326 WEST CENTRAL ROAD, MOUNT PROSPECT, ILLINOIS**

**WHEREAS**, the Mount Prospect Park District (“Petitioner”), is seeking a Zoning Map Amendment from R-A Single-Family Residence District to C-R Conservation Recreation District for property located at 1326 West Central Road (“Subject Property) and legally described as:

THE WEST 50 FEET OF THE EAST 300.24 FEET LYING SOUTH OF A LINE 250 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SECTION 33, TOWNSHIP 42 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, OF LOT H IN KIRCHOFF’S SUBDIVISION IN SAID SECTION 33, ACCORDING TO THE PLAT THEREOF RECORDED MAY 22, 1917, IN BOOK 152 OF PLATS, ON PAGE 15; EXCEPT THEREFROM THAT PART LYING SOUTH OF A LINE 50.00 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SAID SECTION 33, IN COOK COUNTY, ILLINOIS.

PIN: 03-33-415-014-0000; and

**WHEREAS**, the Petitioner seeks a Zoning Map Amendment from R-A Single-Family Residence District to C-R Conservation Recreation District to preserve the Subject Property as open space and allow for potential future opportunities; and

**WHEREAS**, a Public Hearing was held on the request for a Zoning Map Amendment being the subject of PZ-08-26 before the Planning and Zoning Commission of the Village of Mount Prospect on the 23rd day of April 2026, pursuant to proper legal notice having been published in the Daily Herald Newspaper on the 8th day of April 2026; and

**WHEREAS**, the Planning and Zoning Commission has submitted its findings and recommendations to the Mayor and Board of Trustees in support of the request being the subject of PZ-08-26; and

**WHEREAS**, the Mayor and Board of Trustees of the Village of Mount Prospect have given consideration to the request herein and have determined that the request meets the standards of the Village and that the granting of the Zoning Map Amendment from R-A Single-Family Residence District to C-R Conservation Recreation District would be in the best interest of the Village.

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF MOUNT PROSPECT, COOK COUNTY, ILLINOIS ACTING IN THE EXERCISE OF THEIR HOME RULE POWERS:**

**SECTION ONE:** That the recitals set forth hereinabove are incorporated herein as findings of fact by the Mayor and Board of Trustees of the Village of Mount Prospect.

**SECTION TWO:** The Mayor and Board of Trustees of the Village of Mount Prospect do hereby grant a Zoning Map Amendment from R-A Single Family Residence District to C-R Conservation Recreation District at the Subject Property, also known as 1326 West Central Road (PIN: 03-33-415-014-0000), subject to the following condition:

1. The Zoning Map Amendment granted herein shall be expressly conditioned upon the transfer of title of the Subject Property to the Petitioner. If such transfer of title does not occur, the approval shall not take effect and shall be deemed null and void.

**SECTION THREE:** The Village Clerk is hereby authorized and directed to record a certified copy of this Ordinance and Exhibit "A" with the Recorder of Deeds of Cook County.

**SECTION FOUR:** This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form in the manner provided by law.

AYES:

NAYS:

ABSENT:

PASSED and APPROVED this 5th day of May, 2026

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Paul Wm. Hoefert, Mayor

ATTEST:

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Karen M. Agoranos, Village Clerk  
Village Clerk

**EXHIBIT A  
PLAT OF SURVEY**

**PLAT OF SURVEY**

BY  
**JOHN M. HENRIKSEN**

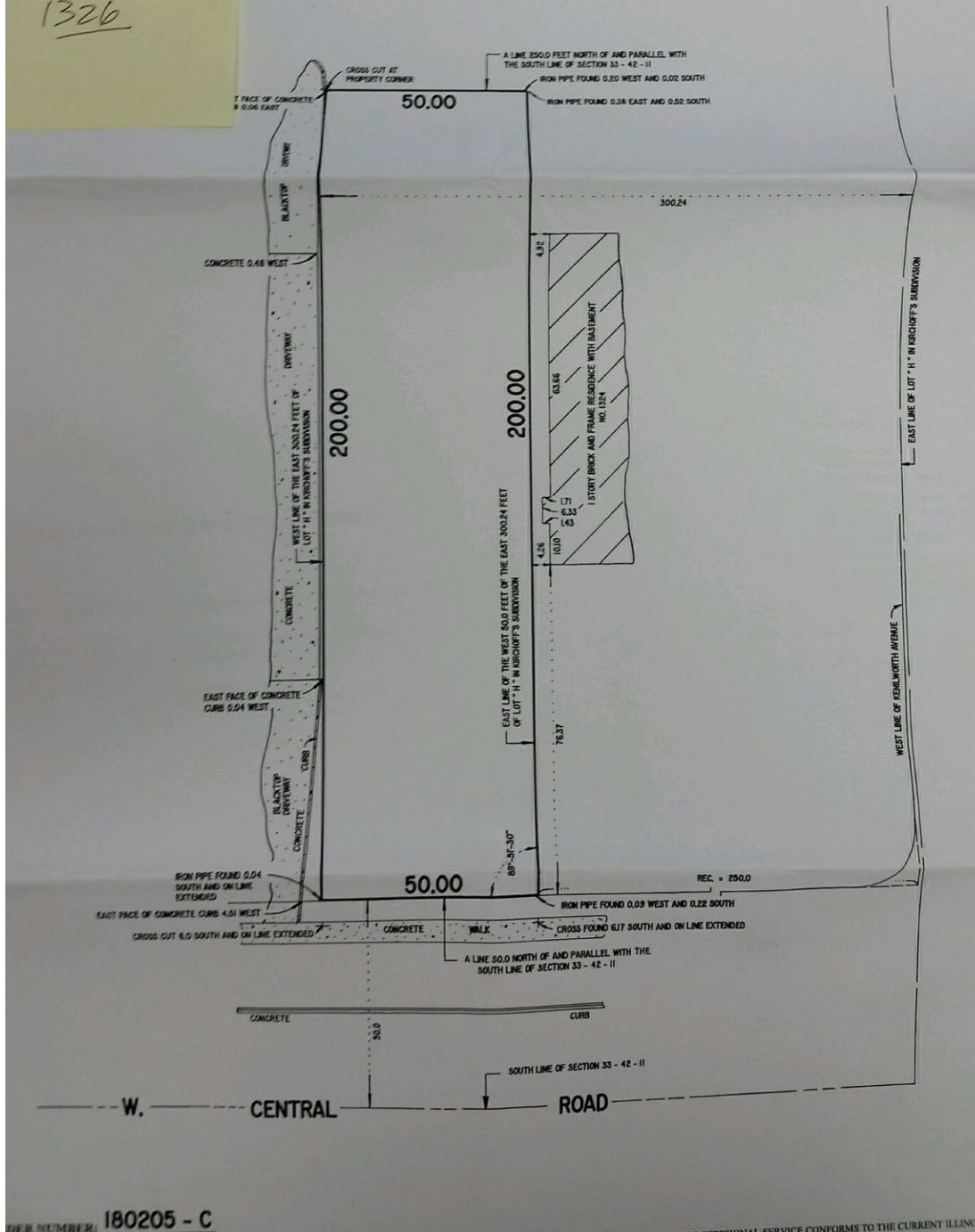
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THE WEST 50.00 FEET OF THE EAST 300.24 FEET LYING SOUTH OF A LINE 250.00 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SECTION 33, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, OF LOT "H" IN KIRCHOFF'S SUBDIVISION IN SAID SECTION 33, ACCORDING TO THE PLAT THEREOF RECORDED MAY 22, 1917, IN BOOK 152 OF PLATS, ON PAGE 15; EXCEPT THEREFROM THAT PART LYING SOUTH OF A LINE 50.00 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SAID SECTION 33; IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 1326 W. CENTRAL ROAD; MOUNT PROSPECT, ILLINOIS 60056

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180205 - C



## Item Cover Page

<b>Subject</b>	<b>Motion to waive the rule requiring two readings and adopt AN ORDINANCE GRANTING A CONDITIONAL USE (DRIVE-THROUGH LANES) FOR THE PROPERTY LOCATED AT 201 EAST EUCLID AVENUE, MOUNT PROSPECT, ILLINOIS (PZ-05-26)</b>
Meeting	May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD
Fiscal Impact (Y/N)	N
Dollar Amount	
Budget Source	
Category	NEW BUSINESS
Type	Action Item

### Information

The Petitioner, Who Brew, LLC, is requesting conditional use approval to re-establish a drive-through associated with a new 7 Brew coffee shop at 201 E. Euclid Avenue. The subject property is zoned B-3 Community Shopping, and the proposal requires Village Board approval for the conditional use. A minor amendment to the Randhurst Village PUD is being evaluated separately and *the request detailed in this report is for the drive-through only*. The proposal meets the requirements and standards related to the Village Code, and staff is supportive of the request.

The Mount Prospect Planning and Zoning Commission heard the case on April 23, 2026. Staff presented the proposal, which would retain the existing 3,694 square foot building (previously a Steak and Shake from 1999 to 2022) and reconfigure the site to accommodate two drive-through lanes wrapping around the building, with the eastern access drive closed for additional stacking capacity. Staff noted that a traffic study found the site could accommodate up to 48 vehicles in queue, exceeding projected peak demand, and that parking, landscaping, drainage, and signage all met code. Commissioners asked questions about traffic flow, landscaping, and operational protocols, which the petitioner addressed. The Commission voted 7-0 to recommend approval to the Village Board, subject to conditions detailed in the staff report.

No public comment regarding this proposal was received at the Planning and Zoning Commission meeting, or prior to the hearing.

## **Discussion**

### **BACKGROUND/PROPERTY HISTORY**

The Subject Property was annexed by the Village in 1958 and first developed as an outlot of Randhurst Mall. The property was then developed as a drive through Steak and Shake in 1999 which operated until 2022. The property has been vacant since.

**Conditional Use History:** When Steak and Shake opened in 1998, the Village Board passed Ordinance No. 4956, granting conditional use approval for a drive through. However, a hearing to re-establish the conditional use is necessary because the property has been vacant for four years and section 14.203.F of the Village Code of Ordinances states: "*The conditional use shall expire if the conditional use shall cease for more than twelve (12) months for any reason.*"

### **PROPOSAL**

The Petitioner proposes to re-open the existing commercial building as a drive through only coffee shop known as "7Brew." The project requires conditional use approval to re-establish and expand the existing drive through from one lane to two.

**Site Plan:** The proposed site plan (Exhibit B) retains the existing 3,694 square foot building on the Subject Property. The property is currently served by three access points: two along Randhurst Village Drive (one to the east, one to the south) and one cross-access connection to the Planet Fitness parking lot to the west. The proposed plan retains the western and southern access points while closing the eastern drive. Under the revised configuration, patrons enter via either remaining access point and proceed to one of the two drive through lanes, which wrap around the the building. 7Brew staff stationed near the drive through entrance will take orders with tablet computers. After patrons drive around to the pickup window, they exit south back to Randhurst Village Drive.

To accommodate the expanded drive through operation, the existing parking lot has been reconfigured. A central landscaped "peninsula" has been introduced to separate the drive through queue lanes from the remaining parking area, replacing what was previously an interior driving aisle. Parking spaces have been consolidated along the southern and eastern portions of the site. The project involves no major alterations to the existing structure or impervious lot coverage, and all building bulk requirements remain conforming under Village code.

**Hours of Operation:** 7Brew proposes to operate seven days a week, from 5:30 AM to 10:00 PM Sunday through Thursday and 5:30 AM to 11:00 PM on Friday and Saturday.

**Traffic:** The petitioner submitted a Traffic Impact Study prepared by Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) dated March 18, 2026. The study examined traffic conditions at key intersections near the site during morning, evening, and Saturday midday peak hours, and evaluated whether the proposed drive through configuration can adequately accommodate expected queuing. The study found that the main signalized intersection at Euclid Avenue and Randhurst Village Drive currently operates well and is expected to continue doing so after 7Brew opens. One notable finding is that the northbound left-turn movement is projected to experience increased delay during weekday evening and Saturday midday peak hours, with queues potentially extending past the Buffalo Wild Wings access drive. The study notes that closing the eastern access drive will add on-site stacking space to help manage this, and that drivers can use the Randhurst Village Drive entrance to access Buffalo Wild Wings if needed. All other nearby intersections are expected to operate with minimal delay, and no roadway

improvements are recommended.

With respect to drive through queuing, KLOA observed a peak queue of 45 vehicles at the Lake Zurich 7Brew location, which the study attributes to 7Brew's novelty in the Chicago market drawing customers from a wider trade area than a typical established location. As more locations open regionally, KLOA projects queues will stabilize at 31 to 34 vehicles. The proposed site accommodates up to 48 vehicles in queue, which the study concludes is sufficient to handle peak demand without impacting surrounding parking areas or access drives. Staff concurs with the methodology and findings of the traffic study.

**Drive Through Stacking:** The code requires a minimum of 10 stacking spaces for the proposed dual lane configuration - 8 for the first window and 2 for the second. The proposed site plan far exceeds this standard, providing stacking capacity for up to 48 vehicles across both lanes.

**Parking:** The Village code requires 12 parking spaces per 1,000 square feet of floor area for restaurant uses (excluding restrooms, corridors and storage areas). Based on the proposed floorplan, there is 950 square feet of applicable floor area, meaning the code requires 11.4 parking spaces on this property. Parking will be reduced from 59 to 26 spaces to accommodate the expanded drive through and queuing area, so the site exceeds the minimum requirement by 14 spaces. As a drive through-only operation with no indoor seating, staff does not anticipate this reduction to present a parking demand issue.

**Building Elevations:** The existing building will be maintained with modification to the elevations to add branding and signage for 7Brew. The motif of the building will be refreshed to reflect 7Brew's branding, which is composed of painted brick.

**Signage:** The attached sign package illustrates the proposed signs for the Subject Property. Signage shall be allowed as presented on the plans dated 03/20/2026 from Pattison ID. The plans includes wall signs and on-site directional signs. All signage will replace signs that previously existed and will be required to meet code. All signs are still subject to a permit review and no relief has been requested.

**Landscaping:** The proposed landscaping meets code and represents an improvement over existing conditions, with the Petitioner maintaining existing planting beds and, in many cases, enhancing them with additional plantings. With the removal of the eastern access drive, additional landscaping was added along the eastern perimeter of the property consistent with other plantings at the center.

**Lighting:** The existing lighting system will be maintained.

**Drainage:** The Village engineering team does not anticipate water management issues on the site and the Metropolitan Water Reclamation District of Greater Chicago (MWRD) determined in a letter dated April 13, 2026 that a Watershed Management Ordinance (WMO) permit will not be required for the proposed project. The determination was based on the proposed development area of approximately 0.12 acre, which falls below the 0.50 acre threshold that triggers a WMO permit requirement. Stormwater detention was previously established for the property under existing MWRD permits and remains in place. Detention requirements may be deferred until development on the property exceeds 0.50 acre.

### **COMPREHENSIVE PLAN DESIGNATION**

The Comprehensive Plan's Future Land Use Map designates the Subject Property as Corridor

Commercial which includes developments on predominantly large sites with stand-alone type commercial uses and auto-oriented commercial uses such as drive through establishments. Key characteristics of the district include providing a mix of uses that serve the needs of residents, encouraging infill and redevelopment opportunities to provide a broader mix of uses. Corridor commercial uses are typically located in high visibility areas along major corridors. The proposed use activates a vacant property with an auto-oriented commercial use that will provide coffee to residents from within and around the Mount Prospect; therefore, the Petitioner's proposal is consistent with the long-range goals of the Comprehensive Plan.

### **CONDITIONAL USE STANDARDS**

The standards for conditional uses are listed in Section 14.203.F.8 of the Village Zoning Ordinance and include seven specific findings that must be made in order to approve a conditional use. The following list is a summary of these findings:

- The conditional use will not have a detrimental impact on the public health, safety, morals, comfort, or general welfare;
- The conditional use will not be injurious to the use, enjoyment, or value of other properties in the vicinity or impede the orderly development of those properties;
- There is adequate provision for utilities, drainage, and design of access and egress to minimize congestion on Village streets; and
- The request is in compliance of the conditional use with the provisions of the Comprehensive Plan, Zoning Code, and other Village Ordinances

The Petitioner's request to re-establish a drive through restaurant meets the standards for a conditional use. The drive through lanes would be re-established from the previous user and expanded from one lane to two as part of the proposed redevelopment of the Subject Property. To minimize potential adverse impacts of large vehicle queues, the eastern access drive along Randhurst Village Drive will be closed, with site access consolidated to the southern and western access points.

It is an auto-oriented commercial use that will provide coffee to residents from within and around Mount Prospect; therefore, the Petitioner's proposal is consistent with the long-range goals of the Comprehensive Plan.

### **Alternatives**

1. To approve a conditional use to allow twodrive-through lanes at the property commonly known as 201 East Euclid Avenue, subject to the conditions outlined in the staff report.
2. Action at the discretion of the Village Board.

### **Staff Recommendation**

Staff and the Planning and Zoning Commission find that the standards for conditional use have been met. Based on these findings, staff and the P&Z Commission recommend that the Village Board make a motion to adopt their's findings as the findings of the Village Board and recommend **approval** of the following motion:

"To approve:

1. A conditional use to allow two drive through lanes at the property commonly known as 201 East Euclid Avenue, subject to the following conditions:
2. The site shall be developed in strict conformance with the following plan sets:
  - a. The "Seven Brew Mount Prospect, IL 02" site development plan set prepared by Toth and Associates, dated April 14, 2026.
  - b. The architectural plans prepared by RDL Architects for Who Brew, LLC, dated 03-19-2026.
  - c. The sign package prepared by Pattison ID, dated 3/20/2026."

### **Attachments**

1. PZ-05-26 Staff Report
2. PZ-05-26 Administrative Content
3. PZ-05-26 Plans - Civil, Arch, Signs, Traffic Study, MWRD Letter
4. PZ-05-26 Request to Waive Second Reading
5. PZ-05-26 (201 E Euclid Ave) Minutes
6. Ord. XXXX An Ordinance Amending Chapter 14 of the Village Code



**STAFF REPORT FROM THE DEPARTMENT OF** Community Development

Jason Shallcross, AICP, CEcD  
Director of Community Development

Charlie Hogan, AICP  
Development Planner

**DATE:** April 17, 2026

**CASE NUMBER**  
PZ-05-26

**APPLICANT/PROPERTY OWNER**  
Who Brew, LLC/RREF III-P Randhurst Village, LLC

**PUBLIC HEARING DATE**  
April 23, 2026

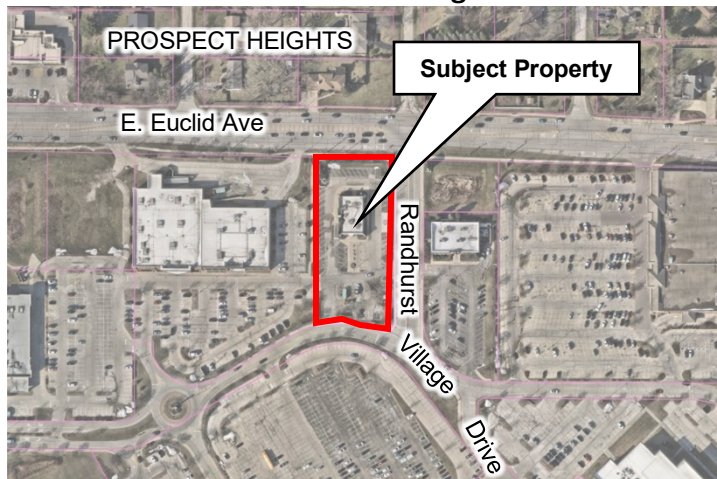
**PROPERTY ADDRESS/LOCATION**  
201 E Euclid Avenue

**BRIEF SUMMARY OF REQUEST**

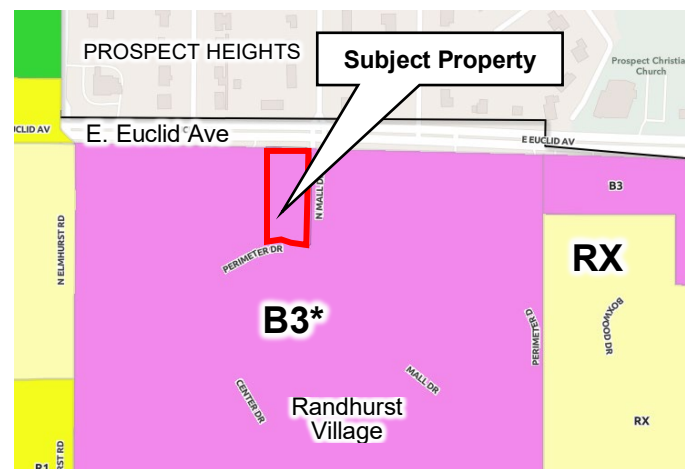
The Petitioner, Who Brew, LLC, is requesting conditional use approval to re-establish a drive through associated with a new coffee shop, and other relief from the Village of Mount Prospect Village Code as may be required for this project. The subject property is commonly known as 201 E Euclid Avenue.

The Village Zoning Code designates the Subject Property as B-3 Community Shopping. The proposal requires Village Board approval for the conditional use. (A minor amendment to the Randhurst Village PUD is being evaluated separately from this conditional use request. The request detailed in this report is for the drive through only.) The proposal meets the requirements and standards related to the Village Code, and staff is supportive of the request.

**2026 Aerial Image**



**2026 Village of Mount Prospect Zoning Map**



EXISTING ZONING	EXISTING LAND USE/ SITE IMPROVEMENTS	SURROUNDING ZONING & LAND USE	SIZE OF PROPERTY
B-3* Community Shopping PUD	Vacant commercial building	North: Single Family Residential (Prospect Heights) East: B-3* Community Shopping PUD (Buffalo Wild Wings and Jewel Osco) South: B-3* Community Shopping (Randhurst Village) West: B-3* Community Shopping PUD (Planet Fitness and Randhurst Village)	1.32 Acres

**STAFF RECOMMENDATION**

APPROVE

**APPROVE WITH CONDITIONS**

DENY

**BACKGROUND/PROPERTY HISTORY**

The Subject Property was annexed by the Village in 1958 and first developed as an outlot of Randhurst Mall. The property was then developed as a drive through Steak and Shake in 1999 which operated until 2022. The property has been vacant since.

**Conditional Use History:** When Steak and Shake opened in 1998, the Village Board passed Ordinance No. 4956, granting conditional use approval for a drive through. However, a hearing to re-establish the conditional use is necessary because the property has been vacant for four years and section 14.203.F of the Village Code of Ordinances states: *“The conditional use shall expire if the conditional use shall cease for more than twelve (12) months for any reason.”*

**PROPOSAL**

The Petitioner proposes to re-open the existing commercial building as a drive through coffee shop known as "7Brew." The project requires conditional use approval to re-establish and expand the existing drive through from one lane to two.

**Site Plan:** The proposed site plan (Exhibit B) retains the existing 3,694 square foot building on the Subject Property. The property is currently served by three access points: two along Randhurst Village Drive (one to the east, one to the south) and one cross-access connection to the Planet Fitness parking lot to the west. The proposed plan retains the western and southern access points while closing the eastern drive. Under the revised configuration, patrons enter via either remaining access point and proceed to one of the two drive through lanes, which wrap around the the building. 7Brew staff stationed near the drive through entrance will take orders with tablet computers. After patrons drive around to the pickup window, they exit south back to Randhurst Village Drive.

To accommodate the expanded drive through operation, the existing parking lot has been reconfigured. A central landscaped “peninsula” has been introduced to separate the drive through queue lanes from the remaining parking area, replacing what was previously an interior driving aisle. Parking spaces have been consolidated along the southern and eastern portions of the site. The project involves no major alterations to the existing structure or impervious lot coverage, and all building bulk requirements remain conforming under Village code.

**Hours of Operation:** 7Brew proposes to operate seven days a week, from 5:30 AM to 10:00 PM Sunday through Thursday and 5:30 AM to 11:00 PM on Friday and Saturday.

**Traffic:** The petitioner submitted a Traffic Impact Study prepared by Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) dated March 18, 2026. The study examined traffic conditions at key intersections near the site during morning, evening, and Saturday midday peak hours, and evaluated whether the proposed drive through configuration can adequately accommodate expected queuing. The study found that the main signalized intersection at Euclid Avenue and Randhurst Village Drive currently operates well and is expected to continue doing so after 7Brew opens. One notable finding is that the northbound left-turn movement is projected to experience increased delay during weekday evening and Saturday midday peak hours, with queues potentially extending past the Buffalo Wild Wings access drive. The study notes that closing the eastern access drive will add on-site stacking space to

help manage this, and that drivers can use the Randhurst Village Drive entrance to access Buffalo Wild Wings if needed. All other nearby intersections are expected to operate with minimal delay, and no roadway improvements are recommended.

With respect to drive through queuing, KLOA observed a peak queue of 45 vehicles at the Lake Zurich 7Brew location, which the study attributes to 7Brew's novelty in the Chicago market drawing customers from a wider trade area than a typical established location. As more locations open regionally, KLOA projects queues will stabilize at 31 to 34 vehicles. The proposed site accommodates up to 48 vehicles in queue, which the study concludes is sufficient to handle peak demand without impacting surrounding parking areas or access drives. Staff concurs with the methodology and findings of the traffic study.

**Drive Through Stacking:** The code requires a minimum of 10 stacking spaces for the proposed dual lane configuration - 8 for the first window and 2 for the second. The proposed site plan far exceeds this standard, providing stacking capacity for up to 48 vehicles across both lanes.

**Parking:** The Village code requires 12 parking spaces per 1,000 square feet of floor area for restaurant uses (excluding restrooms, corridors and storage areas). Based on the proposed floorplan, there is 950 square feet of applicable floor area, meaning the code requires 11.4 parking spaces on this property. Parking will be reduced from 59 to 26 spaces to accommodate the expanded drive through and queuing area, so the site exceeds the minimum requirement by 14 spaces. As a drive through-only operation with no indoor seating, staff does not anticipate this reduction to present a parking demand issue.

**Building Elevations:** The existing building will be maintained with modification to the elevations to add branding and signage for 7Brew. The motif of the building will be refreshed to reflect 7Brew's branding, which is composed of painted brick.

**Signage:** The attached sign package illustrates the proposed signs for the Subject Property. Signage shall be allowed as presented on the plans dated 03/20/2026 from Pattison ID. The plans includes wall signs and on-site directional signs. All signage will replace signs that previously existed and will be required to meet code. All signs are still subject to a permit review and no relief has been requested.

**Landscaping:** The proposed landscaping meets code and represents an improvement over existing conditions, with the Petitioner maintaining existing planting beds and, in many cases, enhancing them with additional plantings. With the removal of the eastern access drive, additional landscaping was added along the eastern perimeter of the property consistent with other plantings at the center.

**Lighting:** The existing lighting system will be maintained.

**Drainage:** The Village engineering team does not anticipate water management issues on the site and the Metropolitan Water Reclamation District of Greater Chicago (MWRD) determined in a letter dated April 13, 2026 that a Watershed Management Ordinance (WMO) permit will not be required for the proposed project. The determination was based on the proposed development area of approximately

0.12 acre, which falls below the 0.50 acre threshold that triggers a WMO permit requirement. Stormwater detention was previously established for the property under existing MWRD permits and remains in place. Detention requirements may be deferred until development on the property exceeds 0.50 acre.

### **COMPREHENSIVE PLAN DESIGNATION**

The Comprehensive Plan's Future Land Use Map designates the Subject Property as Corridor Commercial which includes developments on predominantly large sites with stand-alone type commercial uses and auto-oriented commercial uses such as drive through establishments. Key characteristics of the district include providing a mix of uses that serve the needs of residents, encouraging infill and redevelopment opportunities to provide a broader mix of uses. Corridor commercial uses are typically located in high visibility areas along major corridors. The proposed use activates a vacant property with an auto-oriented commercial use that will provide coffee to residents from within and around the Mount Prospect; therefore, the Petitioner's proposal is consistent with the long-range goals of the Comprehensive Plan.

### **CONDITIONAL USE STANDARDS**

The standards for conditional uses are listed in Section 14.203.F.8 of the Village Zoning Ordinance and include seven specific findings that must be made in order to approve a conditional use. The following list is a summary of these findings:

- The conditional use will not have a detrimental impact on the public health, safety, morals, comfort, or general welfare;
- The conditional use will not be injurious to the use, enjoyment, or value of other properties in the vicinity or impede the orderly development of those properties;
- There is adequate provision for utilities, drainage, and design of access and egress to minimize congestion on Village streets; and
- The request is in compliance of the conditional use with the provisions of the Comprehensive Plan, Zoning Code, and other Village Ordinances

The Petitioner's request to re-establish a drive through restaurant meets the standards for a conditional use. The drive through lanes would be re-established from the previous user and expanded from one lane to two as part of the proposed redevelopment of the Subject Property. To minimize potential adverse impacts of large vehicle queues, the eastern access drive along Randhurst Village Drive will be closed, with site access consolidated to the southern and western access points.

It is an auto-oriented commercial use that will provide coffee to residents from within and around Mount Prospect; therefore, the Petitioner's proposal is consistent with the long-range goals of the Comprehensive Plan.

## STAFF RECOMMENDATION

Staff finds that the standards for conditional use have been met. Based on these findings, staff recommends that the Planning and Zoning Commission make a motion to adopt staff's findings as the findings of the Planning and Zoning Commission and recommend **approval** of the following motion:

"To approve:

1. A conditional use to allow four drive through lanes at the property commonly known as 201 East Euclid Avenue, subject to the following conditions:
  - a. The site shall be developed in strict conformance with the following plan sets:
    - I. The "Seven Brew Mount Prospect, IL 02" site development plan set prepared by Toth and Associates, dated April 14, 2026.
    - II. The architectural plans prepared by RDL Architects for Who Brew, LLC, dated 03-19-2026.
    - III. The sign package prepared by Pattison ID, dated 3/20/2026.

The Village Board's decision is final for this case.

ATTACHMENTS:

**ADMINISTRATIVE CONTENT**  
(Zoning Request Application, Responses to Standards, etc...)

**PLANS**  
(Plat of Survey, Site Plan, etc.)

**OTHER**  
(Supplemental Information, Public Comments Received, etc...)

I concur:



Jason Shallcross, AICP, CEcD  
Director of Community Development

**Exhibit A**  
**Standards and Findings of Fact**

**CONDITIONAL USE STANDARDS**

Section 14.203.F.8 of the Village of Mount Prospect Zoning Ordinance provides that a Conditional Use shall conform to the following requirements:

1. That the establishment, maintenance, or operation of the conditional use will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare;
2. That the conditional use will not be injurious to the uses and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood in which it is to be located;
3. That the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district;
4. That adequate public utilities, access roads, drainage and/or necessary facilities have been or will be provided;
5. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets;
6. That the proposed conditional use is not contrary to the objectives of the current comprehensive plan for the village; and
7. That the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified pursuant to the recommendations of the planning and zoning commission.

**Petitioner's Findings:** The Petitioner has provided that the establishment, maintenance, or operation of the conditional use will not be detrimental to, or endanger, the public health, safety, morals, comfort, or general welfare. They state that the addition of a coffee drive through will be a positive addition to the community and that the proposed use is compatible with the existing commercial character of the area. The Petitioner has stated that improvements will be made in compliance with Village standards and will not affect the use, enjoyment, or value of other properties in the vicinity. They have further indicated that adequate public utilities, access roads, drainage, and other necessary facilities have been or will be provided, and that the site will remain accessible via the internal access system serving Randhurst Village. Any increases in traffic congestion are anticipated to be manageable under the submitted development plans. Lastly, the Petitioner states that the drive through configuration complies with all applicable zoning regulations and is consistent with the objectives of the Village's Comprehensive Plan.

**Staff's Findings:** Staff has reviewed the Petitioner's request for conditional use approval and finds that the standards have been met. The proposed drive through coffee shop will not endanger public health, safety, morals, comfort, or general welfare. The redevelopment of a vacant commercial building with an active restaurant use is consistent with the Village's long-range planning goals for the Randhurst Village area. Based on the information submitted and the proposed development's compliance with the Village's zoning ordinance and long-range planning documents, staff recommends approval of the conditional use request.





## PERMIT PROJECT

FILE #: 26-000775

201 E EUCLID AVE MOUNT PROSPECT IL 60056

THIS ADDRESS HAS AN OPEN FILE WITH AN EXPIRED PERMIT ON IT, FEE OUTSTANDING ON PARCEL - CALL BUILDING TO SEE IF IT SHOULD HOLD UP THE TRANSFER

PZ-05-26: CONDITIONAL USE FOR A DRIVE-THROUGH COFFEE SHOP (7 BREW COFFEE) AND MINOR PUD AMENDMENT



### PERMIT #: PZZ26-000004

Permit Type

Zoning Request Application

Subtype

Zoning Request



Work Description:

PZ-05-26: Conditional Use for a Drive-Through Coffee Shop (7 Brew Coffee) and Minor PUD Amendment

Applicant

Toth and Associates - Janis Wren



Status

Under Review



Valuation

0.00



### FEES & PAYMENTS

Plan Check Fees

500.00

Permit Fees

0.00

Total Amount

500.00

Amount Paid

500.00

Balance Due

0.00



Non-Billable



### PERMIT DATES

Application Date

02/19/2026

Approval Date

Issue Date:

Expiration Date:

Close Date

Last Inspection

**NOTE**

**STOP! Have you had a Preliminary Meeting the the Planning Department? If Yes, continue, else, please call 847-818-5328 to schedule.**

**Summary of Proposal**

The subject property, 201 E. Euclid Ave, is zoned B-3 Shopping District under the Village of Mount Prospect Zoning Code and is currently developed as an existing fast-food restaurant. The proposed project is a drive-through coffee shop within the existing structure, including interior tenant improvements, exterior façade

**CLICK HERE for Conditional Uses, Variations, Zoning Map and Text Amendments**

**Submission Requirements**

**Proof of Ownership**

Randhurst - Quit Claim Deed.PDF



**Please upload the Property Owner's Signature by downloading this attachment HERE**

Property Owner Signature.pdf



**For Owner Affidavit CLICK HERE**

**Affidavit of Ownership (Notarized)**

Affidavit of Ownership.pdf



**Paid Receipt of the most recent tax bill**

CookCountyPropertyTax Balance\_2024\_parcel 03-27-409-004-0000.pdf



**Responses to applicable standards**

14.203(F)(8) Responses to Applicable Standards.pdf

14.504 Responses to Applicable Standards.pdf

7 Brew Mt. Prospect, IL (IEuclid) - Response Letter.pdf



**Plans**

7 Brew Mt. Prospect, IL (IEuclid) - Civil Plans.pdf

RL-10996-S1\_Full.pdf

25046C Mt Prospect IL - Demo & Proposed Plan and Elevations\_2026.02.06.pdf

0427619A SEVEN BREW COFFEE Mount Prospect IL.pdf



**Legal Description**

Legal Description.pdf



Document indicating intent to buy or lease

Legal Notice

Address Labels

Buffer Map

Other

PD 2026 01 26 B. Thomas, WMO-Mount Prospect.pdf

25-319 - 7-Brew - Mt Prospect Traffic Study 02-05-2026 dmf Ira.pdf

**ORDINANCE OR RESOLUTION**

Ordinance or Resolution

Approval Ordinance or Resolution #

Approval Date

**ZONING REQUEST(S) (Check all that apply)**

Conditional Use

Number of Conditional Uses  
1

For  
Drive-Through

Type of Conditional Use  
Other properties greater than 1 acre and less than 5 acres

Variation(s)

Zoning Map Amendment

Zoning Text Amendment

Other


I hereby affirm that all information provided herein and in all materials submitted in association with this application are true and accurate to the best of my knowledge.

Signature  
signature.png

FEES						
FEE	DESCR	QUANTITY	AMOUNT	TOTAL		
Conditional Use greater than 1 and less than 5 acres fee				500.00		
<b>Plan Check Fees</b>				<b>500.00</b>		

<b>Permit Fees</b>	<b>0.00</b>	
<b>Total Fees</b>	<b>500.00</b>	

 **PAYMENTS**

DATE	TYPE	REFERENCE	NOTE	RECEIPT #	RECEIVED FROM	AMOUNT	
02/20/2026	Credi	814734319	PZZ2	59649	Toth and ,	500.00	
<b>Amount Paid</b>						<b>500.00</b>	
<b>Balance Due</b>						<b>0.00</b>	



Village of Mount Prospect  
 Community Development Department  
 50 S. Emerson Street  
 Mount Prospect, Illinois 60056  
 Phone: (847) 818-5328

**Affidavit of Ownership**

---

COUNTY OF Westchester )  
 STATE OF NEW YORK )

I, Jonathan Wigger, under oath, state that I am  
 (print name)

- the sole owner of the property
- an owner of the property
- an authorized officer for the owner of the property

commonly described as 201 Euclid Avenue, Mount Prospect, Illinois 60056  
 (property address and PIN) Tax Parcel No. 03-27-409-004-000

---

and that such property is owned by RREF III-P Randhurst Village, LLC, a Delaware limited liability company, as of this date.

By: [Signature]  
 Name: Jonathan Wigger  
 Title: Vice President and Secretary

Subscribed and sworn to before  
 me this 17<sup>th</sup> day of  
February, 2026.

Lindsay Eve Spallone  
 Notary Public

**LINDSAY EVE SPALLONE**  
 NOTARY PUBLIC, STATE OF NEW YORK  
 NO. 01SP0024661  
 QUALIFIED IN WESTCHESTER COUNTY  
 MY COMMISSION EXPIRES MAY 14, 2028



\*2000240019D\*

Doc# 2000240019 Fee \$77.00

This document prepared by  
and after recording return to:

RHSP FEE:\$9.00 RPRF FEE: \$1.00

EDWARD M. MOODY

COOK COUNTY RECORDER OF DEEDS

DATE: 01/02/2020 04:06 PM PG: 1 OF 14

Arent Fox LLP  
1717 K Street, NW  
Washington, DC 20006-5344  
Attn: Thomas R. Castiello

*CCHE 1905587LD 30F7*

**QUIT CLAIM DEED**

**THIS QUIT CLAIM DEED** is made this 30 of December, 2019 by REDUS EL, LLC, a Delaware limited liability company, having an address of c/o Wells Fargo Bank, N.A., 1 Independent Drive, 8th Floor, Suite 810, Jacksonville, FL 32202, MAC Z3094-083 ("Grantor"), for and in consideration of Ten and No/100ths Dollars (\$10.00) and other good and valuable consideration in hand paid, by these presents does CONVEY and QUIT CLAIM to RREF III-P RANDHURST VILLAGE, LLC, a Delaware limited liability company, having an address of c/o DLC Management Corp., 565 Taxter Road, Suite 400, Elmsford, NY 10523 ("Grantee"), forever, all of Grantor's right, title and interest in and to the following described real estate situated in Cook County, in the State of Illinois, to wit:

See Exhibit A attached hereto and made a part hereof.

Common Street Address: 999 N. Elmhurst Road, Mount Prospect, Illinois 60056

Property Index Numbers: See Exhibit A attached hereto and made a part hereof.

Together with all of Grantor's right, title and interest in and to all and singular hereditaments and appurtenances belonging thereto, or in any way appertaining, and the reversion or reversions, remainder or remainders, rents, issues and profits thereof, and all the estate, right, title, interest, claim or demand whatsoever, of Grantor, either at law or in equity of, in and to the above-described premises, with the hereditaments and appurtenances:

*[SIGNATURE ON FOLLOWING PAGE]*

REAL ESTATE TRANSFER TAX

02-Jan-2020



COUNTY: 29,500.00  
ILLINOIS: 59,000.00  
TOTAL: 88,500.00

03-27-401-040-0000 | 20191201676135 | 2-135-792-992



S N  
P 14  
S -  
M -  
SC Y  
E -  
INT JA



# California All-Purpose Certificate of Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of San Francisco

} s.s.

On Dec 16, 2019 before me, Dawn Marie Beck, Notary Public,  
Name of Notary Public, Title

personally appeared Donna Cummings  
Name of Signer (1)

Name of Signer (2)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.



WITNESS my hand and official seal.  
Dawn Marie Beck  
Signature of Notary Public

Seal

**OPTIONAL INFORMATION**

*Although the information in this section is not required by law, it could prevent fraudulent removal and reattachment of this acknowledgment to an unauthorized document and may prove useful to persons relying on the attached document.*

**Description of Attached Document**

The preceding Certificate of Acknowledgment is attached to a document titled/for the purpose of Quit Claim  
Need  
 containing \_\_\_\_\_ pages, and dated \_\_\_\_\_

The signer(s) capacity or authority is/are as:  
 Individual(s)  
 Attorney-in-fact  
 Corporate Officer(s) \_\_\_\_\_  
Title(s)  
 Guardian/Conservator  
 Partner - Limited/General  
 Trustee(s)  
 Other: \_\_\_\_\_  
 representing: \_\_\_\_\_  
Name(s) of Person(s) Entity(ies) Signer is Representing

Additional Information	
<b>Method of Signer Identification</b>	
Proved to me on the basis of satisfactory evidence:	
<input type="checkbox"/> form(s) of identification	<input type="checkbox"/> credible witness(es)
Notarial event is detailed in notary journal on:	
Page # _____	Entry # _____
Notary contact: _____	
Other	
<input type="checkbox"/> Additional Signer	<input type="checkbox"/> Signer(s) Thumbprints(s)
<input type="checkbox"/>	_____

**EXHIBIT "A"**

**Legal Description**

**PARCEL 1:**

LOTS 1, 2 AND 3 (EXCEPTING FROM SAID LOT ONE THAT PART TAKEN BY DEPARTMENT OF TRANSPORTATION STATE OF ILLINOIS IN CASE NO. 87L51078 AND ALSO EXCEPTING FROM SAID LOT ONE THAT PART CONVEYED TO THE PEOPLE OF THE STATE OF ILLINOIS, DEPARTMENT OF TRANSPORTATION PURSUANT TO THAT CERTAIN QUIT CLAIM DEED RECORDED SEPTEMBER 29, 1995 AS DOCUMENT NO. 95664230) IN RANDHURST CENTER RESUBDIVISION - NO. 1, BEING A RESUBDIVISION OF LOT ONE IN RANDHURST CENTER, BEING A SUBDIVISION OF PART OF THE SOUTHEAST 1/4 OF SECTION 27, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS, ACCORDING TO THE PLAT OF SAID RANDHURST CENTER RESUBDIVISION - NO. 1 RECORDED JULY 24, 1987 IN THE OFFICE OF THE RECORDER OF DEEDS OF COOK COUNTY, ILLINOIS AS DOCUMENT NO. 87408581 AND REGISTERED IN THE OFFICE OF THE REGISTRAR OF TITLES OF SAID COUNTY AS DOCUMENT NO. LR3637429.

**PARCEL 2:**

NORTH 70 FEET OF THE WEST 70 FEET OF THE SOUTH 120 FEET OF THE EAST 1/2 OF THE SOUTHEAST 1/4 OF SECTION 27, TOWNSHIP 42 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

LESS AND EXCEPT FROM PARCELS 1 AND 2 THE FOLLOWING PARCELS OF LAND:

PARCEL 29(\*\*): THAT PART OF LOT 1 IN RANDHURST CENTER RESUBDIVISION- NO. 1, BEING A RESUBDIVISION OF LOT ONE IN RANDHURST CENTER, BEING A SUBDIVISION OF PART OF THE SOUTHEAST 1/4 OF SECTION 27, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID RANDHURST CENTER RESUBDIVISION - NO. 1 RECORDED JULY 24, 1987 IN THE OFFICE OF THE RECORDER OF DEEDS OF COOK COUNTY, ILLINOIS AS DOCUMENT NO. 87408581 LYING BELOW AN ELEVATION OF 670.55 (NAVD 88 DATUM) MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE MOST WESTERLY SOUTHWEST CORNER OF ORIGINAL LOT 1 AFORESAID; THENCE NORTH 00 DEGREES 00 MINUTES 00 SECONDS EAST, ALONG THE WESTERLY LINE OF SAID LOT 1, A DISTANCE OF 360.59 FEET; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST, A DISTANCE OF 188.76 FEET; THENCE NORTH 04 DEGREES 04 MINUTES 56 SECONDS WEST, A DISTANCE OF 39.92 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTHERLY AND NORTHEASTERLY, 22.66 FEET ALONG AN ARC TO THE RIGHT, HAVING A RADIUS OF 19.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 29

DEGREES 12 MINUTES 18 SECONDS EAST AND A LENGTH OF 21.40 FEET TO A POINT OF REVERSE CURVE; THENCE NORTHEASTERLY, 30.22 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 325.11 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 59 DEGREES 49 MINUTES 45 SECONDS EAST AND A LENGTH OF 30.21 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTH 56 DEGREES 27 MINUTES 15 SECONDS EAST, A DISTANCE OF 42.41 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTHEASTERLY, 37.52 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 294.91 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 43 DEGREES 06 MINUTES 11 SECONDS EAST AND A LENGTH OF 37.50 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTH 34 DEGREES 51 MINUTES 03 SECONDS EAST, A DISTANCE OF 72.03 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTHEASTERLY, 154.45 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 422.95 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 15 DEGREES 01 MINUTES 34 SECONDS EAST AND A LENGTH OF 153.59 FEET TO A POINT OF REVERSE CURVE; THENCE NORTHERLY AND NORTHEASTERLY, 33.81 FEET ALONG AN ARC TO THE RIGHT, HAVING A RADIUS OF 26.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 41 DEGREES 06 MINUTES 54 SECONDS EAST AND A LENGTH OF 31.56 FEET TO A POINT OF TANGENCY; THENCE NORTH 77 DEGREES 39 MINUTES 56 SECONDS EAST, A DISTANCE OF 352.49 FEET TO A POINT OF CURVE; THENCE EASTERLY AND SOUTHEASTERLY, 12.40 FEET ALONG AN ARC TO THE RIGHT, HAVING A RADIUS OF 11.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF SOUTH 71 DEGREES 26 MINUTES 54 SECONDS EAST AND A LENGTH OF 11.81 FEET TO A POINT OF REVERSE CURVE; THENCE SOUTHEASTERLY, 20.84 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 61.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF SOUTH 50 DEGREES 16 MINUTES 17 SECONDS EAST AND A LENGTH OF 20.74 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE SOUTH 59 DEGREES 58 MINUTES 01 SECONDS EAST, A DISTANCE OF 51.51 FEET TO A POINT OF CURVE; THENCE SOUTHEASTERLY, 49.87 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 67.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF SOUTH 81 DEGREES 07 MINUTES 54 SECONDS EAST AND A LENGTH OF 48.74 FEET TO A POINT OF TANGENCY; THENCE NORTH 77 DEGREES 42 MINUTES 13 SECONDS EAST, A DISTANCE OF 77.05 FEET; THENCE NORTH 29 DEGREES 58 MINUTES 39 SECONDS EAST, A DISTANCE OF 0.58 FEET; THENCE SOUTH 60 DEGREES 01 MINUTES 21 SECONDS EAST, A DISTANCE OF 28.46 FEET; THENCE NORTH 29 DEGREES 58 MINUTES 39 SECONDS EAST, A DISTANCE OF 1.94 FEET TO THE POINT OF BEGINNING OF THE TRACT HEREIN DESCRIBED; THENCE NORTH 29 DEGREES 58 MINUTES 39 SECONDS EAST, A DISTANCE OF 298.50 FEET; THENCE SOUTH 60 DEGREES 01 MINUTES 21 SECONDS EAST, A DISTANCE OF 26.50 FEET; THENCE NORTH 29 DEGREES 58 MINUTES 39 SECONDS EAST, A DISTANCE OF 161.50 FEET; THENCE NORTH 60 DEGREES 01 MINUTES 21 SECONDS WEST, A DISTANCE OF 165.50 FEET; THENCE SOUTH 29 DEGREES 58 MINUTES 39 SECONDS WEST, A DISTANCE OF 460.00 FEET; THENCE SOUTH 60 DEGREES 01 MINUTES 21 SECONDS EAST, A DISTANCE OF 139.00 FEET TO THE POINT OF BEGINNING, CONTAINING 1.566 ACRES, MORE OR LESS.

PARCEL 30(\*\*): THAT PART OF LOT 1 IN RANDHURST CENTER RESUBDIVISION - NO. 1, BEING A RESUBDIVISION OF LOT ONE IN RANDHURST CENTER, BEING A SUBDIVISION OF PART OF THE SOUTHEAST 1/4 OF SECTION 27, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID RANDHURST CENTER RESUBDIVISION- NO. 1 RECORDED JULY 24, 1987 IN THE OFFICE OF THE RECORDER OF DEEDS OF COOK COUNTY, ILLINOIS AS DOCUMENT NO. 87408581 LYING ABOVE AN ELEVATION OF 670.55 AND BELOW AN ELEVATION OF 691.55 (NAVD 88 DATUM) MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE MOST WESTERLY SOUTHWEST CORNER OF ORIGINAL LOT 1 AFORESAID; THENCE NORTH 00 DEGREES 00 MINUTES 00 SECONDS EAST, ALONG THE WESTERLY LINE OF SAID LOT 1, A DISTANCE OF 360.59 FEET; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST, A DISTANCE OF 188.76 FEET; THENCE NORTH 04 DEGREES 04 MINUTES 56 SECONDS WEST, A DISTANCE OF 39.92 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTHERLY AND NORTHEASTERLY, 22.66 FEET ALONG AN ARC TO THE RIGHT, HAVING A RADIUS OF 19.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 29 DEGREES 12 MINUTES 18 SECONDS EAST AND A LENGTH OF 21.40 FEET TO A POINT OF REVERSE CURVE; THENCE NORTHEASTERLY, 30.22 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 325.11 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 59 DEGREES 49 MINUTES 45 SECONDS EAST AND A LENGTH OF 30.21 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTH 56 DEGREES 27 MINUTES 15 SECONDS EAST, A DISTANCE OF 42.41 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTHEASTERLY, 37.52 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 294.91 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 43 DEGREES 06 MINUTES 11 SECONDS EAST AND A LENGTH OF 37.50 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTH 34 DEGREES 51 MINUTES 03 SECONDS EAST, A DISTANCE OF 72.03 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTHEASTERLY, 154.45 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 422.95 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 15 DEGREES 01 MINUTES 34 SECONDS EAST AND A LENGTH OF 153.59 FEET TO A POINT OF REVERSE CURVE; THENCE NORTHERLY AND NORTHEASTERLY, 33.81 FEET ALONG AN ARC TO THE RIGHT, HAVING A RADIUS OF 26.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 41 DEGREES 06 MINUTES 54 SECONDS EAST AND A LENGTH OF 31.56 FEET TO A POINT OF TANGENCY; THENCE NORTH 77 DEGREES 39 MINUTES 56 SECONDS EAST, A DISTANCE OF 352.49 FEET TO A POINT OF CURVE; THENCE EASTERLY AND SOUTHEASTERLY, 12.40 FEET ALONG AN ARC TO THE RIGHT, HAVING A RADIUS OF 11.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF SOUTH 71 DEGREES 26 MINUTES 54 SECONDS EAST AND A LENGTH OF 11.81 FEET TO A POINT OF REVERSE CURVE; THENCE SOUTHEASTERLY, 20.84 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 61.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF SOUTH 50 DEGREES 16 MINUTES 17 SECONDS

EAST AND A LENGTH OF 20.74 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE SOUTH 59 DEGREES 58 MINUTES 01 SECONDS EAST, A DISTANCE OF 51.51 FEET TO A POINT OF CURVE; THENCE SOUTHEASTERLY, 49.87 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 67.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF SOUTH 81 DEGREES 07 MINUTES 54 SECONDS EAST AND A LENGTH OF 48.74 FEET TO A POINT OF TANGENCY; THENCE NORTH 77 DEGREES 42 MINUTES 13 SECONDS EAST, A DISTANCE OF 77.05 FEET; THENCE NORTH 29 DEGREES 58 MINUTES 39 SECONDS EAST, A DISTANCE OF 0.58 FEET; THENCE SOUTH 60 DEGREES 01 MINUTES 21 SECONDS EAST, A DISTANCE OF 28.46 FEET; THENCE NORTH 29 DEGREES 58 MINUTES 39 SECONDS EAST, A DISTANCE OF 300.44 FEET; THENCE SOUTH 29 DEGREES 58 MINUTES 39 SECONDS WEST, A DISTANCE OF 52.47 FEET; THENCE NORTH 60 DEGREES 14 MINUTES 59 SECONDS WEST, A DISTANCE OF 18.67 FEET; THENCE SOUTH 29 DEGREES 45 MINUTES 01 SECONDS WEST, A DISTANCE OF 100.84 FEET TO THE POINT OF BEGINNING OF THE TRACT HEREIN DESCRIBED; THENCE NORTH 59 DEGREES 52 MINUTES 46 SECONDS WEST, A DISTANCE OF 104.42 FEET; THENCE SOUTH 29 DEGREES 45 MINUTES 01 SECONDS WEST, A DISTANCE OF 34.56 FEET; THENCE SOUTH 74 DEGREES 45 MINUTES 01 SECONDS WEST, A DISTANCE OF 23.35 FEET TO A POINT ON THE NORTHWESTERLY LINE OF PARCEL 29 AS DEPICTED ON THIS TAX DIVISION PLAT; THENCE SOUTH 29 DEGREES 58 MINUTES 39 SECONDS WEST, ALONG SAID NORTHWESTERLY LINE OF PARCEL 29, A DISTANCE OF 9.45 FEET; THENCE SOUTH 15 DEGREES 14 MINUTES 59 SECONDS EAST, A DISTANCE OF 82.59 FEET; THENCE NORTH 74 DEGREES 45 MINUTES 01 SECONDS EAST, A DISTANCE OF 67.03 FEET; THENCE NORTH 29 DEGREES 45 MINUTES 01 SECONDS EAST, A DISTANCE OF 53.93 FEET; THENCE SOUTH 60 DEGREES 14 MINUTES 59 SECONDS EAST, A DISTANCE OF 15.17 FEET; THENCE NORTH 29 DEGREES 45 MINUTES 01 SECONDS EAST, A DISTANCE OF 16.92 FEET TO THE POINT OF BEGINNING, CONTAINING 0.213 ACRES, MORE OR LESS.

PARCEL 31(\*\*): THAT PART OF LOT 1 IN RANDHURST CENTER RESUBDIVISION-NO. 1, BEING A RESUBDIVISION OF LOT ONE IN RANDHURST CENTER, BEING A SUBDIVISION OF PART OF THE SOUTHEAST 1/4 OF SECTION 27, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID RANDHURST CENTER RESUBDIVISION - NO. 1 RECORDED JULY 24, 1987 IN THE OFFICE OF THE RECORDER OF DEEDS OF COOK COUNTY, ILLINOIS AS DOCUMENT NO. 87408581 LYING ABOVE AN ELEVATION OF 691.55 AND BELOW AN ELEVATION OF 726.55 (NAVD 88 DATUM) MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE MOST WESTERLY SOUTHWEST CORNER OF ORIGINAL LOT 1 AFORESAID; THENCE NORTH 00 DEGREES 00 MINUTES 00 SECONDS EAST, ALONG THE WESTERLY LINE OF SAID LOT 1, A DISTANCE OF 360.59 FEET; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST, A DISTANCE OF 188.76 FEET; THENCE NORTH 04 DEGREES 04 MINUTES 56 SECONDS WEST, A DISTANCE OF 39.92 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTHERLY AND NORTHEASTERLY, 22.66 FEET ALONG AN ARC TO THE RIGHT, HAVING A RADIUS

OF 19.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 29 DEGREES 12 MINUTES 18 SECONDS EAST AND A LENGTH OF 21.40 FEET TO A POINT OF REVERSE CURVE; THENCE NORTHEASTERLY, 30.22 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 325.11 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 59 DEGREES 49 MINUTES 45 SECONDS EAST AND A LENGTH OF 30.21 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTH 56 DEGREES 27 MINUTES 15 SECONDS EAST, A DISTANCE OF 42.41 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTHEASTERLY, 37.52 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 294.91 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 43 DEGREES 06 MINUTES 11 SECONDS EAST AND A LENGTH OF 37.50 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTH 34 DEGREES 51 MINUTES 03 SECONDS EAST, A DISTANCE OF 72.03 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTHEASTERLY, 154.45 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 422.95 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 15 DEGREES 01 MINUTES 34 SECONDS EAST AND A LENGTH OF 153.59 FEET TO A POINT OF REVERSE CURVE; THENCE NORTHERLY AND NORTHEASTERLY, 33.81 FEET ALONG AN ARC TO THE RIGHT, HAVING A RADIUS OF 26.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 41 DEGREES 06 MINUTES 54 SECONDS EAST AND A LENGTH OF 31.56 FEET TO A POINT OF TANGENCY; THENCE NORTH 77 DEGREES 39 MINUTES 56 SECONDS EAST, A DISTANCE OF 352.49 FEET TO A POINT OF CURVE; THENCE EASTERLY AND SOUTHEASTERLY, 12.40 FEET ALONG AN ARC TO THE RIGHT, HAVING A RADIUS OF 11.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF SOUTH 71 DEGREES 26 MINUTES 54 SECONDS EAST AND A LENGTH OF 11.81 FEET TO A POINT OF REVERSE CURVE; THENCE SOUTHEASTERLY, 20.84 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 61.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF SOUTH 50 DEGREES 16 MINUTES 17 SECONDS EAST AND A LENGTH OF 20.74 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE SOUTH 59 DEGREES 58 MINUTES 01 SECONDS EAST, A DISTANCE OF 51.51 FEET TO A POINT OF CURVE; THENCE SOUTHEASTERLY, 49.87 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 67.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF SOUTH 81 DEGREES 07 MINUTES 54 SECONDS EAST AND A LENGTH OF 48.74 FEET TO A POINT OF TANGENCY; THENCE NORTH 77 DEGREES 42 MINUTES 13 SECONDS EAST, A DISTANCE OF 77.05 FEET; THENCE NORTH 29 DEGREES 58 MINUTES 39 SECONDS EAST, A DISTANCE OF 0.58 FEET; THENCE SOUTH 60 DEGREES 01 MINUTES 21 SECONDS EAST, A DISTANCE OF 28.46 FEET; THENCE NORTH 29 DEGREES 58 MINUTES 39 SECONDS EAST, A DISTANCE OF 134.03 FEET; THENCE NORTH 60 DEGREES 01 MINUTES 21 SECONDS WEST, A DISTANCE OF 65.45 FEET TO THE POINT OF BEGINNING OF THE TRACT HEREIN DESCRIBED; THENCE SOUTH 15 DEGREES 14 MINUTES 59 SECONDS EAST, A DISTANCE OF 50.33 FEET; THENCE SOUTH 29 DEGREES 45 MINUTES 01 SECONDS WEST, A DISTANCE OF 26.43 FEET; THENCE SOUTH 74 DEGREES 45 MINUTES 01 SECONDS WEST, A DISTANCE OF 51.65 FEET; THENCE NORTH 15 DEGREES 14 MINUTES 59 SECONDS WEST, A DISTANCE OF 88.52 FEET; THENCE NORTH 29 DEGREES 45 MINUTES 01 SECONDS EAST, A DISTANCE OF 244.70 FEET; THENCE

NORTH 44 DEGREES 45 MINUTES 01 SECONDS EAST, A DISTANCE OF 81.50 FEET; THENCE SOUTH 45 DEGREES 14 MINUTES 59 SECONDS EAST, A DISTANCE OF 69.44 FEET; THENCE SOUTH 44 DEGREES 45 MINUTES 01 SECONDS WEST, A DISTANCE OF 66.77 FEET; THENCE SOUTH 29 DEGREES 45 MINUTES 01 SECONDS WEST, A DISTANCE OF 122.87 FEET; THENCE NORTH 60 DEGREES 14 MINUTES 59 SECONDS WEST, A DISTANCE OF 7.36 FEET; THENCE SOUTH 29 DEGREES 45 MINUTES 01 SECONDS WEST, A DISTANCE OF 82.13 FEET TO THE POINT OF BEGINNING, CONTAINING 0.590 ACRES, MORE OR LESS.

PARCEL 32(\*\*): THAT PART OF LOT 1 IN RANDHURST CENTER RESUBDIVISION- NO. 1, BEING A RESUBDIVISION OF LOT ONE IN RANDHURST CENTER, BEING A SUBDIVISION OF PART OF THE SOUTHEAST 1/4 OF SECTION 27, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID RANDHURST CENTER RESUBDIVISION - NO. 1 RECORDED JULY 24, 1987 IN THE OFFICE OF THE RECORDER OF DEEDS OF COOK COUNTY, ILLINOIS AS DOCUMENT NO. 87408581 LYING ABOVE AN ELEVATION OF 726.55 AND BELOW AN ELEVATION OF 744.55 (NAVD 88 DATUM) MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE MOST WESTERLY SOUTHWEST CORNER OF ORIGINAL LOT 1 AFORESAID; THENCE NORTH 00 DEGREES 00 MINUTES 00 SECONDS EAST, ALONG THE WESTERLY LINE OF SAID LOT 1, A DISTANCE OF 360.59 FEET; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST, A DISTANCE OF 188.76 FEET; THENCE NORTH 04 DEGREES 04 MINUTES 56 SECONDS WEST, A DISTANCE OF 39.92 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTHERLY AND NORTHEASTERLY, 22.66 FEET ALONG AN ARC TO THE RIGHT, HAVING A RADIUS OF 19.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 29 DEGREES 12 MINUTES 18 SECONDS EAST AND A LENGTH OF 21.40 FEET TO A POINT OF REVERSE CURVE; THENCE NORTHEASTERLY, 30.22 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 325.11 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 59 DEGREES 49 MINUTES 45 SECONDS EAST AND A LENGTH OF 30.21 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTH 56 DEGREES 27 MINUTES 15 SECONDS EAST, A DISTANCE OF 42.41 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTHEASTERLY, 37.52 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 294.91 FEET, SUBTENDED BY ALONG CHORD HAVING A BEARING OF NORTH 43 DEGREES 06 MINUTES 11 SECONDS EAST AND A LENGTH OF 37.50 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTH 34 DEGREES 51 MINUTES 03 SECONDS EAST, A DISTANCE OF 72.03 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE NORTHEASTERLY, 154.45 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 422.95 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF NORTH 15 DEGREES 01 MINUTES 34 SECONDS EAST AND A LENGTH OF 153.59 FEET TO A POINT OF REVERSE CURVE; THENCE NORTHERLY AND NORTHEASTERLY, 33.81 FEET ALONG AN ARC TO THE RIGHT, HAVING A RADIUS OF 26.50 FEET, SUBTENDED BY ALONG CHORD HAVING A BEARING OF NORTH 41 DEGREES 06 MINUTES 54 SECONDS EAST AND A LENGTH OF 31.56 FEET TO A POINT OF

TANGENCY; THENCE NORTH 77 DEGREES 39 MINUTES 56 SECONDS EAST, A DISTANCE OF 352.49 FEET TO A POINT OF CURVE; THENCE EASTERLY AND SOUTHEASTERLY, 12.40 FEET ALONG AN ARC TO THE RIGHT, HAVING A RADIUS OF 11.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF SOUTH 71 DEGREES 26 MINUTES 54 SECONDS EAST AND A LENGTH OF 11.81 FEET TO A POINT OF REVERSE CURVE; THENCE SOUTHEASTERLY, 20.84 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 61.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF SOUTH 50 DEGREES 16 MINUTES 17 SECONDS EAST AND A LENGTH OF 20.74 FEET TO A POINT OF A NON-TANGENT CURVE; THENCE SOUTH 59 DEGREES 58 MINUTES 01 SECONDS EAST, A DISTANCE OF 51.51 FEET TO A POINT OF CURVE; THENCE SOUTHEASTERLY, 49.87 FEET ALONG AN ARC TO THE LEFT, HAVING A RADIUS OF 67.50 FEET, SUBTENDED BY A LONG CHORD HAVING A BEARING OF SOUTH 81 DEGREES 07 MINUTES 54 SECONDS EAST AND A LENGTH OF 48.74 FEET TO A POINT OF TANGENCY; THENCE NORTH 77 DEGREES 42 MINUTES 13 SECONDS EAST, A DISTANCE OF 77.05 FEET; THENCE NORTH 29 DEGREES 58 MINUTES 39 SECONDS EAST, A DISTANCE OF 0.58 FEET; THENCE SOUTH 60 DEGREES 01 MINUTES 21 SECONDS EAST, A DISTANCE OF 28.46 FEET; THENCE NORTH 29 DEGREES 58 MINUTES 39 SECONDS EAST, A DISTANCE OF 134.03 FEET; THENCE NORTH 60 DEGREES 01 MINUTES 21 SECONDS WEST, A DISTANCE OF 65.45 FEET TO THE POINT OF BEGINNING OF THE TRACT HEREIN DESCRIBED; THENCE SOUTH 15 DEGREES 14 MINUTES 59 SECONDS EAST, A DISTANCE OF 50.33 FEET; THENCE SOUTH 29 DEGREES 45 MINUTES 01 SECONDS WEST, A DISTANCE OF 26.43 FEET; THENCE SOUTH 74 DEGREES 45 MINUTES 01 SECONDS WEST, A DISTANCE OF 51.65 FEET; THENCE NORTH 15 DEGREES 14 MINUTES 59 SECONDS WEST, A DISTANCE OF 88.52 FEET; THENCE NORTH 29 DEGREES 45 MINUTES 01 SECONDS EAST, A DISTANCE OF 37.51 FEET; THENCE SOUTH 60 DEGREES 14 MINUTES 59 SECONDS EAST, A DISTANCE OF 61.96 FEET; THENCE SOUTH 15 DEGREES 14 MINUTES 59 SECONDS EAST, A DISTANCE OF 2.21 FEET TO THE POINT OF BEGINNING, CONTAINING 0.152 ACRES, MORE OR LESS.

**PARCEL 3:**

A NONEXCLUSIVE STAIR #3 EASEMENT, ELEVATORS EASEMENT, GROUND FLOOR EXIT PASSAGEWAY EASEMENT, SECOND FLOOR PASSAGEWAY EASEMENT, HOTEL LOBBY EASEMENT, BASEMENT GARAGE EASEMENT, UTILITY CHASES EASEMENT, FIRE PUMP EASEMENT, STRUCTURAL SUPPORT AND MAINTENANCE EASEMENT, UTILITIES EASEMENT, EASEMENT FOR REPAIR OF ADJOINING STRUCTURES, EASEMENT FOR ENCROACHMENTS AND EMERGENCY ACCESS EASEMENT AS SET FORTH IN THE DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR 1 RANDHURST VILLAGE DRIVE, MOUNT PROSPECT, IL DATED MARCH 31, 2015 AND RECORDED APRIL 1, 2015 AS DOCUMENT NUMBER 1509141054 FOR THE PURPOSES SET FORTH IN SAID DOCUMENT.

ADDRESS: 999 N. ELMHURST ROAD, MOUNT PROSPECT, ILLINOIS 60056

PERMANENT INDEX NUMBERS (2019 Taxes Payable in 2020):

03-27-401-040-0000  
03-27-401-264-0000  
03-27-401-265-0000  
03-27-401-267-0000  
03-27-401-270-0000  
03-27-401-272-0000  
03-27-401-274-0000  
03-27-401-275-0000  
03-27-401-277-0000  
03-27-401-280-0000  
03-27-401-281-0000  
03-27-401-282-0000  
03-27-401-293-0000  
03-27-401-294-0000  
03-27-401-295-0000  
03-27-401-296-0000  
03-27-401-297-0000  
03-27-401-298-0000  
03-27-401-299-0000  
03-27-401-300-0000  
03-27-401-301-0000  
03-27-401-302-0000  
03-27-401-303-0000  
03-27-401-304-0000  
03-27-401-305-0000

PERMANENT INDEX NUMBERS (2018 Taxes Paid in 2019):

03-27-401-040-0000  
03-27-401-264-0000  
03-27-401-265-0000  
03-27-401-267-0000  
03-27-401-270-0000  
03-27-401-272-0000  
03-27-401-274-0000  
03-27-401-275-0000  
03-27-401-277-0000  
03-27-401-280-0000  
03-27-401-281-0000  
03-27-401-282-0000  
03-27-401-283-0000  
03-27-401-292-0000  
03-27-401-293-0000

# PLAT ACT AFFIDAVIT

State of Illinois

} SS.

County of \_\_\_\_\_

Redys EL LLC, being duly sworn on oath, states that it has an office ~~resides~~  
at 2 Independent Drive, Ste 810, Jacksonville, FL. That the attached deed is not in violation of 765 ILCS 205/1 for one  
of the following reasons:

1. Said Act is not applicable as the grantors own no adjoining property to the premises described in said deed;  
- OR -  
the conveyance falls in one of the following exemptions as shown by Amended Act which became effective July 17, 1959.
2. The division or subdivision of the land into parcels or tracts of five acres or more in size which does not involve any new streets or easements of access.
3. The divisions of lots or blocks of less than one acre in any recorded subdivision which does not involve any new streets or easements of access.
4. The sale or exchange or parcels of land between owners of adjoining and contiguous land.
5. The conveyance of parcels of land or interests therein for use as right of way fro railroads or other public utility facilities, which does not involve any new streets or easements of access.
6. The conveyance of land owned by a railroad or other public utility which does not involve any new streets or easements of access.
7. The conveyance of land for highway or other public purposes or grants or conveyances relating to the dedication of land for public use or instruments relating to the vacation of land impressed with a public use.
8. Conveyances made to correct descriptions in prior conveyances.
9. The sale or exchange of parcels or tracts of land existing on the date of the amendatory Act into no more than two parts and not involving any new streets or easements of access.
10. The sale of a single lot of less than 5.0 acres from a larger tract when a survey is made by an Illinois registered surveyor; provided, that this exemption shall not apply to the sale of any subsequent lots from the same larger tract of land, as determined by the dimensions and configuration of the larger tract on October 1, 1973, and provided also that this exemption does not invalidate any local requirements applicable to the subdivision of land. Amended by P.A. 80-318, 1 eff. October 1, 1977.

CIRCLE THE NUMBER ABOVE WHICH IS APPLICABLE TO THE ATTACHED DEED.

Affiant further state that \_\_\_\_\_ makes this affidavit for the purpose of inducing the Recorder of Deeds of Cook County, Illinois, to accept the attached deed for recording.

See Attached

SUBSCRIBED and SWORN to before me

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.



# California All-Purpose Certificate of Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

**State of California**

**County of** San Francisco

S.S.

On Dec 16, 2019 before me, Dawn Marie Beck, Notary Public,

Name of Notary Public, Title

personally appeared Donna Cummings

Name of Signer (1)

Name of Signer (2)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Dawn Marie Beck  
Signature of Notary Public



Seal

### OPTIONAL INFORMATION

*Although the information in this section is not required by law, it could prevent fraudulent removal and reattachment of this acknowledgment to an unauthorized document and may prove useful to persons relying on the attached document.*

### Description of Attached Document

The preceding Certificate of Acknowledgment is attached to a document titled/for the purpose of Plat act affidavit

containing \_\_\_\_\_ pages, and dated \_\_\_\_\_

The signer(s) capacity or authority is/are as:

- Individual(s)
- Attorney-in-fact
- Corporate Officer(s) \_\_\_\_\_ Title(s)

- Guardian/Conservator
- Partner - Limited/General
- Trustee(s)
- Other: \_\_\_\_\_

representing: \_\_\_\_\_  
Name(s) of Person(s) Entity(ies) Signer is Representing

Additional Information
<b>Method of Signer Identification</b>
Proved to me on the basis of satisfactory evidence:
<input type="checkbox"/> form(s) of identification <input type="checkbox"/> credible witness(es)
Notarial event is detailed in notary journal on:
Page # _____ Entry # _____
Notary contact: _____
Other
<input type="checkbox"/> Additional Signer <input type="checkbox"/> Signer(s) Thumbprints(s)
<input type="checkbox"/> _____

**TOTAL PAYMENT DUE**

**\$0.00**

By 02/15/2026

**2024 Second Installment Property Tax Bill - Cook County Electronic Bill**

Property Index Number (PIN)	Volume	Code	Tax Year	(Payable In)	Township	Classification
03-27-409-004-0000	233	38148	2024	(2025)	Wheeling	5-17

<b>IF PAYING LATE, PLEASE PAY</b>	02/16/2026 - 03/15/2026 <b>\$0.00</b>	03/16/2026 - 04/15/2026 <b>\$0.00</b>	04/16/2026 - 05/15/2026 <b>\$0.00</b>	<b>LATE INTEREST IS 0.75% PER MONTH, BY STATE LAW</b>
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**YOUR TAXING DISTRICTS**

**WHERE YOUR MONEY GOES**

**Total 2024 Tax Bill \$72,694.98**

**\$2,339.31 MORE than 2023**

Taxing District	2024 Tax	2023 Tax	Difference
SCHOOL DISTRICT 26	\$30,861.38	\$29,314.27	\$1,547.11 More
ARLINGTON HTS TOWNSHIP H S 214	\$18,313.86	\$17,283.19	\$1,030.67 More
VILLAGE OF MT PROSPECT	\$5,876.99	\$6,241.74	-\$364.75 Less
RIVER TRAILS PARK DISTRICT	\$4,766.81	\$4,658.33	\$108.48 More
VILLAGE OF MT PROSPECT LIBRARY FUND	\$3,639.11	\$3,548.53	\$90.58 More
HARPER COMMUNITY COLLEGE DISTRICT 512	\$3,084.27	\$2,919.41	\$164.86 More
METRO WATER RECLAMATION DIST OF GR CHGO	\$2,421.87	\$2,438.73	-\$16.86 Less
COUNTY OF COOK	\$1,672.63	\$1,201.70	\$470.93 More
COUNTY OF COOK HEALTH & HOSPITAL COMM.	\$553.75	\$544.30	\$9.45 More
PUBLIC SAFETY PUBLIC SAFETY	\$551.36	\$544.30	\$7.06 More
FOREST PRESERVE DISTRICT OF COOK COUNTY	\$487.92	\$530.16	-\$42.24 Less
TOWN WHEELING	\$259.88	\$261.55	-\$1.67 Less
TOWN WHEELING ROAD FUND	\$82.49	\$84.83	-\$2.34 Less
NORTHWEST MOSQUITO ABATEMENT DISTRICT	\$74.85	\$70.69	\$4.16 More
GENERAL ASSISTANCE WHEELING	\$47.81	\$49.48	-\$1.67 Less
CONSOLIDATED ELECTIONS	\$0.00	\$226.20	-\$226.20 Less
<b>DO NOT PAY THESE TOTALS</b>	<b>\$72,694.98</b>	<b>\$70,355.67</b>	<b>\$2,339.31 More</b>

The above breakdown displays how much you pay in property taxes to each taxing district and the change from last year. Please see reverse side for a detailed breakdown by Taxing District.

**TAX CALCULATOR**

2023 Assessed Value	234,354	2024 Total Tax Before Exemptions	72,694.98
2024 Property Value	937,419	Homeowner's Exemption	.00
2024 Assessment Level	X 25%	Senior Citizen Exemption	.00
2024 Assessed Value	234,355	Senior Freeze Exemption	.00
2024 State Equalizer	X 3.0355		
2024 Equalized Assessed Value (EAV)	711,385	2024 Total Tax After Exemptions	72,694.98
2024 Local Tax Rate	X 10.218789%	First Installment	38,695.62
2024 Total Tax Before Exemptions	72,694.98	Second Installment +	33,999.36
		Total 2024 Tax (Payable in 2025)	72,694.98

**IMPORTANT MESSAGES**

New Parcel  
**THANK YOU FOR YOUR FIRST INSTALLMENT PAYMENT OF: \$38,695.62**

**PROPERTY LOCATION**

940 E KENSINGTON RD  
 MOUNT PROSPECT 60056

**MAILING ADDRESS**

DLC MANAGEMENT CORP  
 565 TAXTER RD SUITE 40  
 ELMSFORD NY 10523-2300

**TAXING DISTRICT BREAKDOWN**

Taxing Districts	2024 Tax	2024 Rate	2024 %	Pension	2023 Tax
<b>MISCELLANEOUS TAXES</b>					
NORTHWEST MOSQUITO ABATEMENT DISTRICT	74.85	0.01052	0.10%		70.69
METRO WATER RECLAMATION DIST OF GR CHGO	2,421.87	0.34044	3.33%	251.82	2,438.73
RIVER TRAILS PARK DISTRICT	4,766.81	0.67007	6.56%	437.72	4,658.33
<b>MISCELLANEOUS TAXES TOTAL</b>	<b>7,263.53</b>	<b>1.02103</b>	<b>9.99%</b>		<b>7,167.75</b>
<b>SCHOOL TAXES</b>					
HARPER COMMUNITY COLLEGE DISTRICT 512	3,084.27	0.43355	4.24%		2,919.41
ARLINGTON HTS TWSNHP H S 214	18,313.86	2.57439	25.19%	330.16	17,283.19
SCHOOL DISTRICT 26	30,861.38	4.33821	42.45%	661.80	29,314.27
<b>SCHOOL TAXES TOTAL</b>	<b>52,259.51</b>	<b>7.34616</b>	<b>71.88%</b>		<b>49,516.87</b>
<b>MUNICIPALITY/TOWNSHIP TAXES</b>					
VILLAGE OF MT PROSPECT LIBRARY FUND	3,639.11	0.51155	5.01%		3,548.53
VILLAGE OF MT PROSPECT	5,876.99	0.82613	8.08%	3,044.14	6,241.74
TOWN WHEELING ROAD FUND	82.49	0.01159	0.11%		84.83
GENERAL ASSISTANCE WHEELING	47.81	0.00672	0.07%		49.48
TOWN WHEELING	259.88	0.03653	0.36%		261.55
<b>MUNICIPALITY/TOWNSHIP TAXES TOTAL</b>	<b>9,906.28</b>	<b>1.39253</b>	<b>13.63%</b>		<b>10,186.13</b>
<b>COOK COUNTY TAXES</b>					
FOREST PRESERVE DISTRICT OF COOK COUNTY	487.92	0.06858	0.67%	40.91	530.16
CONSOLIDATED ELECTIONS	0.00	0.00000	0.00%		226.20
PUBLIC SAFETY PUBLIC SAFETY	551.36	0.07750	0.76%		544.30
COUNTY OF COOK HEALTH & HOSPITAL COMM.	553.75	0.07784	0.76%		544.30
COUNTY OF COOK	1,672.63	0.23512	2.31%	562.56	1,201.70
<b>COOK COUNTY TAXES TOTAL</b>	<b>3,265.66</b>	<b>0.45905</b>	<b>4.50%</b>		<b>3,484.92</b>
<b>(Do not pay these totals)</b>	<b>72,694.98</b>	<b>10.2187</b>	<b>100.00%</b>		<b>70,355.67</b>

Pursuant to Cook County Ordinance 07-O-68, if you are a mortgage lender, loan servicer, or agent of any entity within the meaning of 35 ILCS 200/20-12, you may not pay using a downloadable tax bill unless you pay the \$5 duplicate bill fee.

\*\*\* Please see 2024 Second Installment Payment Coupon next page \*\*\*



# Your Property Tax Overview

## TOTAL TAXING DISTRICT DEBT ATTRIBUTED TO YOUR PROPERTY

**Total Taxing District Debt Attributed to Your Property:** **\$106,320**

**Property Value:** **\$937,412**

**Total Debt % Attributed to Your Property Value:** **11.3%**

To see the 20-Year History of Your Property Taxes, [click here](#).

Note: The above amounts are illustrations of how much government debt could be attributed to your property based on its 2024 value.

[See Details Here](#)

### OVERVIEW - PAYMENTS

Property Index Number (PIN): **03-27-409-004-0000**

[BEGIN A NEW SEARCH](#)



[Incorrect Image? Click Here.](#)

**Property Location:**  
 940 E KENSINGTON RD  
 MOUNT PROSPECT, 60056-0000

**Volume:** 233

Scroll down for more information.

**Mailing Information:**  
 DLC MANAGEMENT CORP  
 565 TAXTER RD SUITE 40  
 ELMSFORD, NY 10523-2300

[Update Your Information](#)

### Are Your Taxes Paid?

**Tax Year 2023 (billed in 2024)** Total Amount Billed: \$70,355.67

1st INSTALLMENT - Tax Year 2023

**Original Billed Amount:** \$0.00  
**Due Date:** 03/01/2024

**Tax:** \$0.00  
**Interest:** \$0.00

**Current Amount Due:** \$0.00

2nd INSTALLMENT - Tax Year 2023

**Original Billed Amount:** \$70,355.67  
**Due Date:** 08/01/2024

**Tax:** \$0.00  
**Interest:** \$0.00

**Current Amount Due:** \$0.00

**Total Amount Due:** **\$0.00**

**Tax Year 2024 (billed in 2025)** Total Amount Billed: \$72,694.98

1st INSTALLMENT - Tax Year 2024

**Original Billed Amount:** \$38,695.62  
**Due Date:** 03/04/2025  
**Tax:** \$0.00  
**Interest:** \$0.00  
**Current Amount Due:** \$0.00

2nd INSTALLMENT - Tax Year 2024

**Original Billed Amount:** \$33,999.36  
**Due Date:** 12/15/2025  
**Tax:** \$0.00  
**Interest:** \$0.00  
**Current Amount Due:** \$0.00



**Total Amount Due: \$0.00**

**About payments:** Payments are recorded the date they are received. They appear on the website about three business days later.

### Download Your Tax Bill

Open a PDF of your tax bill that can be printed and used to pay in person or by mail.

 [Tax Year 2023 Second Installment](#) Due Thursday, August 1, 2024

 [Tax Year 2024 Second Installment](#) Due Monday, December 15, 2025

**Stop receiving your tax bill by mail.**

 [Sign up for eBilling to receive future tax bills via email.](#)

### Are There Any Overpayments on Your PIN?

Our records do not indicate a refund available on the PIN you have entered.

### Have You Received Your Exemptions in These Tax Years?

	2024	2023	2022	2021
<b>Homeowner Exemption:</b>	NO	NO	-	-
<b>Senior Citizen Exemption:</b>	NO	NO	-	-
<b>Senior Freeze Exemption:</b>	NO	NO	-	-
<b>Returning Veteran Exemption:</b>	NO	NO	-	-
<b>Disabled Person Exemption:</b>	NO	NO	-	-
<b>Disabled Veteran Exemption:</b>	NO	NO	-	-

**Note:** Fewer than four tax years of data are displayed when the PIN did not exist in all four years. Contact the Cook County Assessor's Office for more information.

[Apply for a missing exemption](#)



VIA EMAIL ([sean.mccourt@cbre.com](mailto:sean.mccourt@cbre.com))

Date: August 13, 2025

Sean McCourt  
CBRE  
321 N. Clark Street, Suite 3400  
Chicago, IL 60654

RE: LOI for 7 Brew Coffee at Randhurst Village, Mt. Prospect, IL 60056

Dear Mr. McCourt:

Who Brew IL I, LLC, (“Tenant”) is interested in entering into a ground lease for property with RREF III-P Randhurst Village, LLC (“Landlord”) under the following terms and conditions:

Tenant: Who Brew IL I, LLC

Guarantor: Who Brew, LLC

1. Premises: The Premises are commonly known as 201 Euclid Avenue, Mt. Prospect, IL 60056, and are more particularly depicted on Exhibit A.

The Premises are a portion of the parcel currently identified as 03-27-409-004-0000.

2. Lease: After Landlord’s full execution and delivery of this letter, Landlord’s counsel shall prepare and deliver to Tenant an ground lease agreement on Landlord’s standard form (the “Lease”), setting forth, among other things, the terms and conditions contained herein.

3. Rent Commencement Date:

[REDACTED]

4. Renewal Options:

[REDACTED]

5. Rent:

[REDACTED]

6. Inspection/Permit Period:

Commencing upon execution of the Lease, and for a period of one-hundred and fifty (150) days, Tenant shall have the right to access the Premises (and all improvements, including buildings currently located on the Premises), to inspect and conduct any surveys, tests, inspections, environmental assessments, soil tests, and any other studies that Tenant may desire, subject to Landlord approval. Landlord will require Tenant to execute an access agreement prior to any inspections; which may include an examination of the following matters: title and survey, environmental and physical condition of the Premises; zoning; compliance with laws, utility access; and availability of applicable permits. Tenant shall promptly restore any portion of the Premises disturbed by such tests. Tenant shall indemnify and hold Landlord harmless from and against any and all loss, costs, claims, damages or expenses arising out of or due to any entry on the Premises by Tenant, its employees, agents or contractors (except for any negligence or willful acts by Landlord or its agents, contractors or employees). Tenant shall pursue receipt of their construction permit(s) during this period.

Tenant shall have the right to extend the Inspection/Permit Period for thirty (30) days, provided that prior to the expiration of the Inspection/Permit Period, Tenant provides Landlord written notice of its desire to extend the Inspection Period. Upon expiration of the Inspection/Permit Period, which shall not exceed one hundred and eighty (180) days. Upon expiration of the Inspection/Permit Period, if Tenant has not secured their construction permit, Landlord shall have the right to secure it on their behalf per plans to be mutually agreed upon by Landlord and Tenant. If Tenant or Landlord have not secured their necessary permits to commence construction within ninety (90) days, either party may terminate the lease by providing thirty (30) days written notice. Timeline for plan submittal and diligently pursuing permits to be addressed at Lease.

7. Permitted Use:

Tenant intends to operate the Premises for the sale of sale coffee, blended drinks, smoothies, breakfast foods and energy drinks and other ancillary items sold from time to time by the 7 Brew franchise subject to existing restrictions and prohibited uses.

8. Additional Rent:

[REDACTED]

[REDACTED]

9. Site Information: Within 5 days after the parties execute this LOI, Landlord shall furnish to Tenant all available set forth on Exhibit B.

10. Exclusive Rights: Landlord will not lease space or permit any space in the shopping center in which the Premises are located or any adjacent retail area owned, managed or controlled by Landlord or an affiliate of Landlord to any other person whose Primary Business is a drive-thru restaurant selling coffee beverages. This restriction shall prohibit businesses such as, but not limited to, Starbucks, Dutch Brothers, Swig, and Black Rifle Coffee. In no event shall this exclude a fast food restaurant, fast casual, full service, or quick service restaurant, including but not limited to McDonalds, Wendys, Popeyes, Chick-fil-a, First Watch, KeKe's, etc.

11. Assignment:

[REDACTED]

12. Easement: Landlord will enter in such easement agreements as may reasonably be required to facilitate Tenant's intended development and use of the Premises.

13. Brokers: Landlord shall pay GreatStreet Realty Partners, LLC brokerage commission fee per a separate agreement with Landlord's broker, CBRE, Inc.

14. Exclusivity: Intentionally deleted.

15. Delivery of Premises: Landlord shall deliver Premises to Tenant in as-is condition upon expiration or earlier termination of Tenant's Inspection/Permit Period.

16. Confidentiality: Landlord agrees to keep the terms and conditions of this LOI confidential and not disclose such term and conditions to any third party other than their attorneys assisting in preparation of a lease for the Premises with Tenant, and Landlord's partners, investors, lenders, accountants and other professional advisors on a need-to-know basis.

17. Allowance:



18. Security Deposit:



This document is a letter of intent. This letter is NON-BINDING and is intended to serve as a letter of intent summarizing in brief form the principal terms of a proposed transaction whereby Tenant, or its designee, would enter into a Lease with Landlord for the Premises. The signatures below constitute an acknowledgment by the parties that (i) this LOI constitutes a summary of the negotiations to date and does not result in any contractual obligation, either express or implied, on either party, and (ii) this LOI does not constitute a preliminary contractual undertaking upon which either party may justifiably rely as a basis for further actions or negotiations. Both parties contemplate that they will continue negotiations relating to the Lease, but each specifically reserves the right to terminate negotiations, at any time, with or without cause.

Please reflect your acceptance of the terms above by executing returning this LOI to Tenant.

Sincerely,

Kabat Real Estate Solutions

ACCEPTED, 8/13/2025, DATE.

LANDLORD

By: *Daniel Nieman*

Name: Daniel Nieman

Title: Vice President

Who Brew IL I, LLC

By: *Gregory Lucot*

Name: Gregory Lucot

Title: Chief Operating Officer

Exhibit A

Premises



## Exhibit B

### Required Site Information

Landlord shall provide Tenant with all of the following items in its possession, or which can be reasonably obtained, within 5 business days after execution of this LOI:

- Geotechnical reports, soil boring reports, testing reports, as-built reports and/or compaction reports
- Environmental site assessments (including Phase I and Phase II)
- Surveys (boundary, land title, ALTA and topographical)
- Utility plans and as-builts for potable water, sanitary sewer, storm sewer, gas, electric, and other utility improvements, complete utility plans and as-builts for potable water, sanitary sewer, storm sewer, gas, electric, and other utility improvements, complete
- Blueprints or other construction plans for existing improvements on the Premises
- Title policies, vesting deeds and exclusions to title policies, plats, Declarations, REAs, CC&Rs, use restrictions or similar documents governing the development, construction, use and operations at the Premises
- Any other items in Landlord's possession which might assist Tenant in preparing plans and specifications for the development and construction of the Premises
- Real Estate tax bills for the prior 3 tax years
- Evidence of any common area expenses for the prior 3 years that Landlord intends to pass through to Tenant

Exhibit D / E

[Add any other exhibits needed for known easements and/or area covered by the Exclusive]

02/18/2026

Village of Mt Prospect, IL  
Planning and Zoning Commission  
50 S. Emerson St.  
Mt. Prospect, IL 60056

RE: 7 Brew, Proposed Drive-Thru Coffee Establishment at 201 E. Euclid Ave, Mt. Prospect, IL

**Response to Section 12.203(F)8: Conditional Use**

Property Zoned: B3 Community Shopping District

Except as provided below, no planned unit development shall be approved unless the development meets the standards for conditional uses, and the standards set forth in this section:

**F. Conditional Use**

*8. Standards: No conditional use shall be recommended for approval by the planning and zoning commission unless it finds:*

- a. *That the establishment, maintenance, or operation of the conditional use will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare;*

The proposed drive through coffee shop will operate within an existing commercial building in a district intended to accommodate retail and restaurant uses. The establishment will comply with all applicable building, fire, health, and life-safety codes. The drive-through component is designed to function safely within the site and will not be detrimental to public health, safety, comfort, or general welfare.

- b. *That the conditional use will not be injurious to the uses and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood in which it is to be located;*

The subject property is located within a developed commercial corridor characterized by retail and service uses. The proposed use, including drive-through operations, is consistent with the commercial character of the area. Site circulation, landscaping enhancements, and façade improvements will minimize potential impacts such as noise, lighting, and visual effects, and will not substantially diminish or impair property values within the neighborhood.

- c. *That the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district;*

The proposed conditional use will not impede the normal and orderly development of surrounding properties. The reuse of the existing structure supports continued commercial investment within the B-3 District and is compatible with permitted commercial uses in the area.

- d. *That adequate public utilities, access roads, drainage and/or necessary facilities have been or will be provided;*

The property is currently served by adequate public utilities, access roads, stormwater drainage, and municipal services. No expansion of the building footprint is proposed, and existing infrastructure is sufficient to accommodate the proposed restaurant and drive-through operations.

- e. *That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets;*

The drive-through lane has been designed to provide adequate on-site stacking capacity and internal circulation to prevent spillover onto adjacent public streets. Existing access points will continue to serve the site, and the configuration minimizes traffic congestion while maintaining safe ingress and egress for both drive-through and parking customers.

- f. *That the proposed conditional use is not contrary to the objectives of the current comprehensive plan for the village; and*

The proposed use supports the Comprehensive Plan's objectives of strengthening established commercial corridors and encouraging reinvestment in existing commercial properties. The project enhances site functionality and appearance while maintaining compatibility with surrounding commercial development.

- g. *That the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified pursuant to the recommendations of the planning and zoning commission.*

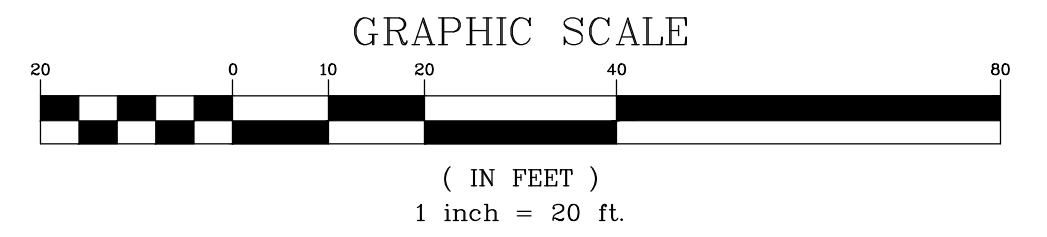
The proposed development will comply with all applicable B-3 District requirements, including parking, setbacks, lot coverage, landscaping, lighting, and signage standards, except as may be modified through the conditional use approval process.

If you have additional comments or questions, please don't hesitate to call me at 417-888-0645.

Respectfully,

Matt Miller, PE

# ALTA/NSPS LAND TITLE AND TOPOGRAPHIC SURVEY



## LEGEND

- = EX. PROPERTY LINE
- - - = EX. EASEMENT LINE
- · - · = EX. SECTION LINE
- = EX. SIDEWALK
- = EX. CONCRETE CURB & GUTTER
- = EX. DEPRESSED CURB
- - - < = EX. STORM LINE
- - - < = EX. SANITARY LINE
- W - = EX. WATERMAIN LINE
- G - = EX. UNDERGROUND GAS
- CH - = EX. OVERHEAD WIRES
- 780 = EX. 1 FOOT CONTOURS

- ⊙ = EX. STORM MANHOLE (MH)
- ⊖ = EX. STORM CATCH BASIN (CB)
- = EX. STORM INLET (INL)
- ⊙ = EX. DOWN SPOUT
- ⊙ = EX. SANITARY MANHOLE (SMH)
- ⊙ = EX. SANITARY SERVICE POST
- ⊙ = EX. FIRE HYDRANT/AUX. VALVE
- ⊙ = EX. VALVE BOX
- ⊙ = EX. VALVE VAULT (V.V.)
- ⊙ = EX. GAS METER
- ⊙ = EX. JULIE GAS MARKER
- ⊙ = EX. ELECTRICAL METER
- ⊙ = EX. ELECTRICAL HANDHOLE
- ⊙ = EX. ELECTRICAL PEDESTAL/BOX
- ⊙ = EX. TRAFFIC SIGNAL MANHOLE
- ⊙ = EX. TRAFFIC SIGNAL
- ⊙ = EX. DOUBLE HANDHOLE
- ⊙ = EX. UTILITY POLE
- ⊙ = EX. GUY WIRE
- ⊙ = EX. LIGHT STANDARD
- ⊙ = EX. SIGN
- ⊙ = EX. BOLLARD
- ⊙ = EX. HANDICAPPED PARKING
- ⊙ = EX. NUMBER OF PARKING STALLS
- ⊙ = EX. STRAIGHT TRAFFIC FLOW ARROW
- ⊙ = EX. TURN TRAFFIC FLOW ARROW
- ⊙ = EX. ROAD STRIPE "ONLY"
- ⊙ = EX. SPOT ELEVATION
- ⊙ = EX. DECIDUOUS TREE WITH TRUNK DIAMETER IN INCHES
- ⊙ = EX. RIM ELEVATION
- ⊙ = EX. INVERT ELEVATION
- = EX. BITUMINOUS PAVEMENT
- = EX. CONCRETE
- = EX. DETECTABLE WARNING

## ABBREVIATIONS

- CH CHORD
- C.N.V. COULD NOT VERIFY
- E EAST
- E.LY. EASTERLY
- F.F. FINISHED FLOOR ELEVATION
- F.O.D. FULL OF DEBRIS
- F.O.W. FULL OF WATER
- INL INLET
- L ARC LENGTH
- N NORTH
- NE NORTHEAST
- NW NORTHWEST
- NLY NORTHERLY
- PVC POLY VINYL CHLORIDE PIPE
- R RADIUS
- RCP REINFORCED CONCRETE PIPE
- S SOUTH
- SMH SANITARY MANHOLE
- STMH STORM MANHOLE
- SW SWEST
- SWLY SOUTHWESTERLY
- W WESTERLY

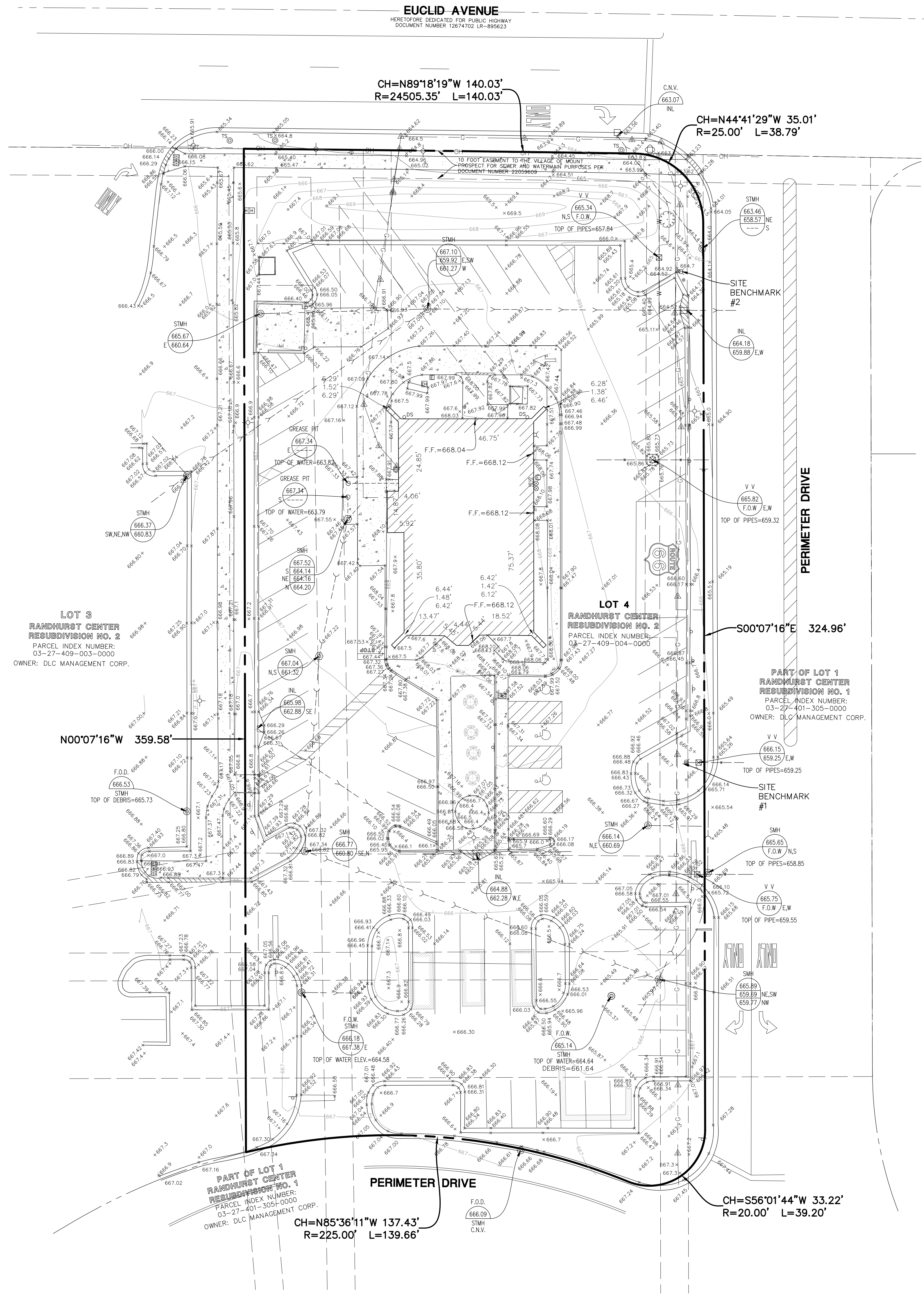
## BENCHMARKS

**REFERENCE BENCHMARK:**  
ELEVATIONS AND SITE BENCHMARKS SHOWN HEREON WERE ESTABLISHED UTILIZING A TRIMBLE REAL-TIME KINEMATIC (RTK) GLOBAL NAVIGATION SATELLITE SYSTEM (GNSS) AND THE TRIMBLE VRS NOW NETWORK. THE OBSERVED ELEVATIONS ARE THE BASIS FOR ALL ELEVATIONS SHOWN HEREON AND THIS INFORMATION HAS NOT BEEN DIRECTLY COMPARED TO ANY OTHER KNOWN OR FIXED BENCHMARK. ALL ELEVATIONS ARE BASED ON NAVD 88 DATUM GEOID(18).

**SITE BENCHMARK#1:**  
SOUTHWEST ARROW BOLT OF FIRE HYDRANT ON WEST SIDE OF PERIMETER DRIVE LOCATED APPROXIMATELY 269 FEET SOUTH OF THE CENTERLINE OF EUCLID AVENUE AND 910 FEET EAST OF THE CENTERLINE OF ELMHURST ROAD (ILLINOIS ROUTE 83).  
ELEVATION= 668.89 DATUM=NAVD88 (GEOID 18)

**SITE BENCHMARK#2:**  
SOUTHWEST ARROW BOLT OF FIRE HYDRANT ON WEST SIDE OF PERIMETER DRIVE LOCATED APPROXIMATELY 82 FEET SOUTH OF THE CENTERLINE OF EUCLID AVENUE AND 880 FEET EAST OF THE CENTERLINE OF ELMHURST ROAD (ILLINOIS ROUTE 83).  
ELEVATION= 667.01 DATUM=NAVD88 (GEOID 18)

TOPOGRAPHIC FIELD WORK COMPLETED ON MARCH 18, 2025



**LOT 3**  
RANDHURST CENTER  
RESUBDIVISION NO. 2  
PARCEL INDEX NUMBER:  
03-27-409-003-0000  
OWNER: DLC MANAGEMENT CORP.

**LOT 4**  
RANDHURST CENTER  
RESUBDIVISION NO. 2  
PARCEL INDEX NUMBER:  
03-27-409-004-0000  
OWNER: DLC MANAGEMENT CORP.

**PART OF LOT 1**  
RANDHURST CENTER  
RESUBDIVISION NO. 1  
PARCEL INDEX NUMBER:  
03-27-401-305-0000  
OWNER: DLC MANAGEMENT CORP.

**PART OF LOT 1**  
RANDHURST CENTER  
RESUBDIVISION NO. 1  
PARCEL INDEX NUMBER:  
03-27-401-305-0000  
OWNER: DLC MANAGEMENT CORP.

SHEET <b>3</b> OF <b>4</b>	PROJ. MGR.: CJS
	PROJ. ASSOC.: CJS
	DRAWN BY: LB
	DATE: 03/12/25
TAAMPIL01	SCALE: 1"=20'

940 EAST KENSINGTON ROAD  
MOUNT PROSPECT, ILLINOIS  
ALTA/NSPS LAND TITLE SURVEY

333 East Butterfield Road, Suite 600, Lombard, IL 60148  
p: 630.991.8500 f: 630.991.8586 manhard.com  
Civil Engineers • Surveyors • Water Resource Engineers • Water & Wastewater Engineers  
Construction Managers • Environmental Scientists • Landscape Architects • Planners

DATE	REVISIONS	DRAWN BY

*Legal Description*

Parcel 1:

Lot 4 in Randhurst Center resubdivision NO. 2, being a resubdivision of lots 1, 2 and 3 in Randhurst Center NO. 1, being a subdivision of part of the southeast quarter of Section 27, Township 42 North, Range 11 East of the third principal meridian, according to the plat thereof recorded April 28, 2022 as document NO. 2211857001, in Cook County, Illinois.

# Affidavit of Public Notice

Zoning Case # PZ-05-26

I, Laura Pacino, under oath, state that I am the petitioner of the zoning case number listed above regarding the property located at 201 E. Euclid Avenue; Mount Prospect, IL. I hereby affirm that a copy of the public notice was mailed out to all property owners of record within two hundred fifty feet (250'), exclusive of right of way width, of the subject property no more than thirty (30) days nor less than fifteen (15) days prior to the public hearing scheduled on Thursday, April 23rd, 2026 at 7:00pm.

I also certify to submit any returned mail from the United States Postal Service of said property owners to the Village of Mount Prospect Community Development Department.

I fully understand that in the event that public notification are not mailed out as per public hearing procedures stated in the Zoning Code of the Village Code, then the Village of Mount Prospect may elect to reject the zoning application and the permit for which I am applying will not be approved (or work in progress pursuant to the permit will be stopped) until proper public hearing procedures are followed.

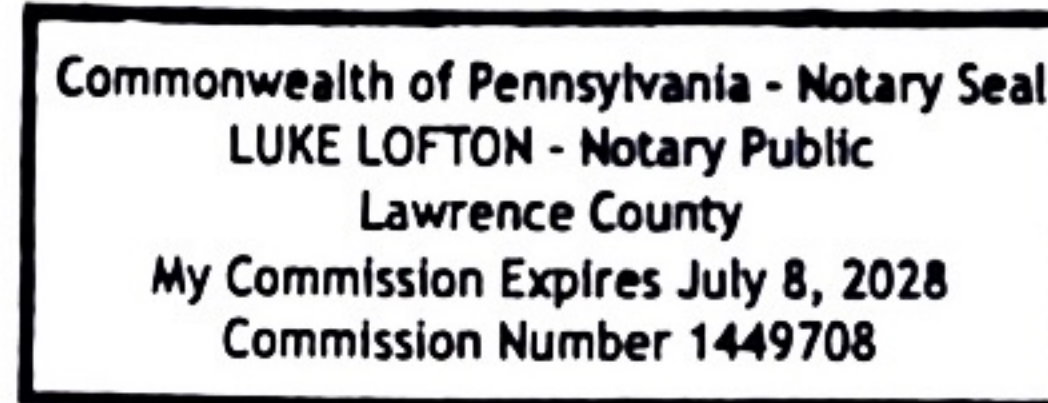
Petitioner: Laura Pacino  
(signature)  
Laura Pacino  
(print name)

Date: 4/4/2026

Subscribed and sworn to before

me this 4<sup>th</sup> day of  
April, 2026.

Luke Lofton  
Notary Public



NOTICE OF HEARING BEFORE THE  
MOUNT PROSPECT PLANNING & ZONING COMMISSION  
NOTICE IS HEREBY GIVEN that on Thursday, April  
23, 2026 at the hour of 7:00 p.m., there will be a public  
hearing at the Mount Prospect Village Hall, 50 S.  
Emerson Street, Mount Prospect, IL, concerning the  
following:

CASE NO.: PZ-05-26  
COMMONLY KNOWN AS: 201 East Euclid Avenue  
PINS: 03-27-409-004-0000  
PETITIONER: Toth and Associates  
1550 East Republic Road  
Springfield, MO 65804  
OWNER: DLC MANAGEMENT CORP  
565 TAXTER RD SUITE 40  
ELMSFORD, NY 10523

NATURE OF REQUEST: Petitioner is seeking condi-  
tional use to allow a drive-through for a coffee shop  
and other relief from the Village of Mount Prospect  
Village Code as may be required for this project.

This is not a "notice to appear". It is an invitation to  
all interested persons to submit oral or written  
comments concerning the above case to the Planning  
& Zoning Commission at 50 S. Emerson Street, Mount  
Prospect, IL 60056 or via e-mail  
chogan@mountprospect.org. Persons having questions  
may call the Community Development Department of  
Mount Prospect at (847) 818-5328.

The Planning & Zoning Commission will make a  
recommendation based on the information discussed at  
the meeting; the Village Board's decision is final for  
this case.

Dated at Mount Prospect, Illinois, this **Wednesday,**  
**April 8, 2026.**

Joseph P. Donnelly  
Chairperson, Planning & Zoning Commission  
Published in Daily Herald April 8, 2026 (327622)

## CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

### Northwest Suburbs Daily Herald

Corporation organized and existing under and by virtue of the laws of  
the State of Illinois, DOES HEREBY CERTIFY that it is the publisher  
of the **Northwest Suburbs DAILY HERALD**. That said **Northwest Suburbs  
DAILY HERALD** is a secular newspaper, published in Arlington Heights,  
Cook County, State of Illinois, and has been in general circulation daily  
throughout Cook County, continuously for more than 50 weeks prior to the first  
Publication of the attached notice, and a newspaper as defined by 715 ILCS 5/5.

I further certify that the **Northwest Suburbs DAILY HERALD** is a newspaper  
as defined in "an Act to revise the law in relation to notices" as amended  
in 1992 Illinois Compiled Statutes, Chapter 715, Act 5, Section 1 and 5. That a  
notice of which the annexed printed slip is a true copy,  
was published 04/08/2026  
in said **Northwest Suburbs DAILY HERALD**. This notice was also placed on  
a statewide public notice website as required by 5 ILCS 5/2.1.

BY \_\_\_\_\_

Designee of the Publisher of the Daily Herald

Control # 327622



SITE DEVELOPMENT PLANS FOR

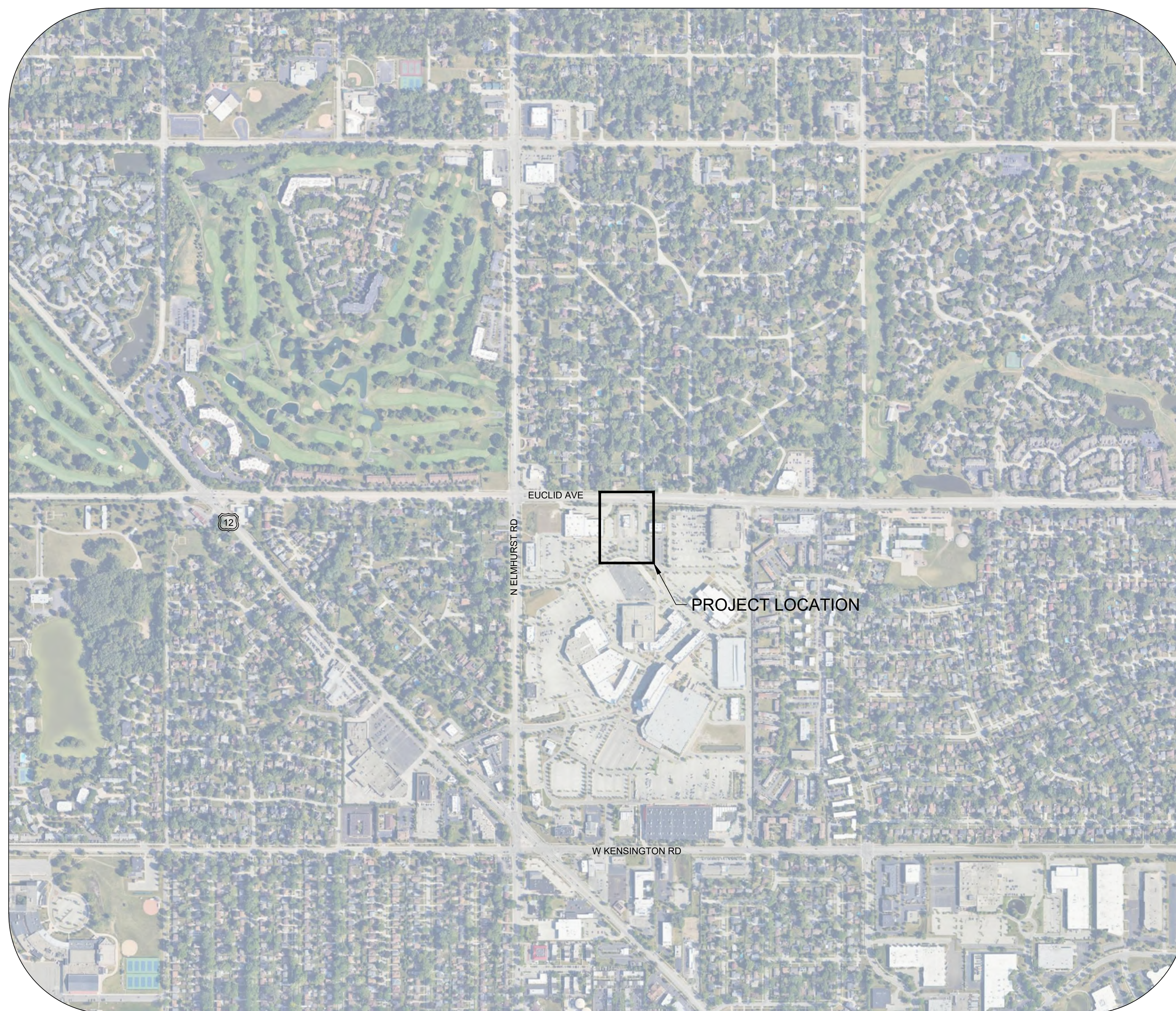


MOUNT PROSPECT, IL 02

201 E EUCLID AVE  
MOUNT PROSPECT, IL 60056

PROJECT NUMBER:  
104.074

SHEET INDEX	
SHEET NAME	NUMBER
COVER SHEET	C0.0
GENERAL NOTES	C0.1
DEMOLITION PLAN	C1.1
EROSION CONTROL PLAN	C1.2
SITE PLAN	C2.1
CONCRETE ALTERNATIVE PLAN	C2.2
STACKING PLAN	C2.3
GRADING PLAN	C3.1
GRADING PLAN	C3.2
UTILITY PLAN	C4.1
LANDSCAPE PLAN	C5.1
STRIPING PLAN	C6.1
DETAILS	C7.1
DETAILS	C7.2
ALTANSPS LAND TITLE AND TOPOGRAPHIC SURVEY	SHEET 1
ALTANSPS LAND TITLE AND TOPOGRAPHIC SURVEY	SHEET 2
ALTANSPS LAND TITLE AND TOPOGRAPHIC SURVEY	SHEET 3
ALTANSPS LAND TITLE AND TOPOGRAPHIC SURVEY	SHEET 4



EXISTING UTILITY INFORMATION:	
WATER	VILLAGE OF MOUNT PROSPECT PUBLIC WORKS 1700 CENTRAL RD MT PROSPECT, IL 60056 847-870-5640
ELECTRIC	COMED 1785 OLD SKOKIE VALLEY RD HIGHLAND PARK, IL 60035 1-800-334-7661
SEWER	VILLAGE OF MOUNT PROSPECT PUBLIC WORKS 1700 CENTRAL RD MT PROSPECT, IL 60056 847-870-5640
STORM WATER	VILLAGE OF MOUNT PROSPECT PUBLIC WORKS 1700 CENTRAL RD MT PROSPECT, IL 60056 847-870-5640
GAS	NICOR GAS 1665 BIRCHWOOD AVE DES PLAINES, IL 60018 1-888-642-6748
CABLE	AT&T 1 W RAND RD MT PROSPECT, IL 60056 1-847-749-3149



FIRM LICENSE NO. 63620661



ENGINEER OF RECORD:

NAME: MATTHEW STEVEN MILLER

LICENSE NO. IL #PE 062 065164

PROJECT NUMBER: 104.074

REVISION:

7 BREW COFFEE  
MOUNT PROSPECT, IL 02

201 E EUCLID AVE  
MOUNT PROSPECT, IL 60056

C0.0  
COVER SHEET

DATE: APRIL 14, 2026



0 250 500

NOTE: DRAWING REPRODUCTION  
AND SCALING MAY CHANGE THE  
INDICATED GRAPHIC SCALES  
H. SCALE: 1" = 500'

**CIVIL LEGENDS**

**ABBREVIATIONS**

BC	BACK OF CURB
CC	STANDARD CATCH CURB
CL	CENTER LINE
CMP	CORRUGATED METAL PIPE
EP	EDGE OF PAVEMENT
FES	FLARED END SECTION
FL	FLOW LINE
GT	GUTTER INVERT
GY	GUY WIRE
HDPE	HIGH DENSITY POLYETHYLENE
INV	INVERT
LF	LINEAR FEET
MC	MOUNTABLE CURB
PVC	POLYVINYL CHLORIDE PIPE
RW	RIGHT-OF-WAY
RCP	REINFORCED CONCRETE PIPE
SC	SPILL CURB
TB	TOP OF BASE ROCK
TC	TOP OF CURB
TGV	TOP OF GRAVEL
TG	TOP OF GROUND
TP	TOP OF PAVEMENT
TS	TOP OF SIDEWALK
TW	TOP OF WALL
EX TC	EXISTING TOP OF CURB
EX TP	EXISTING TOP OF PAVEMENT
EX TS	EXISTING TOP OF SIDEWALK
	DIRECTION OF SHEET FLOW

**SYMBOLS:**

	MARKER STONE
	RIGHT OF WAY MARKER
	IRON PIN FOUND
	IRON PIN SET
	CUT CROSS
	CONTROL POINT
	BENCHMARK
	SANITARY SEWER MANHOLE
	SANITARY CLEANOUT
	STORM CLEANOUT
	STORM SEWER AREA INLET
	STORM INVERT
	STORM SEWER MANHOLE
	FLARED END SECTION
	TELEPHONE MANHOLE
	TELEPHONE RISER
	POWER POLE
	GUY ANCHOR
	LIGHT POLE
	ELECTRIC BOX
	GAS METER
	GAS VALVE
	WATER METER
	WATER VALVE
	FIRE HYDRANT
	WELL
	IRRIGATION VALVE
	SPRINKLER HEAD
	AIR CONDITIONING UNIT
	MAILBOX
	POST
	SIGN

**LINETYPES:**

	PL	PROPERTY LINE
	RW	RIGHT OF WAY LINE
	LL	LOTLEASE LINE
	S	SANITARY SEWER LINE
	FM	SANITARY SEWER FORCE MAIN
	ST	STORM SEWER LINE
	FL	FLOW LINE
	OHE	OVERHEAD ELECTRIC LINE
	UE	UNDERGROUND ELECTRIC LINE
	G	GAS LINE
	W	WATER LINE
	IR	IRRIGATION WATER LINE
	C	COMMUNICATIONS LINE
	T	TELEPHONE LINE
	FO	FIBER OPTIC LINE
	O	CHAIN LINK FENCE
	X	BARBED WIRE FENCE
		WOOD FENCE
	1000	EXISTING MAJOR CONTOUR
	1001	EXISTING MINOR CONTOUR
	1000	PROPOSED MAJOR CONTOUR
	1001	PROPOSED MINOR CONTOUR
		TREE LINE
	FPL	FEMA FLOODPLAIN
	FFW	FEMA FLOODWAY
	LOD	LIMIT OF DISTURBANCE
		COMPOST FILTER SOCK
		DIRECTION OF SHEET FLOW

**PROJECT CONTROL:**

**BENCHMARKS:**

IL STATE PLANE COORDINATE SYSTEM  
EAST ZONE, NAD 83 FOR HORIZONTAL VALUES AND NAVD'88 FOR VERTICAL VALUES

**SURVEY NOTES:**

THE BOUNDARY LINES SHOWN HEREON ARE BASED ON A SURVEY PERFORMED ON SEPTEMBER 17, 2025 BY MANWARD CONSULTING, ILLINOIS, REGISTERED PROFESSIONAL LAND SURVEYOR NO. 035-004017 AND IS NOT A PRODUCT OF TOTH & ASSOCIATES.

POINT NUMBER	NORTHING	EASTING	ELEVATION	DESCRIPTION
CP 1	1974463.763	1092721.344	668.93	CUT "X"
CP 2	1974618.052	1092660.940	667.35	CUT "X"
CP 3	1974654.443	1092800.420	666.99	CUT "X"
CP 4	1974829.781	1092766.893	66.19	CUT "X"
BM 1	1974642.609	1092798.110	668.89	BOLT ON FIRE HYDRANT
BM 2	1974819.027	1092797.615	667.02	BOLT ON FIRE HYDRANT

**FLOOD PLAN INFORMATION:**

FEMA PANEL #: 17031C0208J  
EFFECTIVE DATE: August 19, 2008  
FEMA ZONE: X- THE SUBJECT PROPERTY IS NOT WITHIN THE 100 YEAR FLOOD ZONE

**DEVELOPER:**

WHO BREW, LLC  
CONTACT: CHRIS GEORGE  
PHONE: (847) 372-2586  
EMAIL: CHRISGEORGE@WHOBREWLLC.COM



FIRM LICENSE NO. 63620661



ENGINEER OF RECORD:  
NAME: MATTHEW STEVEN MILLER  
LICENSE NO. IL #PE 062 065164

PROJECT NUMBER: 104,074

REVISION:

**GENERAL CIVIL NOTES**

- THE GENERAL NOTES ON THE DRAWINGS ARE INTENDED TO SUPPLEMENT THE GENERAL CONDITIONS AND TECHNICAL SPECIFICATIONS. WHEN THE NOTES ON THE DRAWINGS CONFLICT WITH THE TECHNICAL REQUIREMENTS OUTLINED IN THE SPECIFICATIONS, THE MORE STRINGENT CRITERIA WILL GOVERN.
- CONSTRUCTION METHODS AND MATERIALS SHALL CONFORM TO THESE DRAWINGS, THE PROJECT TECHNICAL SPECIFICATIONS, AND THE APPLICABLE STANDARDS AND SPECIFICATIONS OF THE LOCAL AUTHORITY, UNLESS OTHERWISE NOTED.
- ALL TRAFFIC CONTROL SHALL BE IN CONFORMANCE WITH THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD). DURING CONSTRUCTION, ACCESS SHALL BE MAINTAINED FOR EMERGENCY VEHICLES AND LOCAL TRAFFIC. THE FIRE, POLICE AND AMBULANCE DEPARTMENTS, SCHOOL BUS COMPANIES AND POST OFFICE ARE TO BE NOTIFIED 48 HOURS PRIOR TO ANY ROAD CLOSINGS.
- THE EXISTING UTILITY LOCATIONS SHOWN ON THE PLANS ARE APPROXIMATE AND MAY NOT INCLUDE ALL UTILITIES PRESENT. THE CONTRACTOR SHALL BE RESPONSIBLE TO CALL THE STATE'S UTILITY LOCATE PHONE NUMBER AND COORDINATE FIELD LOCATION OF EXISTING UNDERGROUND UTILITIES PRIOR TO BEGINNING CONSTRUCTION ACTIVITIES. DURING CONSTRUCTION CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF EXISTING UTILITIES WHERE CONFLICTS MIGHT OCCUR WITH PROPOSED UTILITIES OR GRADING ACTIVITIES. IF A CONFLICT BECOMES APPARENT THE CONTRACTOR SHALL CONTACT ENGINEER FOR DIRECTION PRIOR TO COMMENCEMENT OF WORK. THE CONTRACTOR SHALL NOTIFY ALL THOSE UTILITY COMPANIES WHICH HAVE FACILITIES IN THE NEAR VICINITY OF THE CONSTRUCTION BEING PERFORMED.
- EXISTING UNDERGROUND UTILITIES IN THE VICINITY OF THE WORK TO BE DONE ARE INDICATED ON THE DRAWINGS ONLY TO THE EXTENT SUCH INFORMATION HAS BEEN MADE AVAILABLE OR DISCOVERED BY THE ENGINEER IN PREPARATION OF THE DRAWINGS. THERE IS NO GUARANTEE AS TO THE ACCURACY OR COMPLETENESS OF SUCH INFORMATION. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR LOCATING UNDERGROUND UTILITIES, INCLUDING SERVICE CONNECTIONS, IN ADVANCE OF CONSTRUCTION ACTIVITIES BY CONTACTING THE OWNERS THEREOF AND BY PROSPECTING. THE CONTRACTOR SHALL IMMEDIATELY INFORM THE OWNER AND ENGINEER IN WRITING OF ANY DISCREPANCIES WITH THE PLAN INFORMATION. ALL DAMAGE TO EXISTING UTILITIES, INCLUDING SERVICE CONNECTIONS, SHALL BE REPAIRED BY AND AT THE EXPENSE OF THE CONTRACTOR.
- THE CONTRACTOR SHALL NOT CHANGE OR DEViate FROM THE PLANS WITHOUT FIRST OBTAINING WRITTEN APPROVAL FROM THE OWNER AND ENGINEER.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS AND OWNER WILL PAY ALL FEES AS REQUIRED BY PERMITS FOR THIS CONSTRUCTION.
- ALL WORK WITHIN ROAD RIGHT OF WAY SHALL CONFORM TO EITHER THE LOCAL JURISDICTION OR THE STATE DEPARTMENT OF TRANSPORTATION REQUIREMENTS; WHICH EVER IS APPLICABLE.
- ALL TRENCHES CROSSING THROUGH PAVED AREAS OR AREAS TO BE PAVED SHALL BE BACKFILLED FULL DEPTH WITH COMPACTED CRUSHED STONE MATERIAL AS PER PROJECT DETAILS AND SPECIFICATIONS.
- ALL WORK AND MATERIALS SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE OWNER OR THE OWNER'S REPRESENTATIVE.
- ANY ESTIMATES OF QUANTITIES ARE FOR INFORMATIONAL PURPOSES ONLY. CONTRACTOR AND SUBCONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING ALL QUANTITIES. CONTRACTOR SHALL PROVIDE ALL WORK AND MATERIALS SHOWN ON PLANS.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR KEEPING THE PUBLIC STREETS IN THE VICINITY OF THE JOB CLEAN AND FREE OF ROCKS, SOIL AND DEBRIS.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE RESTORATION OF THE RIGHT OF WAY AND FOR DAMAGED IMPROVEMENTS SUCH AS CURBS, SIDEWALKS, STREET LIGHT AND TRAFFIC SIGNAL JUNCTION BOXES, TRAFFIC SIGNAL LOOP WIRING, SIGNAL POLES AND ETC. DAMAGED IMPROVEMENTS SHALL BE REPAIRED IN CONFORMANCE WITH THE LATEST CITY AND STATE REGULATIONS AND TO THEIR SATISFACTION.
- THE CONTRACTOR SHALL BE RESPONSIBLE TO CONTROL EROSION AND SILTATION DURING ALL PHASES OF CONSTRUCTION AS OUTLINED IN THE EROSION CONTROL PLAN AND THE STORM WATER POLLUTION PREVENTION PLAN (SWPPP), IF APPLICABLE. EROSION CONTROL PROCEDURES SHALL BE IN PLACE PRIOR TO GRADING ACTIVITIES.
- THE CONTRACTOR SHALL CLEAN OUT ALL INLETS, PIPES AND MANHOLES OF DEBRIS AND SEDIMENTATION AT THE COMPLETION OF SITE WORK. THIS WORK SHALL BE DONE TO THE SATISFACTION OF THE OWNER AND LOCAL JURISDICTION.
- THE CONTRACTOR IS RESPONSIBLE FOR PROTECTION OF ALL PROPERTY CORNERS. ANY PROPERTY CORNERS DISTURBED OR DAMAGED BY CONSTRUCTION ACTIVITIES SHALL BE RESET BY A PROFESSIONAL LAND SURVEYOR LICENSED IN THE STATE IN WHICH THE PROJECT IS LOCATED, AT THE CONTRACTOR'S EXPENSE.
- THE CONTRACTOR SHALL HAVE ONE (1) SIGNED COPY OF THE APPROVED PLANS, AND ONE (1) COPY OF THE APPROPRIATE DESIGN AND CONSTRUCTION STANDARDS AND SPECIFICATIONS AT THE SITE AT ALL TIMES.
- THE CONTRACTOR IS OBLIGATED TO INSPECT FOR EXISTING CONDITIONS AND/OR INSTALLATIONS AND AVAILABLE INFORMATION PRIOR TO SUBMITTING A BID. NO EXTRA COSTS WILL BE PAID TO THE CONTRACTOR DUE TO UNANTICIPATED EXISTING CONDITIONS AND/OR INSTALLATIONS. ANY DESIGN, ADDITIONAL WORK, FEES OR EXTRA COST TO THE CONTRACTOR CAUSED BY OR RESULTING FROM DAMAGE TO OR MODIFICATION OF EXISTING INSTALLATIONS BY THE CONTRACTOR OR AFFECTED UTILITY COMPANY SHALL NOT CONSTITUTE A CLAIM FOR EXTRA WORK, ADDITIONAL PAYMENT OR DAMAGES.

**DEMOLITION NOTES**

**JOB CONDITIONS**

- THE OWNER ASSUMES NO RESPONSIBILITY FOR THE ACTUAL CONDITION OF ANY STRUCTURES TO BE DEMOLISHED.
- ITEMS OF SALVAGEABLE VALUE TO THE CONTRACTOR MAY BE REMOVED FROM THE PROJECT SITE AT THE APPROVAL OF THE OWNER. TRANSPORT THE SALVAGED ITEMS FROM THE SITE AS THEY ARE REMOVED.
- THE USE OF EXPLOSIVES WILL NOT BE PERMITTED ON THIS PROJECT.
- THE CONTRACTOR SHALL CONDUCT THE DEMOLITION OPERATIONS AND REMOVAL OF DEBRIS TO ENSURE MINIMUM INTERFERENCE WITH ROADS, STREETS, WALKS AND OTHER ADJACENT OCCUPIED AND USED FACILITIES.
- THE CONTRACTOR SHALL INSURE SAFE PASSAGE OF PERSONS AROUND THE DEMOLITION AREA. CONDUCT OPERATIONS TO PREVENT DAMAGE TO ADJACENT BUILDING STRUCTURES AND OTHER FACILITIES THAT ARE TO REMAIN; AND INJURY TO PERSONS.
- PROVIDE INTERNAL AND EXTERNAL SHORING, BRACING OR SUPPORT TO PREVENT MOVEMENT, SETTLEMENT OR COLLAPSE OF ANY STRUCTURES TO BE DEMOLISHED AND ANY ADJACENT FACILITIES TO REMAIN.
- MAINTAIN EXISTING UTILITIES INDICATED TO STAY IN SERVICE AND PROTECT AGAINST DAMAGE DURING DEMOLITION OPERATIONS. DISCONNECT ALL UTILITIES SERVING ANY STRUCTURES TO BE DEMOLISHED, PRIOR TO START OF DEMOLITION WORK.

**DEMOLITION**

- POLLUTION CONTROLS: USE WATER SPRINKLING, TEMPORARY ENCLOSURES AND OTHER SUITABLE METHODS TO LIMIT DUST AND DIRT RISING AND SCATTERING IN AIR. COMPLY WITH GOVERNMENT REGULATIONS PERTAINING TO ENVIRONMENTAL PROTECTION.
- CLEAN ADJACENT STRUCTURES AND IMPROVEMENTS OF DUST, DIRT AND DEBRIS CAUSED BY DEMOLITION OPERATIONS. RETURN ADJACENT AREAS TO CONDITIONS AS THEY EXIST PRIOR TO START OF WORK.
- BREAK UP AND REMOVE CONCRETE SLABS ON GRADE, UNLESS OTHERWISE SHOWN TO REMAIN.
- BELOW-GRADE CONSTRUCTION: DEMOLISH FOUNDATION WALLS AND OTHER BELOW GRADE CONSTRUCTION INCLUDING CONCRETE SLABS, TO A DEPTH OF NOT LESS THAN 12" BELOW THE LOWEST FOUNDATION LEVEL.
- FILLING VOIDS: COMPLETELY FILL BELOW-GRADE AREAS AND VOIDS RESULTING FROM DEMOLITION AS OUTLINED BELOW.
- USE SATISFACTORY SOIL MATERIALS AS DEFINED IN THE GEOTECHNICAL ENGINEERING REPORT, IF AVAILABLE. CONSISTING OF STONE, GRAVEL AND SAND, FREE FROM DEBRIS, TRASH, FROZEN MATERIALS, ROOTS AND OTHER ORGANIC MATTER.
- PRIOR TO PLACEMENT OF FILL MATERIAL, ENSURE THAT AREAS TO BE FILLED ARE FREE OF STANDING WATER, FROST OR FROZEN MATERIAL, TRASH AND DEBRIS.
- PLACE FILL MATERIAL IN HORIZONTAL LAYERS AT DEPTHS AND MOISTURE CONTENTS AS RECOMMENDED BY THE GEOTECHNICAL ENGINEERING REPORT, IF AVAILABLE.
- AFTER FILL PLACEMENT AND COMPACTION, GRADE THE SURFACE TO MEET ADJACENT CONTOURS AND TO PROVIDE FLOW TO SURFACE STRUCTURES.
- ALL TREES INDICATED TO BE REMOVED SHALL BE REMOVED IN ACCORDANCE WITH THE STATE PARKS AND WILDLIFE'S WILD HABITAT ASSESSMENT PROGRAM FOR THE SITE PER PROJECT SPECIFICATIONS. TREES ON THE SITE MAY BE SAFELY REMOVED FROM NOVEMBER 1 THROUGH MARCH 31, IF ANY TREES NEED TO BE REMOVED OUTSIDE OF THIS TIMEFRAME, CONTRACTOR SHALL FOLLOW BEST PRACTICES AS PRESCRIBED BY THE US FISH AND WILDLIFE SERVICE TO PRESERVE THE HABITAT OF ANY ENDANGERED SPECIES POTENTIALLY PRESENT ON SITE.

**DISPOSAL OF DEMOLISHED MATERIALS**

- REMOVE FROM SITE ACCUMULATED VEGETATION, DEBRIS, RUBBISH AND OTHER MATERIAL RESULTING FROM THE DEMOLITION OPERATION.
- BURNINGS OF COMBUSTIBLE MATERIALS FROM DEMOLISHED STRUCTURES AND VEGETATION WILL NOT BE PERMITTED ON SITE.
- REMOVAL: TRANSPORT MATERIALS REMOVED FROM DEMOLISHED STRUCTURES, VEGETATION, PAVEMENT AND BASE ROCK AND LEGALLY DISPOSE OFF SITE.

**PROTECTION OF EXISTING STRUCTURES AND VEGETATION**

- CONTRACTOR SHALL INSTALL 6" STEEL FENCE POSTS, DRIVEN 18" INTO THE GROUND, AT 10' ON CENTER AT TREE DRIP LINES AND INSTALL 4" TENAX ORANGE WARNING BARRIER OR EQUAL, ATTACHED AS RECOMMENDED BY THE MANUFACTURER, TO PROTECT EXISTING TREES DURING CONSTRUCTION. CONTRACTOR SHALL REMOVE POSTS AND FENCE FABRIC AFTER ALL CONSTRUCTION IS COMPLETE.

**SEDIMENT & EROSION CONTROL NOTES**

- THE EROSION CONTROL PLAN SHOWS THE LOCATION AND DETAILS FOR PRIMARY EROSION CONTROLS TO BE CONSTRUCTED. THE CONTRACTOR IS RESPONSIBLE FOR CONTROLLING EROSION AND DISCHARGE OF SEDIMENT FROM THE SITE AT ALL TIMES DURING CONSTRUCTION. THE CONTRACTOR SHALL PROVIDE NECESSARY MEASURES DURING ALL PHASES OF HIS OPERATIONS REGARDLESS OF WHETHER THEY ARE SPECIFICALLY NOTED ON THE EROSION CONTROL PLAN AND SHALL MAINTAIN AND REPLACE CONTROLS AS NECESSARY DURING THE COURSE OF HIS OPERATIONS.
- INITIAL SEDIMENT CONTROLS SHOWN ON THE EROSION CONTROL PLAN MUST BE INSTALLED PRIOR TO ANY OTHER WORK.
- THE CONTRACTOR SHALL CLEAN ALL STREETS BOTH INTERIOR AND ADJACENT TO THE SITE, AS NEEDED AFTER EACH RAINFALL AND AT THE END OF CONSTRUCTION.
- THE CONTRACTOR IS RESPONSIBLE FOR CONTROLLING DUST DURING CONSTRUCTION AND SHALL WATER CONSTRUCTION AREAS WHENEVER CONDITIONS WARRANT.
- THE CONTRACTOR IS RESPONSIBLE FOR CLEANING SILT FROM STORM DRAINS, INLETS, CULVERTS, ETC. PRIOR TO APPROVAL OF CONSTRUCTION.
- ALL DISTURBED AREAS NOT RECEIVING OTHER PERMANENT STABILIZATION SUCH AS PAVEMENT, ROOFS, SOD AND ETC., SHALL BE SEEDED AND MULCHED, AS PER THE PROJECT SPECIFICATIONS BEFORE TEMPORARY SEDIMENT CONTROLS CAN BE REMOVED AND PRIOR TO FINAL APPROVAL OF CONSTRUCTION.
- IF APPLICABLE THE CONTRACTOR SHALL CONFORM TO ALL REQUIREMENTS AS PUT FORTH IN THE STORM WATER POLLUTION PREVENTION PLAN (SWPPP). THE SWPPP SHALL BE CONSIDERED AS A STARTING POINT FOR SEDIMENT AND EROSION CONTROLS AND THE CONTRACTOR WILL BE RESPONSIBLE FOR REVISING AND UPDATING EROSION CONTROLS AS SITE CONDITIONS CHANGE DURING THE COURSE OF CONSTRUCTION.

**UTILITY CONSTRUCTION NOTES**

- THE EXISTING UTILITY LOCATIONS SHOWN ON THE PLANS ARE APPROXIMATE AND MAY NOT INCLUDE ALL UTILITIES PRESENT. THE CONTRACTOR SHALL BE RESPONSIBLE TO CALL THE STATE'S UTILITY LOCATE PHONE NUMBER AND COORDINATE FIELD LOCATION OF EXISTING UNDERGROUND UTILITIES PRIOR TO BEGINNING UTILITY CONSTRUCTION ACTIVITIES. DURING CONSTRUCTION CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF EXISTING UTILITIES WHERE CONFLICTS MIGHT OCCUR WITH PROPOSED UTILITIES. IF A CONFLICT BECOMES APPARENT THE CONTRACTOR SHALL CONTACT ENGINEER FOR DIRECTION PRIOR TO COMMENCEMENT OF WORK. THE CONTRACTOR SHALL NOTIFY ALL THOSE UTILITY COMPANIES WHICH HAVE FACILITIES IN THE NEAR VICINITY OF THE CONSTRUCTION BEING PERFORMED.
- ALL TRENCHES CROSSING PAVED AREAS OR AREAS TO BE PAVED SHALL BE BACKFILLED FULL DEPTH WITH COMPACTED BEDDING MATERIAL IN CONFORMANCE WITH PROJECT DETAILS AND SPECIFICATIONS.
- ALL UTILITY CONSTRUCTION AND MATERIALS SHALL BE IN CONFORMANCE WITH CITY AND LOCAL FIRE DEPARTMENT REQUIREMENTS AND STANDARD PLANS AND SPECIFICATIONS.
- THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL PERMITS NOT OBTAINED BY THE OWNER.
- INSTALL TRACER WIRE WITH ALL SANITARY SEWER AND POTABLE WATER UTILITIES AS REQUIRED. CONNECT TRACER WIRE TO EXISTING TRACER WIRE AND STUB UP END OF THE TRACER WIRE AT THE ENDS OF RUNS IN ACCORDANCE WITH UTILITY OWNER'S SPECIFICATIONS.
- ALL HDPE PIPE JOINTS AND FITTINGS SHALL BE ADS N-12 OR EQUAL. INSTALL PER MANUFACTURER'S SPECIFICATIONS.
- COORDINATE THE INSTALLATION OF THE STORM SEWER WITH THE INSTALLATION OF THE POTABLE WATER, COMMUNICATION, ELECTRIC AND SANITARY SEWER TO AVOID CONFLICTS.
- EARTHWORK SHALL BE PLACED TO FINISH GRADE IN THE IMMEDIATE AREA OF UTILITIES PRIOR TO CONSTRUCTION OF UTILITIES TO INSURE PROPER DEPTH OF COVER FOR UTILITIES.
- ALL MATERIALS TO BE SUPPLIED AND LABOR TO BE DONE BY CONTRACTOR SHALL BE COMPLETED AS A PART OF THIS WORK, UNLESS STATED OTHERWISE.
- ALL UTILITY SERVICE LINES SHALL BE KEPT IN SERVICE AND PROTECTED DURING CONSTRUCTION OPERATIONS. THE DRAWINGS INDICATE THE LOCATION OF KNOWN EXISTING UTILITY SERVICE LINES AS COLLID BE DETERMINED.
- ANY RELOCATION OF UTILITY SERVICE LINES THAT ARE REQUIRED TO COMPLETE THE PROJECT IS TO BE COMPLETED BY THE CONTRACTOR AT THE CONTRACTOR'S EXPENSE AND IS TO BE CONSIDERED SUBSIDIARY TO OTHER PROJECT COSTS.
- ALL WATER, SEWER, FIBER OPTIC CABLE, GAS SERVICE AND OTHER UTILITY REQUIREMENTS SHALL BE COORDINATED WITH THE APPROPRIATE LOCAL UTILITY PROVIDERS PRIOR TO INSTALLATION. ALL COSTS ASSOCIATED WITH THE WATER, SEWER, FIBER OPTIC CABLE, GAS SERVICE ENTRANCE AND OTHER UTILITY REQUIREMENTS SHALL BE BORNE BY THE CONTRACTOR, INCLUDING THOSE COSTS, IF ANY, FROM THE LOCAL UTILITY PROVIDERS AND INCLUDE ALL COSTS ASSOCIATED WITH WORK PERFORMED BY THE LOCAL UTILITY PROVIDERS AND CONNECTION FEES INTO THEIR BID.

**SITE GRADING NOTES**

- THE EXISTING UTILITY LOCATIONS SHOWN ON THE PLANS ARE APPROXIMATE AND MAY NOT INCLUDE ALL UTILITIES PRESENT. THE CONTRACTOR SHALL BE RESPONSIBLE TO CALL THE STATE'S UTILITY LOCATE PHONE NUMBER AND COORDINATE FIELD LOCATION OF EXISTING UNDERGROUND UTILITIES PRIOR TO BEGINNING SITE GRADING ACTIVITIES. DURING GRADING ACTIVITIES THE CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF EXISTING UTILITIES WHERE CONFLICTS MIGHT OCCUR. IF A CONFLICT BECOMES APPARENT THE CONTRACTOR SHALL CONTACT ENGINEER FOR DIRECTION. PRIOR TO COMMENCEMENT OF WORK, THE CONTRACTOR SHALL NOTIFY ALL THOSE UTILITY COMPANIES WHICH HAVE FACILITIES IN THE NEAR VICINITY OF THE CONSTRUCTION BEING PERFORMED.
- CONTRACTOR SHALL USE CAUTION AROUND ALL EXISTING UTILITIES LOCATED ON SITE. CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIRS OF SUCH STRUCTURES WHEN BROKEN OR OTHERWISE DAMAGED BY CONSTRUCTION.
- SEDIMENT AND EROSION CONTROLS IN CONFORMANCE WITH THE EROSION CONTROL PLAN AND THE APPLICABLE SPECIFICATIONS SHALL BE INSTALLED PRIOR TO COMMENCEMENT OF SITE GRADING ACTIVITIES.
- CONTRACTOR SHALL STRIP THE TOPSOIL FROM ALL AREAS TO BE DISTURBED AND STOCKPILE IT IN A LOCATION CHOSEN BY THE OWNER PRIOR TO BEGINNING SITE GRADING. OWNER SHALL BE CONTACTED TO DETERMINE WHAT SHALL BE DONE WITH EXCESS TOPSOIL. PROPER DRAINAGE OF THE STOCKPILES SHALL BE MAINTAINED.
- THE SUBGRADE FOR THE PROJECT SITE SHALL BE COMPACTED TO 95% STANDARD PROCTOR AS DETERMINED BY ASTM-D698. COMPACTION SHALL BE ACCOMPLISHED AT MOISTURE CONTENTS AS SPECIFIED IN THE GEOTECHNICAL ENGINEER'S REPORT. ALL SOFT AREAS FOUND DURING COMPACTION SHALL BE REMEDIATED IN CONFORMANCE WITH THE GEOTECHNICAL ENGINEERING REPORT, IF AVAILABLE.
- STONES OR BOULDERS MEASURING GREATER THAN 12" IN ANY DIMENSION SHALL NOT BE PLACED IN THE UPPER 3 FEET OF THE FILL. IN STUMP HOLES, AROUND PIPE AND STRUCTURES AND IN OTHER RESTRICTED AREAS WHERE IT IS NOT PRACTICAL TO USE A ROLLER, THE MATERIAL SHALL BE COMPACTED BY HAND.
- CONTRACTOR IS RESPONSIBLE FOR ADDRESSING AND CORRECTING UNSUITABLE SOIL CONDITIONS RELATED TO WET SOILS AND OTHER CONDITIONS. THE UNSUITABLE CONDITIONS MUST BE CORRECTED IN ACCORDANCE WITH THE GEOTECHNICAL ENGINEERING REPORT, IF AVAILABLE, TO MEET PROJECT NEEDS.
- CONTRACTOR SHALL NOTIFY THE OWNERS OR THEIR REPRESENTATIVE FOR INSPECTION PRIOR TO PLACEMENT OF CRUSHED STONE BASE AND ALSO PRIOR TO PLACEMENT OF PAVEMENT MATERIALS.
- THE CONTOURS, SPOT ELEVATIONS AND BUILDING FLOOR ELEVATIONS SHOWN ARE TO FINISH GRADE FOR SURFACE OF PAVEMENT, TOP OF SIDEWALKS AND CURBS, TOP OF FLOOR SLABS ETC. REFER TO TYPICAL SECTIONS FOR PAVING, SLAB AND AGGREGATE BASE THICKNESS TO DEDUCT FOR GRADING LINE ELEVATIONS.
- CONTRACTOR SHALL FINISH GRADE EARTH SLOPES AS SHOWN TO NO STEEPER THAN 1 FOOT VERTICAL TO 3 FEET HORIZONTAL.
- CONTRACTOR SHALL GRADE LANDSCAPED AREAS AT A MINIMUM OF 1% TO PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDINGS AND SIDEWALKS WHEN FINISH LANDSCAPE MATERIALS ARE IN PLACE.
- CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING ALL EARTHWORK QUANTITIES. CONTRACTOR SHALL PROVIDE ALL WORK AND MATERIALS AS SHOWN ON THE PLANS. NO EXTRA PAYMENT WILL BE MADE FOR OBTAINING FILL MATERIAL FROM OFF-SITE AREAS REQUIRED TO CONSTRUCT FILL TO THE LINES AND GRADES INDICATED ON THE DRAWINGS.
- NO CLASSIFICATION OF EXCAVATED MATERIALS WILL BE MADE UNLESS OTHERWISE SPECIFIED IN THE PROJECT DOCUMENTS. EXCAVATION WORK SHALL INCLUDE THE REMOVAL AND SUBSEQUENT HANDLING OF ALL MATERIALS EXCAVATED OR OTHERWISE REMOVED FOR THE PERFORMANCE OF THE WORK, REGARDLESS OF TYPE, CHARACTER, COMPOSITION OR CONDITION THEREOF. NO ADDITIONAL PAYMENT WILL BE MADE FOR ROCK EXCAVATIONS UNLESS OTHERWISE SPECIFIED IN THE PROJECT DOCUMENTS. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR DETERMINING THE AMOUNT OF ROCK EXCAVATION, IF ANY, TO BE INCLUDED IN HIS BID.
- ALL DISTURBED AREAS, NOT RECEIVING PERMANENT STABILIZATION, SHALL HAVE 4" OF TOPSOIL REPLACED, TO LEAVE A SMOOTH SEEDBED SUITABLE TO RECEIVE SEED. SURFACE ROCK 1-1/2" OR GREATER IN ANY DIMENSION SHALL BE REMOVED FROM ALL FINISH GRADED AREAS. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL SEEDING WORK.
- THE CONTRACTOR SHALL GRADE ALL AREAS DISTURBED DURING THE COMPLETION OF THIS PROJECT TO PREVENT PONDING OR EROSION ON THIS SITE OR ADJACENT UNDISTURBED AREAS.
- ALL ITEMS REMOVED SHALL BE DISPOSED OFF SITE BY THE CONTRACTOR IN ACCORDANCE WITH REQUIREMENTS OF LOCAL AUTHORITIES.
- PRIOR TO MOVING OFF THE PROJECT SITE, THE CONTRACTOR SHALL NOTIFY THE ENGINEER TO MAKE A FINAL REVIEW OF THE CONSTRUCTION SITE.
- IN THE EVENT THAT BLASTING IS PERMITTED ON THE PROJECT, THE CONTRACTOR SHALL COMPLY WITH ALL LAWS, ORDINANCES, APPLICABLE SAFETY CODE REQUIREMENTS AND REGULATIONS RELATIVE TO THE HANDLING, STORAGE AND USE OF EXPLOSIVES AND THE PROTECTION OF LIFE AND PROPERTY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DAMAGE CAUSED BY HIS BLASTING OPERATIONS.

**SAFETY NOTICE TO CONTRACTOR**

- IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS OF THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.
- THE DUTY OF THE ENGINEER OR OWNER TO CONDUCT CONSTRUCTION REVIEW OF THE CONTRACTOR'S PERFORMANCE IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTOR'S SAFETY MEASURES, IN, ON OR NEAR THE CONSTRUCTION SITE.

**UTILITY DISCLAIMER**

- INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF UNDERGROUND AND OTHER UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO TYPE AND LOCATION OF UNDERGROUND AND OTHER UTILITIES AS MAY BE NECESSARY TO AVOID DAMAGE THERETO.

**USE OF CONSTRUCTION DOCUMENTS**

- DRAWINGS AND SPECIFICATIONS ARE PROVIDED AS A SERVICE. DRAWINGS AND SPECIFICATIONS ARE NOT INTENDED FOR USE ON OTHER PROJECTS AT THIS SITE OR OTHER SITES WITHOUT WRITTEN APPROVAL OF THE ENGINEER.
- DRAWING REPRODUCTION AND SCALING MAY ALTER THE INDICATED GRAPHIC SCALES.

7 BREW COFFEE  
MOUNT PROSPECT, IL 02  
201 E EUCLID AVE  
MOUNT PROSPECT, IL 60056

**C0.1**  
GENERAL NOTES

DATE: APRIL 14, 2026



FIRM LICENSE NO. 63620661



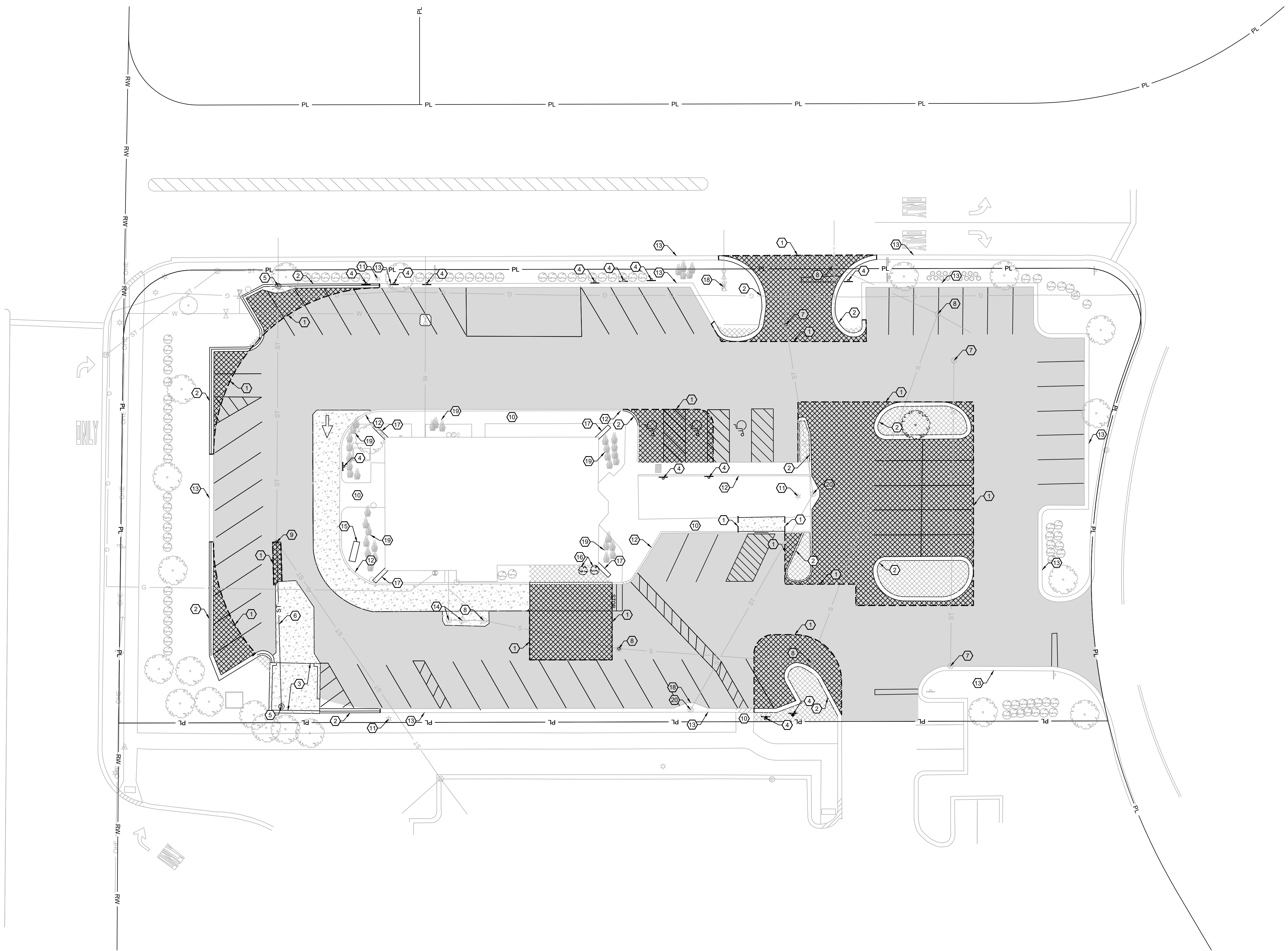
ENGINEER OF RECORD:  
NAME: MATTHEW STEVEN MILLER  
LICENSE NO. IL #PE 062 065164

PROJECT NUMBER: 104.074  
REVISION:

7 BREW COFFEE  
**MOUNT PROSPECT, IL 02**  
201 E EUCLID AVE  
MOUNT PROSPECT, IL 60056

**C1.1**  
DEMOLITION PLAN

DATE: APRIL 14, 2026

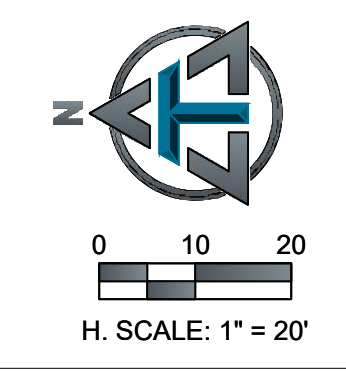


**HATCH LEGEND:**

	REMOVE 7,247 S.F. ± OF ASPHALT PAVEMENT.
	1.5-INCH MILL AND OVERLAY 27,494 S.F. ± OF ASPHALT PAVEMENT.
	REMOVE 2,016 S.F. ± OF CONCRETE AREA.
	REMOVE 1,367 S.F. ± OF LANDSCAPE AREA.

- KEY NOTES:**
- 1 SAW CUT CLEAN EDGE FOR REMOVAL. PROTECT EDGE OF PAVEMENT DURING CONSTRUCTION.
  - 2 REMOVE 558 L.F. ± OF CONCRETE CURB.
  - 3 REMOVE TRASH ENCLOSURE, BOLLARD(S), & FOUNDATION.
  - 4 REMOVE SIGN, POST, & FOUNDATION.
  - 5 REMOVE STORMWATER INLET.
  - 6 REMOVE 60 L.F. ± OF 12-INCH RCP STORM LINE.
  - 7 EXISTING AREA INLET, DO NOT DISTURB.
  - 8 EXISTING SANITARY MANHOLE, DO NOT DISTURB.
  - 9 EXISTING STORMWATER MANHOLE, DO NOT DISTURB.
  - 10 EXISTING SIDEWALK, DO NOT DISTURB.
  - 11 EXISTING LIGHT POLE WITH CONCRETE BASE, DO NOT DISTURB.
  - 12 EXISTING CONCRETE CURB, DO NOT DISTURB.
  - 13 EXISTING CONCRETE CURB & GUTTER, DO NOT DISTURB.
  - 14 EXISTING GREASE INTERCEPTOR, DO NOT DISTURB.
  - 15 REMOVE MENU SIGN AND FOUNDATION.
  - 16 REMOVE SHRUBS.
  - 17 REMOVE BUILDING WING WALLS. SEE ARCHITECTURAL PLANS.

- 18 EXISTING FIRE HYDRANT, DO NOT DISTURB.
- 19 EXISTING PLANTINGS, DO NOT DISTURB.
- 20 EXISTING COMBINATION INLET, DO NOT DISTURB.



**TOTH & ASSOCIATES**  
1500 E. REPUBLIC ROAD  
SPRINGFIELD, MO 65804  
Ph: 417-888-0645 Fax: 417-888-0657  
www.tothassociates.com  
IL# 63620661  
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ENGINEER OF RECORD:  
NAME: MATTHEW STEVEN MILLER  
LICENSE NO. IL #PE 062 065164

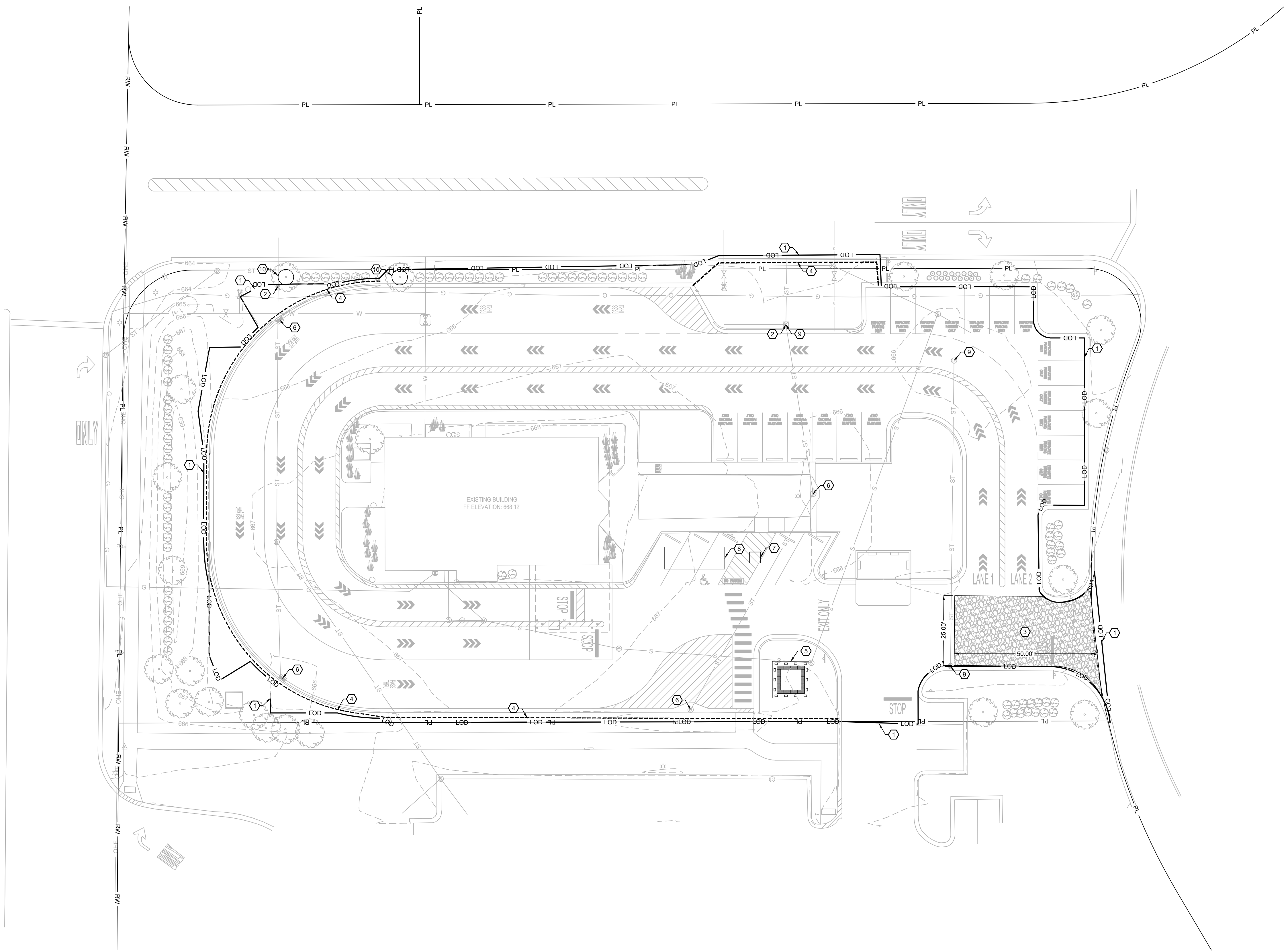
PROJECT NUMBER: 104.074  
REVISION:

7 BREW COFFEE  
**MOUNT PROSPECT, IL 02**  
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**C1.2**

EROSION CONTROL PLAN

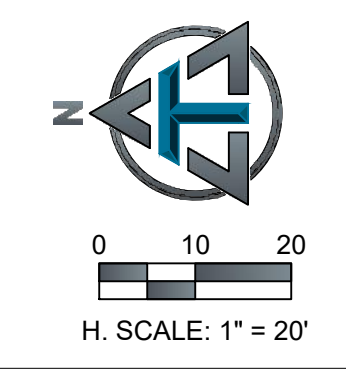
DATE: APRIL 14, 2026



**KEY NOTES:**

- ① LIMITS OF DISTURBANCE = 0.88 ACRES.
- ② PROPOSED OUTFALL.
- ③ TEMPORARY CONSTRUCTION ENTRANCE PER DETAIL 1.01, SHEET C7.1.
- ④ 474 L.F. ± OF COMPOST FILTER SOCK PER DETAIL 1.02, SHEET C7.1.
- ⑤ TEMPORARY CONCRETE WASHOUT PER DETAIL IUM-654BW, SHEET C7.2. LOCATION SHOWN IS APPROXIMATE.
- ⑥ INLET DROP IN PROTECTION PER DETAIL IUM-561D, SHEET C7.2.
- ⑦ PORTABLE RESTROOM. LOCATION SHOWN IS APPROXIMATE.
- ⑧ TEMPORARY ROLL-OFF DUMPSTER. LOCATION SHOWN IS APPROXIMATE.
- ⑨ INLET PROTECTION PER DETAIL IUM-562, SHEET C7.2.
- ⑩ TREE PROTECTION FENCING PER DETAIL 1.06, SHEET C7.1.

PHASING TABLE:		
PHASE	CONSTRUCTION ACTIVITIES	BEST MANAGEMENT PRACTICES INSTALLED
PHASE 1 (PRE - CONSTRUCTION)	INSTALLATION OF PRE-CON BMP'S	- TREE PROTECTION - CONSTRUCTION ENTRANCE - PERIMETER CONTROL (SILT SOCK)
PHASE 2	CLEARING	- RETAIN TOPSOIL - STOCK PILE PROTECTION - DUST CONTROL
PHASE 3	CONSTRUCTION	- CONCRETE WASHOUT PIT - CONSTRUCTION ENTRANCE - TEMPORARY SEEDING
PHASE 4 (FINAL STABILIZATION)	FINAL STABILIZATION OF ALL DISTURBED AREAS	- HYDROSEED - SEED / STRAW



FIRM LICENSE NO. 63620661



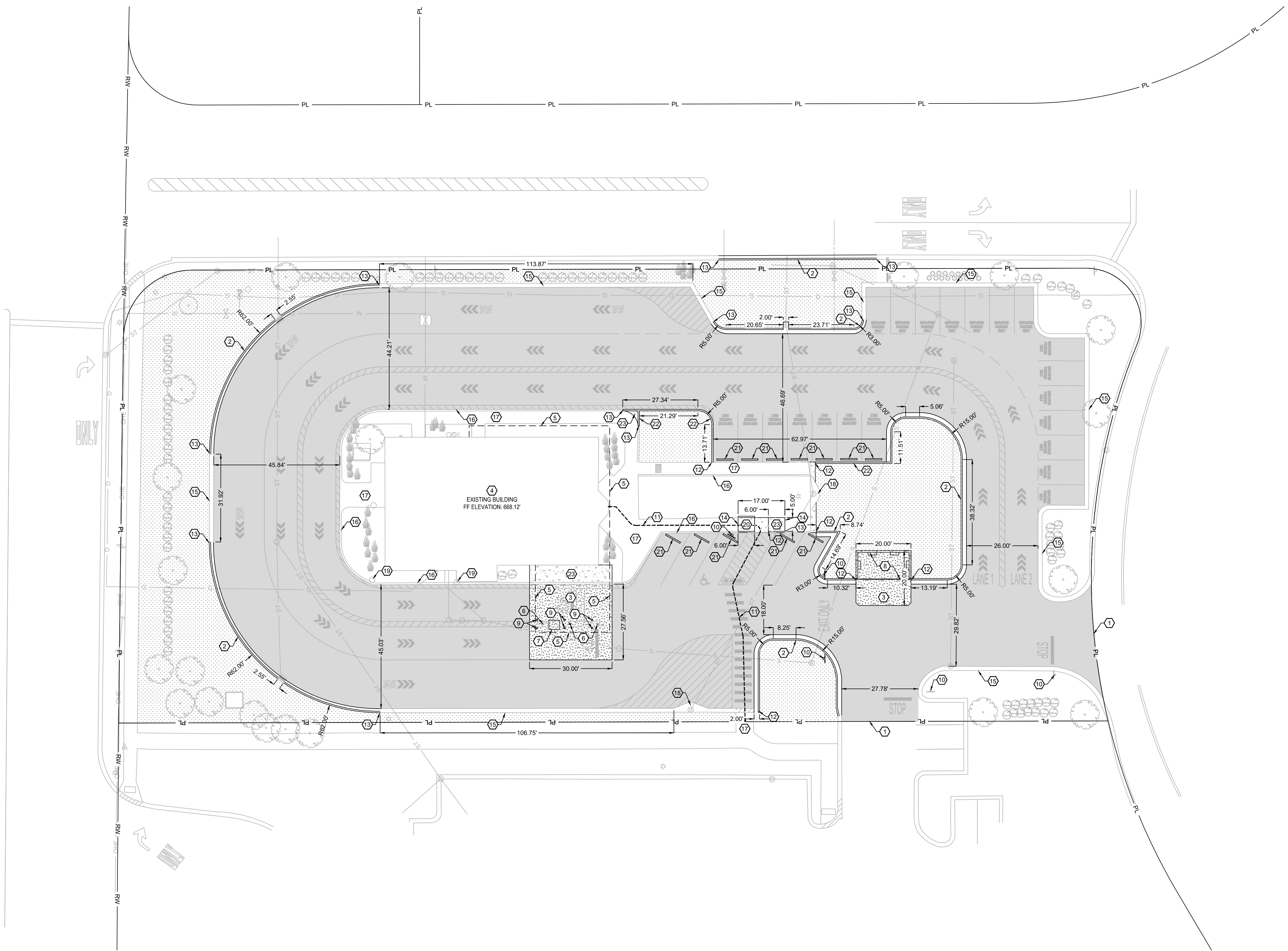
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LICENSE NO. IL #PE 062 065164

PROJECT NUMBER: 104.074  
REVISION:

7 BREW COFFEE  
**MOUNT PROSPECT, IL 02**  
201 E EUCLID AVE  
MOUNT PROSPECT, IL 60056

**C2.1**  
SITE PLAN

DATE: APRIL 14, 2026



**HATCH LEGEND:**

- = 1.5-INCH MILL AND OVERLAY ASPHALT PAVEMENT.
- = CONCRETE SIDEWALK PER SIDEWALK DETAIL 2.02, SHEET C7.1.
- = CONCRETE PAVEMENT PER CONCRETE PAVEMENT DETAIL 2.03 AND 2.08, SHEET C7.1.
- = LANDSCAPE AREA REFER TO LANDSCAPE PLAN.

- KEY NOTES:**
- ① MATCH EXISTING PAVEMENT.
  - ② CONCRETE CURB & GUTTER PER DETAIL 2.01, SHEET C7.1.
  - ③ CONCRETE PAVEMENT PER CONCRETE PAVEMENT DETAILS 2.03 & 2.08, SHEET C7.1.
  - ④ BUILDING FOOTPRINT. SEE ARCHITECTURAL PLANS.
  - ⑤ BUILDING CANOPY OUTLINE. SEE ARCHITECTURAL PLANS.
  - ⑥ CANOPY COLUMN LOCATION, TYPICAL.
  - ⑦ CANVAS CRAFT WARMING HUT. SEE ARCHITECTURAL PLANS.
  - ⑧ TRASH ENCLOSURE AND GATE, PER ARCHITECTURAL PLANS.
  - ⑨ 3" PIPE BOLLARD, TYPICAL PER DETAIL 2.09, SHEET C7.1.
  - ⑩ SIGN. SEE SHEET C6.1.
  - ⑪ ACCESSIBLE PATH FROM PUBLIC WAY AND PARKING TO BUILDING.
  - ⑫ CURB TRANSITION PER DETAIL 2.15, SHEET C7.1.
  - ⑬ CONNECT TO EXISTING CURB.
  - ⑭ CONNECT TO EXISTING SIDEWALK.
  - ⑮ EXISTING CURB AND GUTTER, DO NOT DISTURB.
  - ⑯ EXISTING CURB, DO NOT DISTURB.
  - ⑰ EXISTING SIDEWALK, DO NOT DISTURB.
  - ⑱ EXISTING CONCRETE, DO NOT DISTURB.
  - ⑲ EXISTING BOLLARD, DO NOT DISTURB.
  - ⑳ TYPE 4 ADA CURB RAMP PER DETAIL 2.14, SHEET C7.1.
  - ㉑ CONCRETE WHEEL STOP PER DETAIL 2.16, SHEET C7.1.
  - ㉒ CONCRETE CURB PER DETAIL 2.10, SHEET C7.1.
  - ㉓ SIDEWALK PER DETAIL 2.02, SHEET C7.1.

**PROPOSED USE:**  
RESTAURANT WITH DRIVE THRU.

**ZONING:**  
ZONING DISTRICT: B3 COMMUNITY SHOPPING

**PARKING REQUIREMENTS:**  
REQUIRED: 12 SPACES PER 1,000 S.F. G.F.A. = 46 STALLS.  
PROVIDED: 26 STALLS, 25 STANDARD AND 1 ADA.

**DRIVE-THRU QUEUE STACKING REQUIREMENTS:**  
REQUIRED: 10 SPACES.  
PROVIDED: 48 SPACES TOTAL.  
LANE 1: 22 SPACES.  
LANE 2: 26 SPACES.

**STORMWATER NOTES:**  
PRE-PROJECT IMPERVIOUS AREA = ± 44,950 S.F.  
PRE-PROJECT PERVIOUS AREA = ± 13,921 S.F.  
TOTAL = ± 58,871 S.F.  
POST-PROJECT IMPERVIOUS AREA = ± 43,782 S.F.  
POST-PROJECT PERVIOUS AREA = ± 15,399 S.F.  
TOTAL = ± 58,871 S.F.

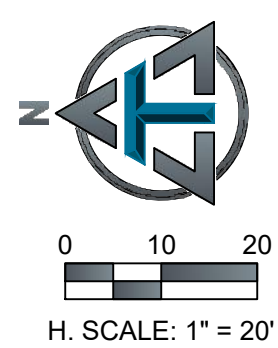
**NOTES:**  
IMPERVIOUS AND PERVIOUS SURFACE CALCULATIONS ARE BOUNDED BY THE PROPERTY LINE.

**BUILDING AND LOT DATA:**

PROJECT FOOTPRINT	58,871 S.F.	=	1.35 ACRES
EXISTING BUILDING, COOLER, AND PUBLIC RESTROOM (1 STORY) - RESTAURANT		=	3,813 S.F.
OVERALL LOT COVERAGE		=	74.67 %

**QUANTITIES:**

CURB	±	80 L.F.
CURB & GUTTER	±	533 L.F.
ASPHALT PAVEMENT	±	30,731 S.F.
7-INCH CONCRETE PAVEMENT	±	1,227 S.F.
4-INCH CONCRETE SIDEWALK	±	306 S.F.
LANDSCAPING	±	12,267 S.F.



**TOTH & ASSOCIATES**

1500 E. REPUBLIC ROAD  
SPRINGFIELD, MO 65804  
Ph: 417-888-0645 Fax: 417-888-0657  
www.tothassociates.com  
IL# 63620661  
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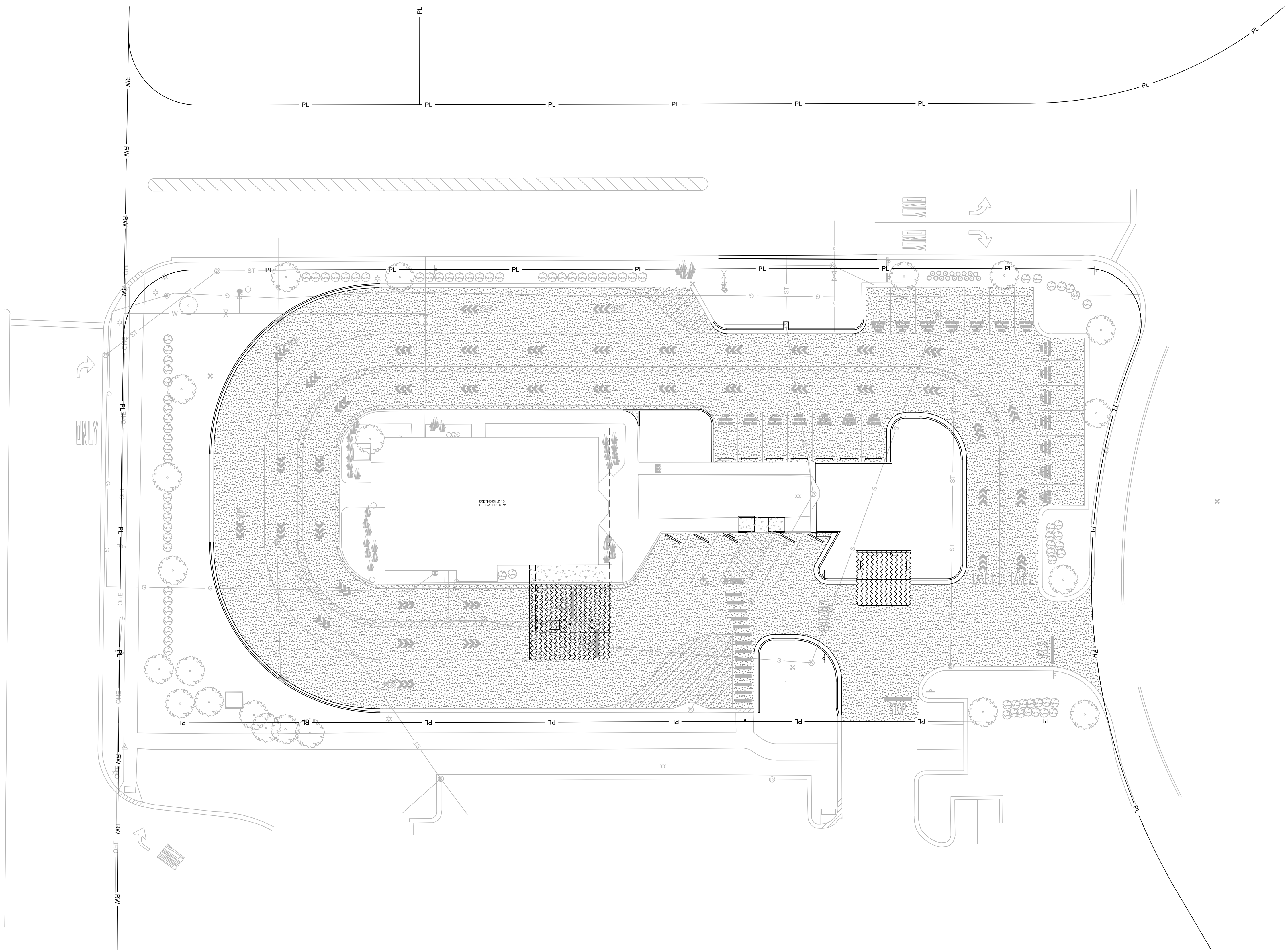


ENGINEER OF RECORD:  
 NAME: MATTHEW STEVEN MILLER  
 LICENSE NO. IL #PE 062 065164

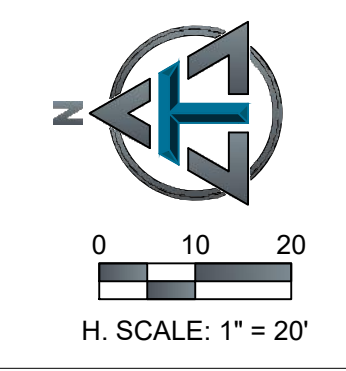
PROJECT NUMBER: 104.074  
 REVISION:

7 BREW COFFEE  
**MOUNT PROSPECT, IL 02**  
 201 E EUCLID AVE  
 MOUNT PROSPECT, IL 60056

**C2.2**  
 CONCRETE ALTERNATE  
 PLAN  
 DATE: APRIL 14, 2026



- HATCH LEGEND:**
- CONCRETE SIDEWALK PER DETAIL 2.02, SHEET C7.1.  
29 SY
  - LIGHT DUTY CONCRETE PAVEMENT PER DETAIL 2.03 AND 2.07, SHEET C7.1.  
3,416 SY
  - HEAVY DUTY CONCRETE PER DETAIL 2.03 AND 2.08, SHEET C7.1.  
136 SY
  - LANDSCAPE AREA.  
REFER TO LANDSCAPE PLAN.





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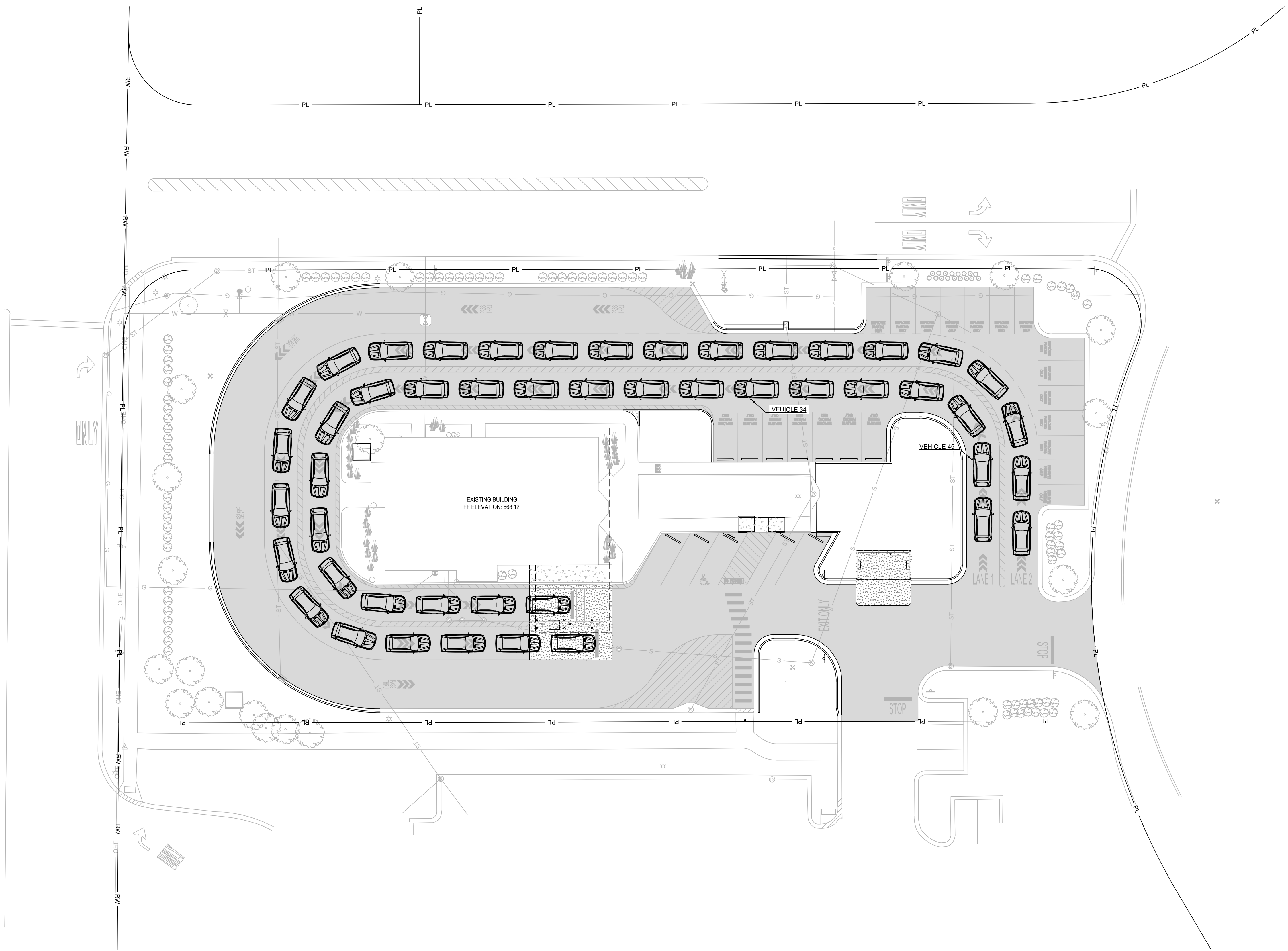
ENGINEER OF RECORD:  
 NAME: MATTHEW STEVEN MILLER  
 LICENSE NO. IL #PE 062 065164

PROJECT NUMBER: 104.074  
 REVISION:

7 BREW COFFEE  
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**C2.3**  
 STACKING PLAN

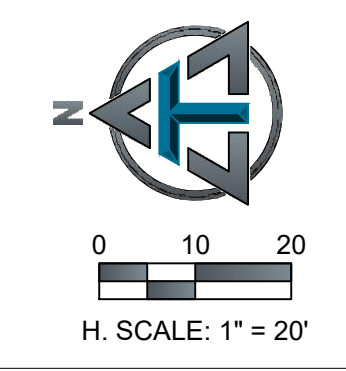
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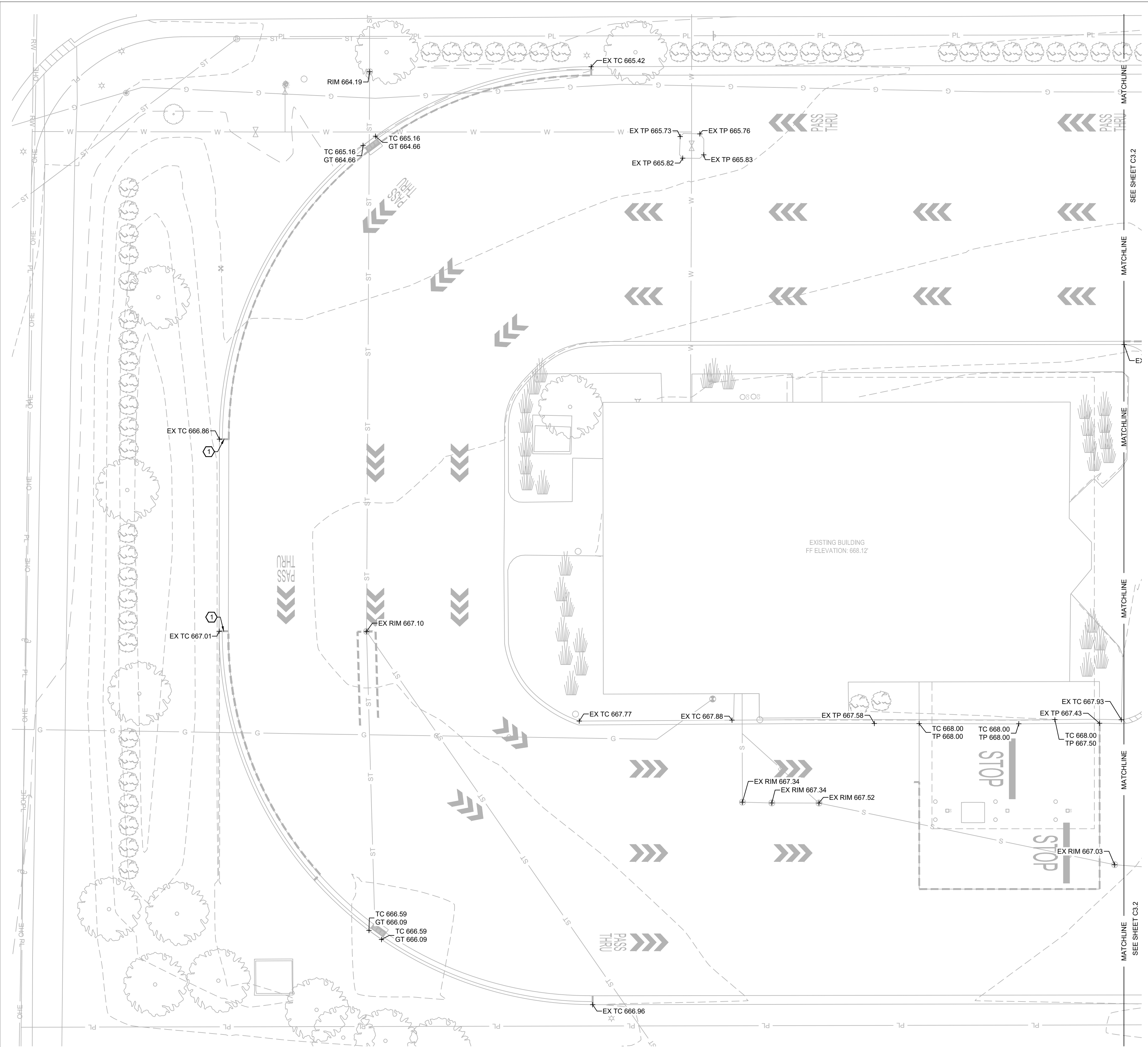


- HATCH LEGEND:**
- = 1.5-INCH MILL AND OVERLAY ASPHALT PAVEMENT.
  - = CONCRETE SIDEWALK PER SIDEWALK DETAIL 2.02, SHEET C7.1.
  - = CONCRETE PAVEMENT PER CONCRETE PAVEMENT DETAIL 2.03 AND 2.08, SHEET C7.1.

**PARKING:**  
 PROVIDED: 29 STALLS, 28 STANDARD AND 1 ADA.

**DRIVE-TRHU QUEUE STACKING:**  
 STACKING PROVIDED IN LANE 1 = 22 VEHICLES  
 STACKING PROVIDED IN LANE 2 = 26 VEHICLES  
 TOTAL PROVIDED: 48 SPACES.

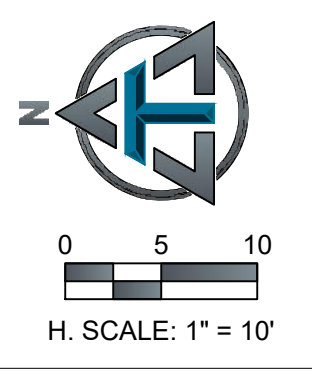




**KEY NOTES:**  
 ① MATCH EXISTING ELEVATION.

**ABBREVIATIONS:**

FES	FLARED END SECTION
FL	FLOW LINE
GT	GUTTER
INV	INVERT
R/W	RIGHT-OF-WAY
SC	SPILL CURB
TC	TOP OF CURB
TG	TOP OF GROUND
TP	TOP OF PAVEMENT
TS	TOP OF SIDEWALK
TW	TOP OF WALL
BW	BOTTOM OF WALL
EX TC	EXISTING TOP OF CURB
EX TP	EXISTING TOP OF PAVEMENT
EX TS	EXISTING TOP OF SIDEWALK
→	DIRECTION OF SHEET FLOW



**C3.1**  
 GRADING PLAN

DATE: APRIL 14, 2026



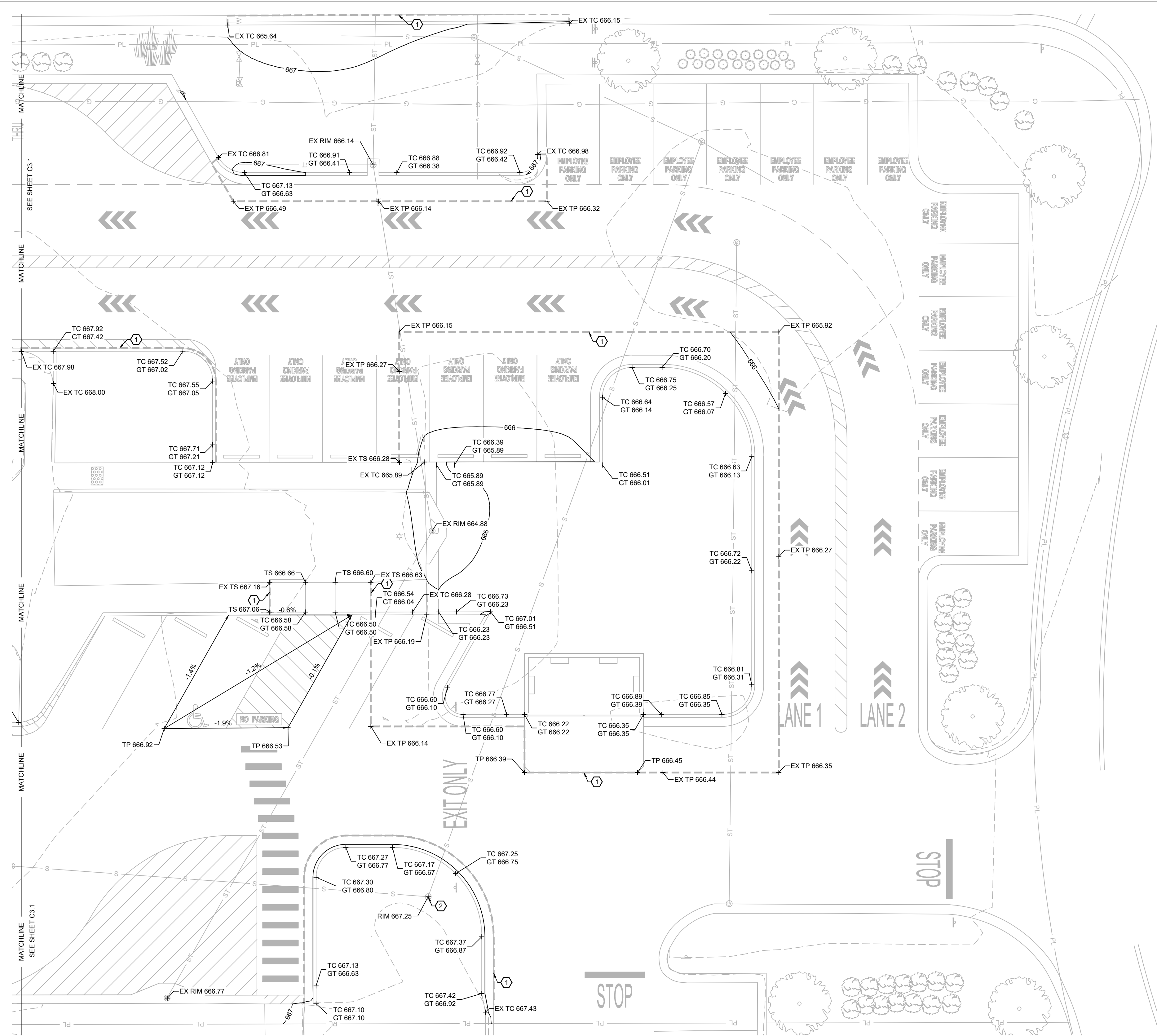
FIRM LICENSE NO. 63620661



**ENGINEER OF RECORD:**  
 NAME: MATTHEW STEVEN MILLER  
 LICENSE NO. IL #PE 062 065164

PROJECT NUMBER: 104.074  
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7 BREW COFFEE  
**MOUNT PROSPECT, IL 02**  
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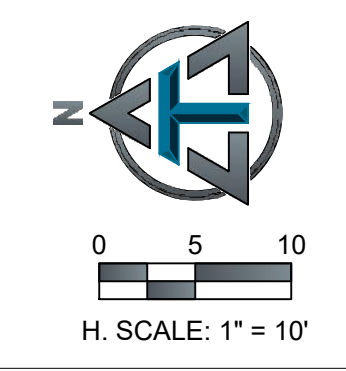
**KEY NOTES:**

① MATCH EXISTING ELEVATION.

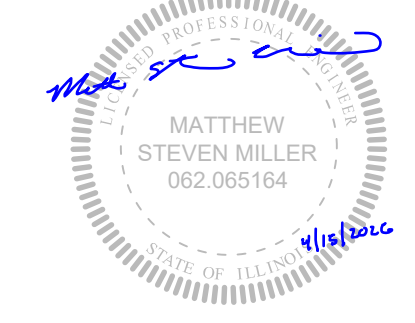
② ADJUST RIM ELEVATION. EXISTING RIM = 666.77. PROPOSED RIM = 667.25

**ABBREVIATIONS:**

FES FLARED END SECTION  
 FL FLOW LINE  
 GT GUTTER  
 INV INVERT  
 RW RIGHT-OF-WAY  
 SC SPILL CURB  
 TC TOP OF CURB  
 TG TOP OF GROUND  
 TP TOP OF PAVEMENT  
 TS TOP OF SIDEWALK  
 TW TOP OF WALL  
 BW BOTTOM OF WALL  
 EX TC EXISTING TOP OF CURB  
 EX TP EXISTING TOP OF PAVEMENT  
 EX TS EXISTING TOP OF SIDEWALK  
 → DIRECTION OF SHEET FLOW



FIRM LICENSE NO. 63620661



**ENGINEER OF RECORD:**  
 NAME: MATTHEW STEVEN MILLER  
 LICENSE NO. IL #PE 062 065164

PROJECT NUMBER: 104.074  
 REVISION:

7 BREW COFFEE  
**MOUNT PROSPECT, IL 02**  
 201 E EUCLID AVE  
 MOUNT PROSPECT, IL 60056

**C3.2**  
 GRADING PLAN

DATE: APRIL 14, 2026



FIRM LICENSE NO. 63620661

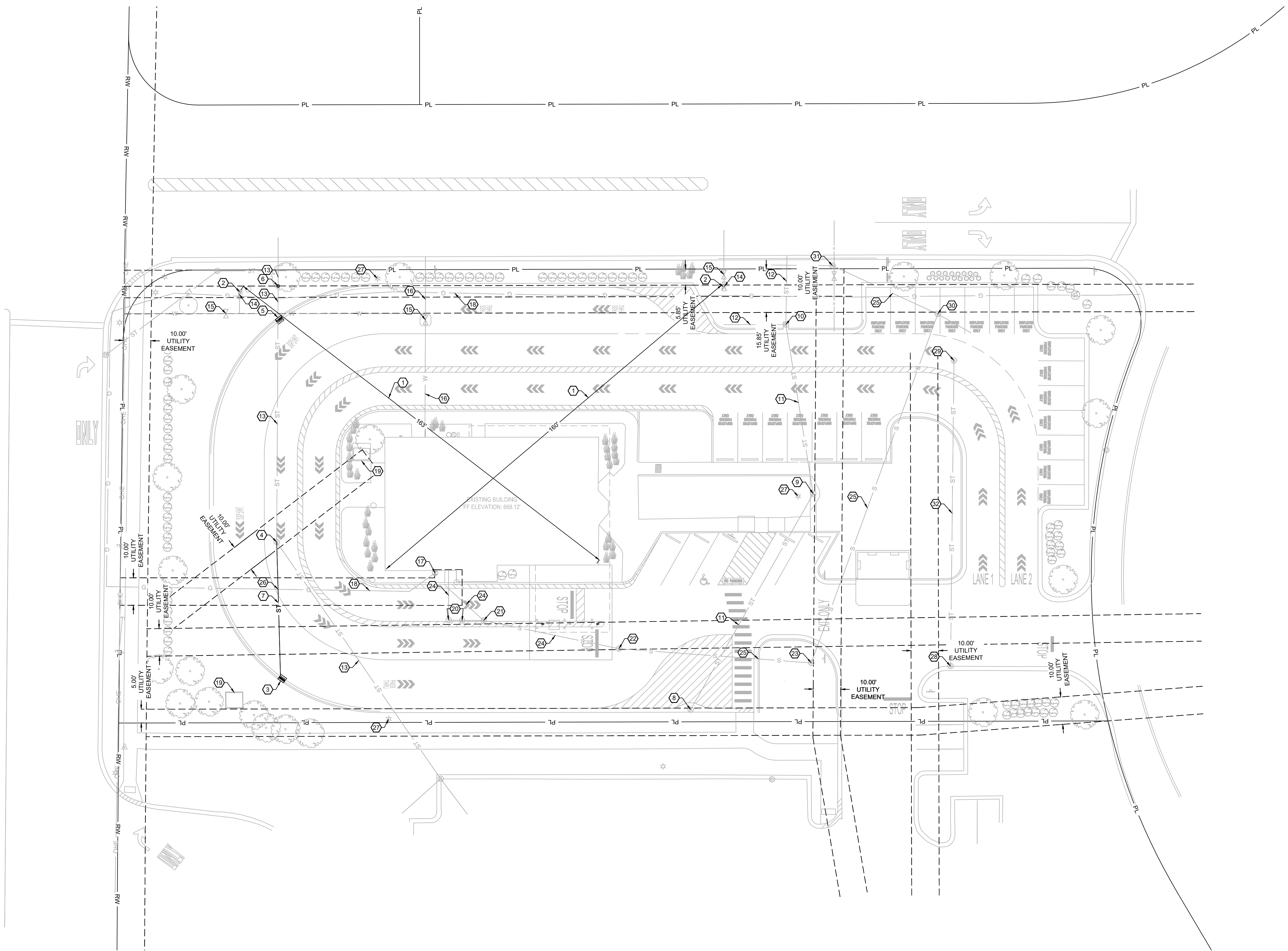


ENGINEER OF RECORD:  
NAME: MATTHEW STEVEN MILLER  
LICENSE NO. IL #PE 062 065164

PROJECT NUMBER: 104.074  
REVISION:

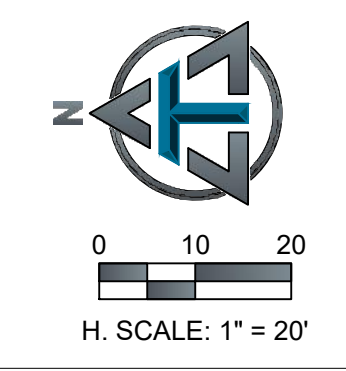
7 BREW COFFEE  
**MOUNT PROSPECT, IL 02**  
201 E EUCLID AVE  
MOUNT PROSPECT, IL 60056

**C4.1**  
UTILITY PLAN  
DATE: APRIL 14, 2026



**KEY NOTES:**

- ① DISTANCE TO FIRE HYDRANT.
- ② EXISTING FIRE HYDRANT.
- ③ COMBINATION INLET PER DETAIL 4.03, SHEET C7.2.  
RIM ELEV = 666.09  
12-INCH HDPE (E) INV OUT = 661.75
- ④ EXISTING STORM MANHOLE  
RIM ELEV = 667.10  
PROPOSED 12-INCH HDPE (W) INV IN = 661.27  
EXISTING 18-INCH RCP (SW) INV IN = 559.92  
EXISTING 18-INCH RCP (E) INV OUT = 559.92
- ⑤ COMBINATION INLET PER DETAIL 4.03, SHEET C7.2.  
RIM ELEV = 664.66  
EXISTING 18-INCH RCP (W) INV IN = 659.89  
EXISTING 18-INCH RCP (E) INV OUT = 659.89
- ⑥ STORMWATER MANHOLE PER VILLAGE DETAIL, SHEET C7.2.  
RIM ELEV = 664.19  
EXISTING 18-INCH RCP (W) INV IN = 659.88  
EXISTING 18-INCH RCP (E) INV OUT = 659.88
- ⑦ 48 L.F. ± 12-INCH HDPE STORM LINE AT 1% SLOPE, PER PIPE INSTALLATION DETAIL 4.01, SHEET C7.2.
- ⑧ EXISTING COMBINATION INLET  
RIM ELEV = 665.98  
EXISTING 12-INCH RCP (SE) INV OUT = 662.88
- ⑨ EXISTING COMBINATION INLET  
RIM ELEV = 664.88  
EXISTING 12-INCH RCP (NW) INV IN = 662.28  
EXISTING 12-INCH RCP (E) INV OUT = 662.28
- ⑩ EXISTING AREA INLET  
RIM ELEV = 666.14  
EXISTING 12-INCH RCP (W) INV IN = 660.69  
EXISTING 12-INCH RCP (N) INV IN = 660.69  
EXISTING 15-INCH RCP (E) INV OUT = 660.69
- ⑪ EXISTING 12-INCH RCP STORM LINE.  
RIM ELEV = 666.09
- ⑫ EXISTING 15-INCH RCP STORM LINE.
- ⑬ EXISTING 18-INCH RCP STORM LINE.
- ⑭ EXISTING WATER VALVE.
- ⑮ EXISTING WATER VALVE AND VAULT.
- ⑯ EXISTING WATER SERVICE LINE.
- ⑰ EXISTING GAS METER.
- ⑱ EXISTING GAS SERVICE LINE.
- ⑲ EXISTING ELECTRIC TRANSFORMER.
- ⑳ EXISTING GREASE TRAP.
- ㉑ EXISTING SANITARY MANHOLE  
RIM ELEV = 667.52  
6-INCH PVC (N) INV IN = 664.20  
6-INCH PVC (NE) INV IN = 664.16  
6-INCH PVC (S) INV OUT = 664.14
- ㉒ EXISTING SANITARY MANHOLE  
RIM ELEV = 667.03  
6-INCH PVC (NE) INV IN = 661.32  
8-INCH PVC (S) INV OUT = 661.32
- ㉓ EXISTING SANITARY MANHOLE  
RIM ELEV = 667.25  
8-INCH PVC (N) INV IN = 660.80  
8-INCH PVC (SE) INV OUT = 660.80
- ㉔ EXISTING 6-INCH PVC SEWER SERVICE LINE.
- ㉕ EXISTING 8-INCH PVC SANITARY LINE.
- ㉖ UTILITY CROSSING, CONTRACTOR TO COORDINATE DEPTH IN FIELD.
- ㉗ EXISTING LIGHT POLE.
- ㉘ EXISTING AREA INLET  
RIM ELEV = 666.18  
EXISTING RCP (E) INV = 661.38
- ㉙ EXISTING AREA INLET  
RIM ELEV = 665.14  
RCP (W) INV = UA
- ㉚ EXISTING SANITARY MANHOLE  
RIM ELEV = 665.89  
8-INCH PVC (NW,SW) INV IN = 659.69  
8-INCH PVC (NW) INV OUT = 659.77
- ㉛ EXISTING SANITARY MANHOLE  
RIM ELEV = 665.65  
PVC (N,S) INV = UA
- ㉜ EXISTING STORM LINE.



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1500 E. REPUBLIC ROAD  
SPRINGFIELD, MO 65904  
Ph: 417-888-0645 Fax: 417-888-0657  
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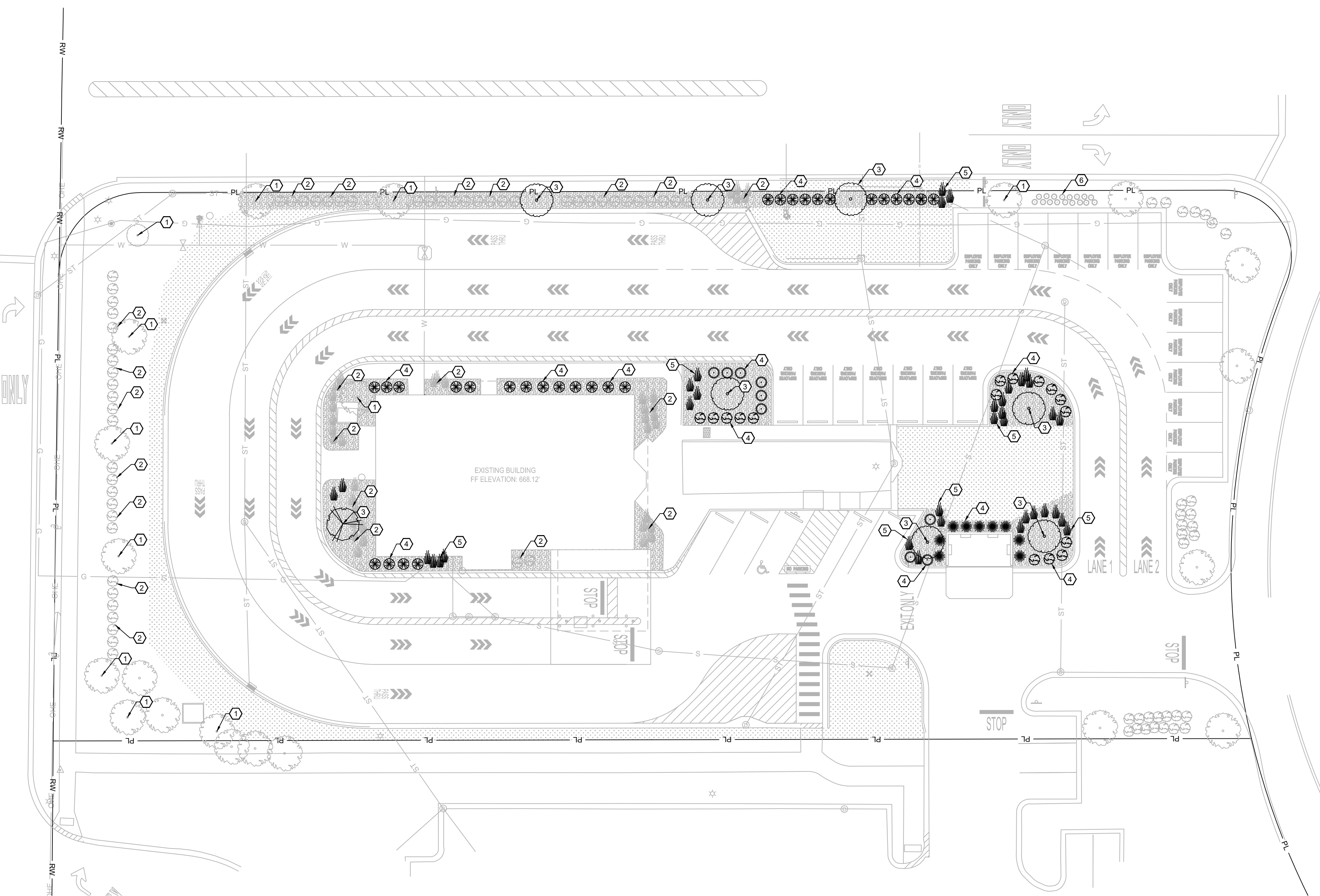
ENGINEER OF RECORD:  
NAME: MATTHEW STEVEN MILLER  
LICENSE NO. IL #PE 062 065164

PROJECT NUMBER: 104.074  
REVISION:

7 BREW COFFEE  
**MOUNT PROSPECT, IL 02**  
201 E EUCLID AVE  
MOUNT PROSPECT, IL 60056

**C5.1**  
LANDSCAPE PLAN

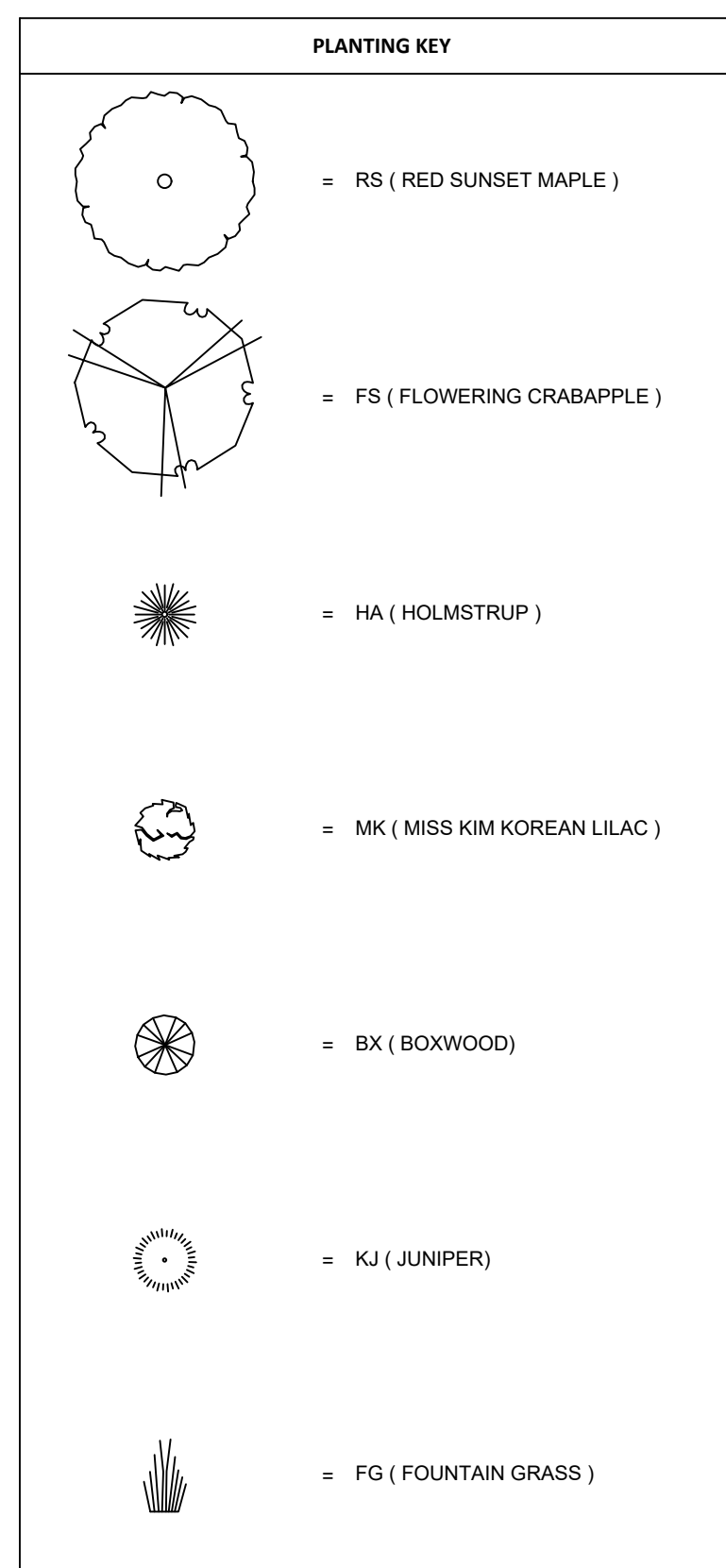
DATE: APRIL 14, 2026



**GENERAL LANDSCAPING NOTES**

- CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UTILITY LINES AND OTHER ABOVE OR BELOW GROUND OBSTRUCTIONS SO THAT PROPER PRECAUTIONS SHALL BE TAKEN NOT TO DISTURB OR DAMAGE SUCH IMPROVEMENTS. REFER TO CIVIL DRAWINGS FOR PROPOSED AND EXISTING UTILITY LOCATIONS.
- STANDARDS SET FORTH IN "AMERICAN STANDARDS FOR NURSERY STOCK" REPRESENT GENERAL GUIDELINE SPECIFICATIONS ONLY AND WILL CONSTITUTE MIN. QUALITY REQUIREMENTS FOR PLANT MATERIAL.
- THE ARCHITECT OR OWNER'S REPRESENTATIVE RESERVES THE RIGHT TO REJECT ANY PLANT MATERIAL NOT MEETING SPECIFICATIONS.
- ALL TREES SHALL BE CALIPERED AND UNDERSIZED TREES SHALL BE REJECTED.
- SPECIFIED CALIPER MEASUREMENT FOR TREES SHALL BE MEASURED AT 6" ABOVE THE GRADE.
- ANY MATERIAL WHICH DIES OR DEFOOLIATES PRIOR TO ACCEPTANCE OF THE WORK SHALL BE PROMPTLY REMOVED AND REPLACED.
- CONTRACTOR IS RESPONSIBLE FOR SOIL SAMPLING AND TESTING TO DETERMINE EXACT FERTILIZER REQS.
- PLANTS AND OTHER MATERIALS ARE QUANTIFIED AND SUMMARIZED FOR THE CONVENIENCE OF THE CITY AND LOCAL GOVERNING BODIES. CONFIRM AND INSTALL SUFFICIENT QUANTITIES TO COMPLETE THE WORK AS DRAWN.
- BACKFILL TREE AND SHRUB PITS WITH A PREPARED PLANTING MIX AS FOLLOWS U.N.O.:  
A. 2 PARTS BY VOLUME TOPSOIL.  
B. 1 PART BY VOLUME BROWN RIVER SAND.  
C. 1 PART BY VOLUME PEAT MOSS.  
D. 1 LB. COMMERCIAL FERTILIZER PER C.Y. OF MIX.
- ALL TREE PITS SHALL RECEIVE A MINIMUM OF 24" OF THE SPECIFIED PLANTING MIX.
- ALL PLANTINGS SHALL BE MULCHED WITH A 3"-4" LAYER OF SHREDDED HARDWOOD MULCH AFTER INSTALLATION OF PLANT MATERIAL.
- ALL SHRUB PLANTING MATERIAL SHALL MEASURE A MIN. OF 18" IN HEIGHT AT THE TIME OF PLANTING.
- THE PLAN IS SUBJECT TO CHANGES BASED ON PLANT SIZE AND MATERIAL AVAILABILITY. ANY DEVIATION TO THE APPROVED FINAL LANDSCAPING PLAN SHALL REQUIRE THE WRITTEN APPROVAL OF THE ARCHITECT PRIOR TO INSTALLATION.
- KILL AND REMOVE ALL EXISTING WEEDS FROM THE SITE AREA PRIOR TO PLANTING.
- REFER TO SITE GRADING PLAN FOR FINISH GRADES.
- THE CONTRACTOR IS RESPONSIBLE FOR COMPLETELY MAINTAINING THE WORK (INCLUDING BUT NOT LIMITED TO: WATERING, MULCHING, SPRAYING, FERTILIZING, ETC.) OF ALL PLANTINGS UNTIL TOTAL ACCEPTANCE OF THE WORK BY THE ARCHITECT AND OWNER.
- CONTRACTOR WILL STAKE OR MARK ALL PLANT MATERIAL LOCATIONS PRIOR TO INSTALLATION. CONTRACTOR SHALL HAVE OWNER'S REPRESENTATIVE APPROVE ALL STAKING PRIOR TO INSTALLATION.
- THE LANDSCAPE CONTRACTOR SHALL COMPLETELY GUARANTEE ALL WORK FOR A PERIOD OF ONE YEAR BEGINNING AT THE DATE OF SUBSTANTIAL COMPLETION. CONTRACTOR SHALL MAKE ALL REPLACEMENTS PROMPTLY (AS PER DIRECTION OF OWNER).
- REFER TO SITE PLAN FOR GROUND COVERING REQUIREMENTS.
- SEEDING AREAS SHALL BE REASONABLY SMOOTH AND FREE FROM STONES, ROOTS, OR OTHER DEBRIS.
- SODDED AREAS SHALL BE INSTALLED PER SUPPLIER'S INSTALLATION INSTRUCTIONS.
- PERMANENT SEEDING SEASON RUNS FROM MARCH 1ST TO JUNE 1ST AND SEPTEMBER 15TH TO NOVEMBER 1ST. SEEDING AND MULCHING MUST BE DONE WHENEVER WORK IS COMPLETE REGARDLESS OF THE SEASON. WHENEVER SEEDING AND MULCH IS INSTALLED OUTSIDE THE PERMANENT SEEDING SEASON, THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPLANTING AND MULCHING ANY AREAS WHERE GROWTH HAS NOT BECOME ESTABLISHED DURING THE NEXT PERMANENT SEASON.
- IT IS THE CONTRACTORS RESPONSIBILITY TO SUBMIT AND OBTAIN THE REVIEW AND APPROVAL FROM THE LOCAL GOVERNMENT AGENCY THAT HAS JURISDICTION OVER THE LANDSCAPE IMPROVEMENTS INCLUDED IN THIS SET OF DRAWINGS.
- IT IS THE CONTRACTORS RESPONSIBILITY TO SUBMIT AND OBTAIN THE REVIEW AND APPROVAL FROM THE LOCAL GOVERNMENT AGENCY THAT HAS JURISDICTION OVER THE IRRIGATION IMPROVEMENTS INCLUDED IN THIS SET OF DRAWINGS.

PLANTING LIST					
TYPE	COMMON NAME (SCIENTIFIC NAME)	QUANTITY REQUIRED	QUANTITY PROVIDED	CONDITION AND SIZE	APPROXIMATE MATURE SIZE
CANOPY TREES					(HT X SP)
RS	RED SUNSET MAPLE (ACER RUBRUM)	8	8	3" CAL. B&B	40'X30'
ORNAMENTAL TREES					
FS	FLOWERING CRABAPPLE (MALUS SPP.)	1	1	2" CAL. B&B	20'X20'
EVERGREEN SHRUBS					
BX	GREEN GEM BOXWOOD (BUXUS 'GREEN GEM')	48	30	24" MIN	3'X3'
HA	HOLMSTRUP ARBORVITAE (THUJA O. HOLMSTRUP)		9	60" MIN	6'X3'
KJ	KALLYS COMPACT JUNIPER (JUNIPERUS C. 'KALLYS COMPACT JUNIPER')		9	24" MIN	3'X5'
DECIDUOUS SHRUBS					
MK	MISS KIM KOREAN LILAC (SYRINGA PATUAL 'MISS KIM')	16	16	24" MIN	5'X5'
ORNAMENTAL GRASSES					
FG	FOUNTAIN GRASS (PENNISETUM SETACEUM)	39	39	24"	36" MIN



**FOUNDATIONAL LANDSCAPING:**

A LANDSCAPE AREA OF NO LESS THAN 4' WIDE IS REQUIRED AROUND THE FOUNDATION EXCEPT WHERE BUILDING ACCESS IS REQUIRED.

LANDSCAPING SHALL CONSIST OF ORNAMENTAL TREES, EVERGREENS, SHRUBBERY, HEDGES, AND/OR OTHER LIVE PLANTING MATERIALS. PARTICULAR ATTENTION SHALL BE PAID TOWARD SCREENING MECHANICAL EQUIPMENT AND LOADING DOCKS, SOFTENING LARGE EXPANSES OF BUILDING WALLS, AND ACCENTING ENTRANCES AND ARCHITECTURAL FEATURES.

FOUNDATIONAL LANDSCAPING SHALL BE ARRANGED TO SCREEN MECHANICAL EQUIPMENT, LOADING DOCKS, AND SOFTENING LARGE EXPANSES OF BUILDING WALLS.

EXISTING TREE, GRASSES, AND SHRUBS SHALL REMAIN.

ADDITIONAL LANDSCAPING TO ADHERE TO THE ABOVE CODE:

- ORNAMENTAL TREE = 1
- ORNAMENTAL GRASSES = 6
- EVERGREEN SHRUBS = 18

**PERIMETER LANDSCAPING:**

50% OF ABUTTING LOT LINE IS TO BE COVERED WITH LANDSCAPING AT A MINIMUM OF 3" IN HEIGHT.

LOT LINES GREATER THAN 100' IN LENGTH SHALL REQUIRE PLANTINGS IN CLUSTERS OF NO LESS THAN 7 SHRUBS PER CLUSTER AND SPACED IN APPROXIMATELY 35' INTERVALS ALONG THE LOT LINE.

EXISTING SHRUBS MEET REQUIREMENT.

SHADE TREES SHALL BE PROVIDED AT THE EQUIVALENT OF 75' APART ALONG THE ABUTTING LOT LINE.

ADDITIONAL TREES REQUIRED = 3

ADDITIONAL PERIMETER LANDSCAPING HAS BEEN PLACED TO WHERE THE EXISTING EAST ENTRANCE WAS LOCATED.

- SHRUBS PROVIDED = 12
- ORNAMENTAL GRASSES = 3

**PARKING LANDSCAPING:**

PLANTING ISLANDS OF AT LEAST 120 S.F. AND AT LEAST 7' WIDE SHALL BE PROVIDED FOR EVERY 17 PARKING SPACES.

PLANTING ISLANDS SHALL BE PROVIDED AT THE ENDS OF EACH PARKING ROW REGARDLESS OF THE NUMBER OF PARKING SPACES.

PLANTING ISLANDS SHALL INCLUDE 1 SHADE TREE FOR EVERY 120 S.F. OF AREA IN THE ISLAND AND SHALL BE AT LEAST 50% LIVE COVERAGE.

ADDITIONAL TREE HAS BEEN PROVIDED SOUTH OF THE TRASH ENCLOSURE TO REPLACE THE EXISTING TREE THAT IS BEING REMOVED.

ADDED 3 PARKING ISLAND.

TREES PROVIDED = 4

SHRUBS PROVIDED = 14

ORNAMENTAL GRASSES PROVIDED = 38

**REFUSE SCREENING**

ADDITIONAL EVERGREEN SHRUBS HAVE BEEN PROVIDED TO SCREEN THE TRASH ENCLOSURE  
EVERGREEN SHRUBS PROVIDED = 9

**SPECIES REQUIREMENTS**

PER SECTION 14.2304(2) OF THE VILLAGE CODE "FIFTY PERCENT (50%) OF SHRUBS SHALL BE DECIDUOUS AND FIFTY PERCENT (50%) EVERGREEN."

ESTIMATED EXISTING EVERGREEN SHRUBS = 23

PROPOSED EVERGREEN SHRUBS = 48

TOTAL EVERGREEN = 71

ESTIMATED EXISTING DECIDUOUS SHRUBS = 54

PROPOSED DECIDUOUS SHRUBS = 16

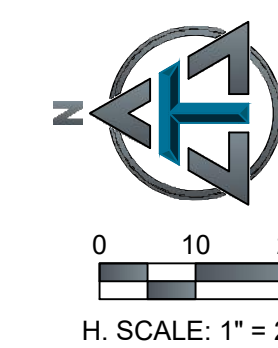
TOTAL DECIDUOUS = 70

**KEY NOTES:**

- EXISTING TREES.
- EXISTING SHRUBS.
- TREES TO BE PLANTED ACCORDING TO TREE PLANTING DETAIL 5.01, SHEET C7.2.
- SHRUBS TO BE PLANTED ACCORDING TO SHRUB PLANTING DETAIL 5.02, SHEET C7.2.
- ORNAMENTAL GRASSES TO BE INSTALLED PER SUPPLIER'S INSTRUCTIONS.
- EXISTING ORNAMENTAL GRASSES.

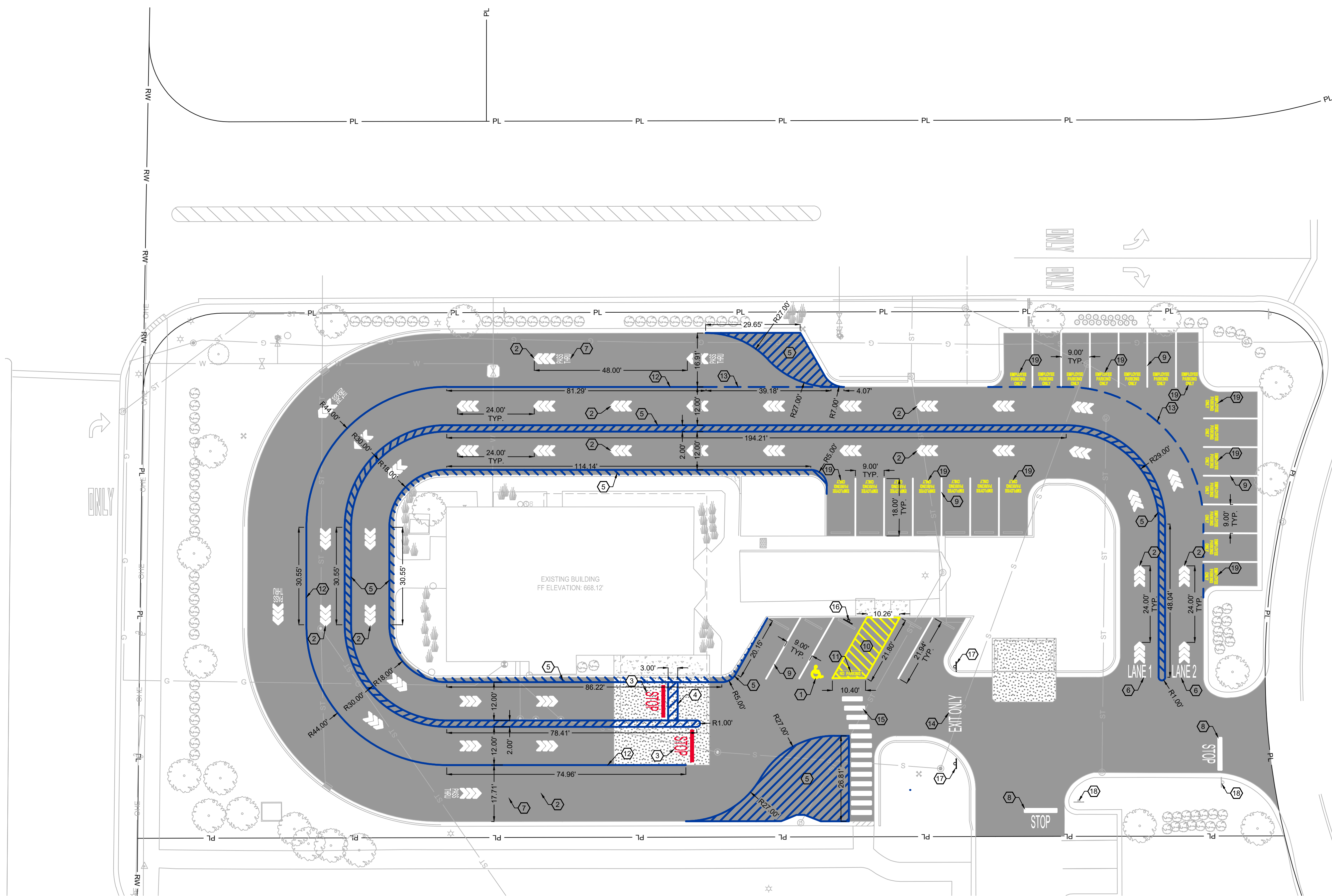
**HATCH LEGEND:**

- TURF GRASS SOD = 5,494 S.F. INSTALL PER SUPPLIER'S INSTALLATION INSTRUCTIONS.
- LANDSCAPE MULCH = 3,456 S.F. SMOOTH SOIL SHALL BE COVERED BY WEED FABRIC AND TOPPED WITH 3 TO 4-INCH LAYER OF SHREDDED HARDWOOD MULCH, MATCH EXISTING COLOR.



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Ph: 417-888-0645 Fax: 417-888-0657  
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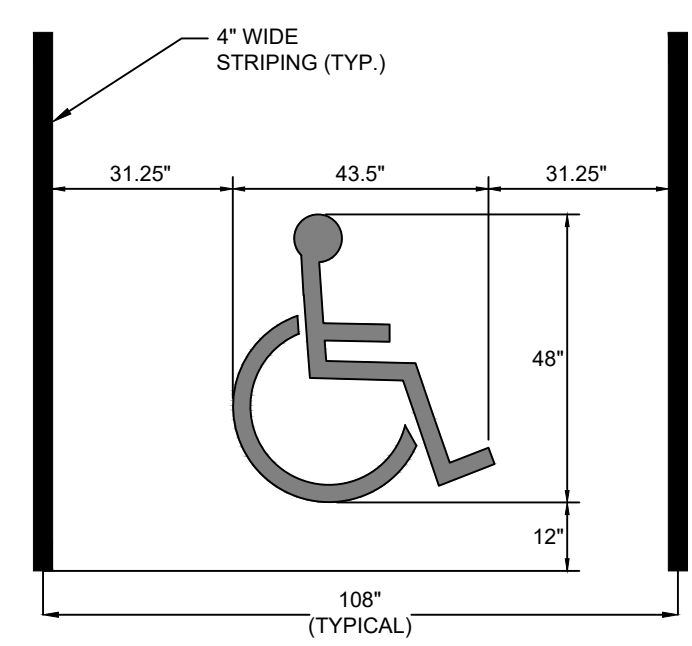


**HATCH LEGEND:**

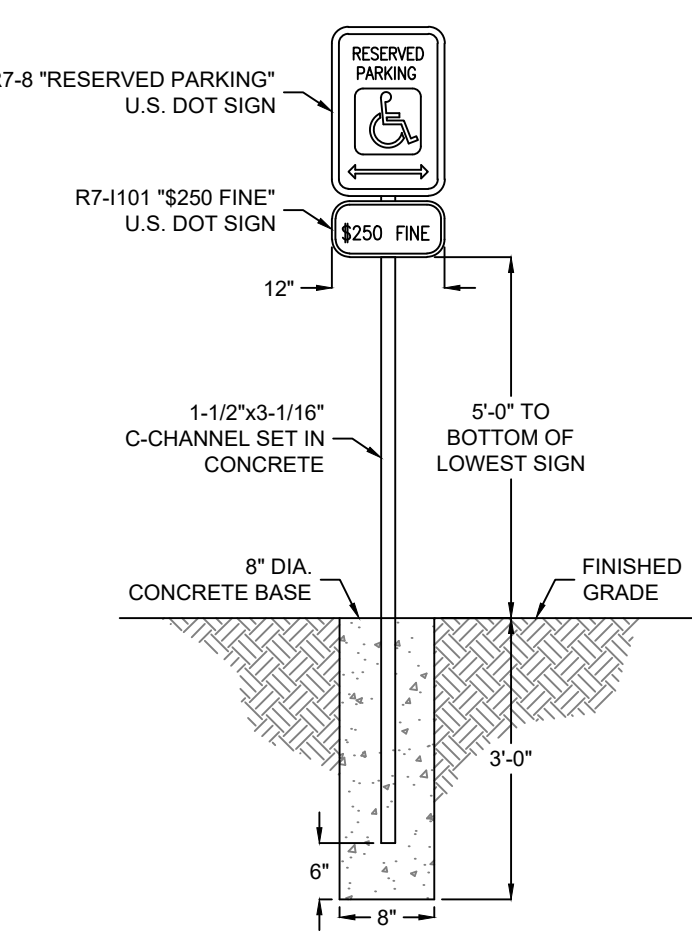
- = ASPHALT PAVEMENT
- = CONCRETE SIDEWALK
- = CONCRETE PAVEMENT

**KEY NOTES:**

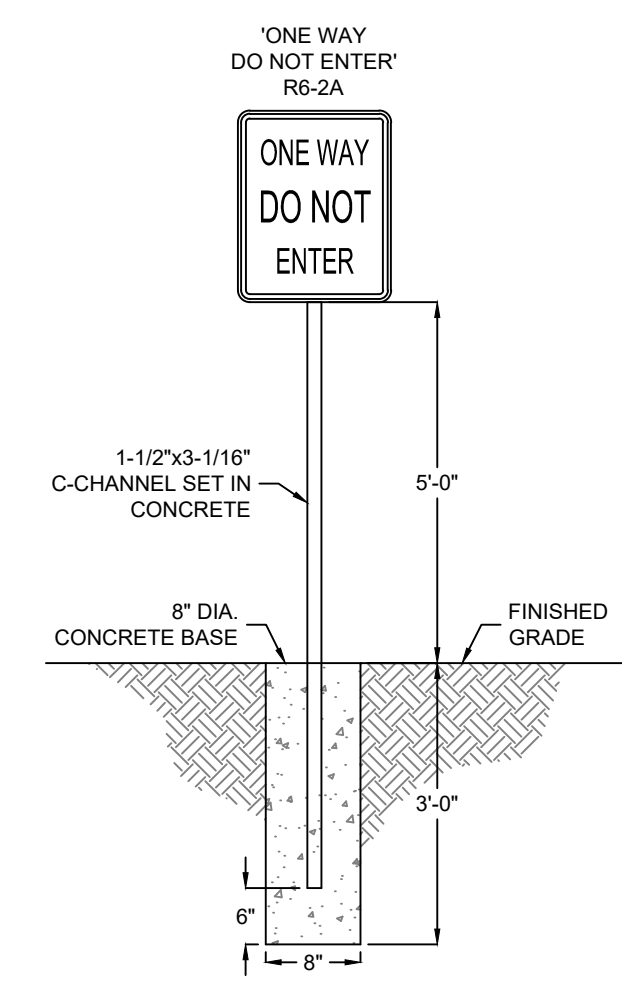
- ① YELLOW PAINTED ADA ACCESSIBLE PARKING SYMBOL PER DETAIL 6.01, THIS SHEET.
- ② SOLID WHITE TRIPLE ARROW PAVEMENT MARKER, PER DETAIL 6.04, THIS SHEET.
- ③ 12-INCH SOLID RED STOP BAR WITH 48-INCH TALL "STOP" TEXT PAINTED IN RED.
- ④ 4-INCH SOLID BLUE CROSS WALK MARKER ALIGNED WITH SLIDING DOOR PANEL AT FRONT OPENING.
- ⑤ 4-INCH SOLID BLUE PAVEMENT MARKER, TYPICAL. MIDLINES SPACE AT 24" O.C.
- ⑥ 48-INCH TALL "LANE #" PAINTED IN WHITE.
- ⑦ 24-INCH TALL "PASS THRU" PAINTED IN WHITE.
- ⑧ 12-INCH SOLID WHITE STOP BAR WITH 48-INCH TALL "STOP" TEXT PAINTED IN WHITE.
- ⑨ 4-INCH SOLID WHITE PAVEMENT MARKER FOR PARKING, TYPICAL.
- ⑩ 4-INCH SOLID YELLOW PAVEMENT MARKER, TYPICAL. MIDLINES SPACE AT 24" O.C.
- ⑪ 12-INCH TALL "NO PARKING" TEXT PAINTED IN YELLOW WITH 2-INCH STROKE.
- ⑫ 4-INCH SOLID BLUE PAVEMENT MARKER.
- ⑬ 4-INCH DASHED BLUE PAVEMENT MARKER.
- ⑭ 48-INCH TALL "EXIT ONLY" TEXT PAINTED IN WHITE.
- ⑮ CROSS WALK PAVEMENT MARKING, 12-INCH WIDE BY 6-FEET LONG SOLID WHITE PAINT SPACED EVERY 3-FEET. ORIENT THE STRIPES IN THE DIRECTION SHOWN PARALLEL TO THE DIRECTION OF TRAFFIC.
- ⑯ ADA VAN ACCESSIBLE SIGN PER DETAIL 6.02, THIS SHEET.
- ⑰ "ONE WAY DO NOT ENTER" SIGN PER DETAIL 6.03, THIS SHEET.
- ⑱ EXISTING "STOP" SIGN.
- ⑲ 12-INCH TALL "EMPLOYEE PARKING ONLY" TEXT PAINTED IN WHITE WITH 2-INCH STROKE.



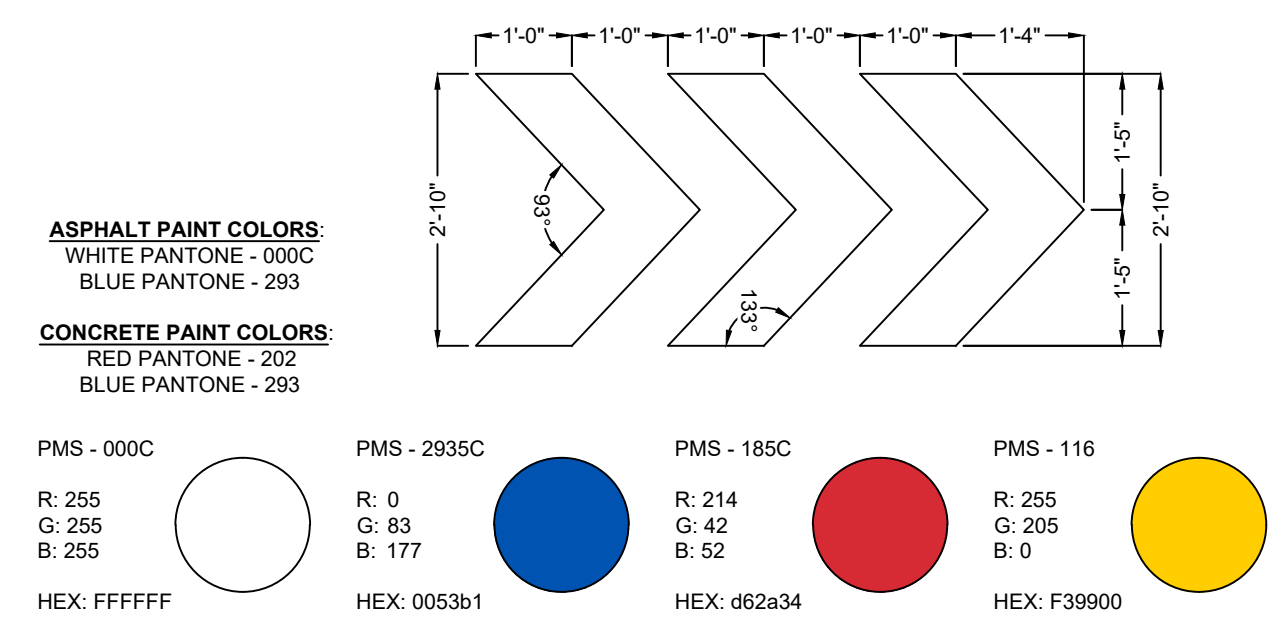
6.01 ADA ACCESSIBLE PARKING SYMBOL  
SCALE: NONE



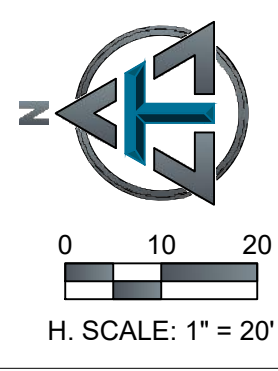
6.02 ADA ACCESSIBLE SIGN  
SCALE: NONE

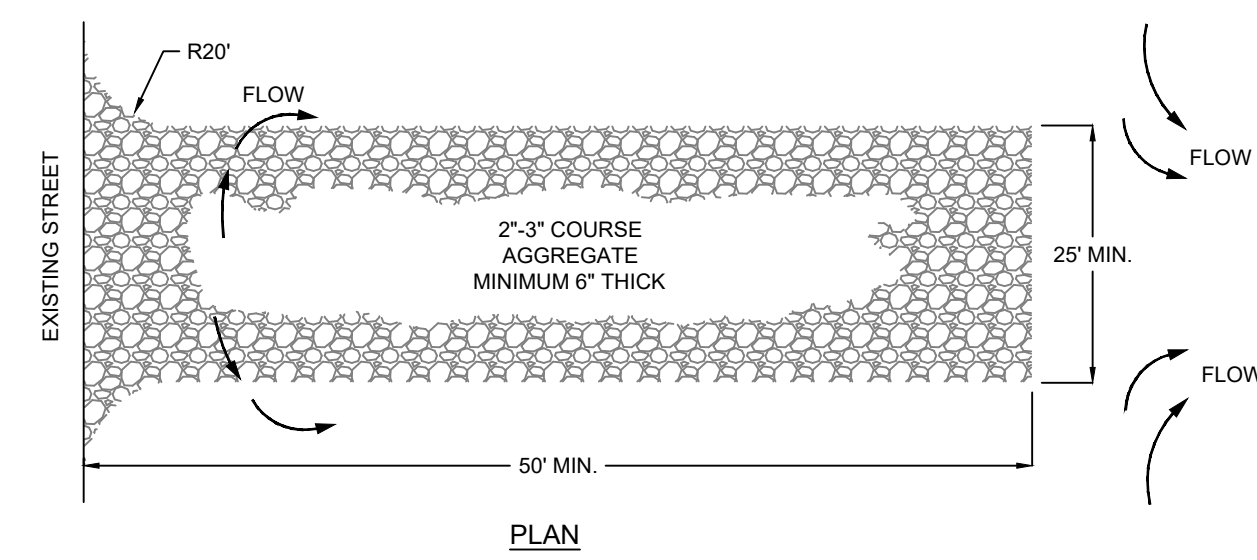


6.03 TYPICAL SIGN POST  
SCALE: NONE



6.04 PARKING LOT STRIPING COLORS & PAINT  
SCALE: NONE



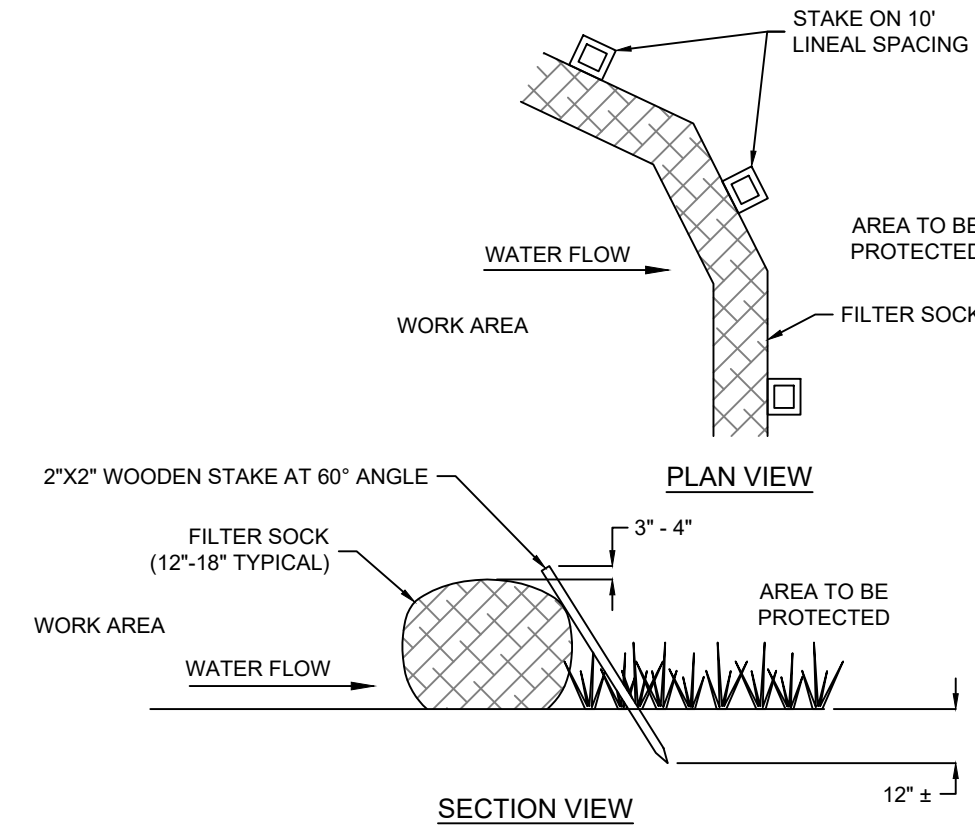


**NOTES:**

1. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE TOP DRESSING, REPAIR AND/OR CLEAN OUT OF ANY MEASURES USED TO TRAP SEDIMENT.
2. WHEN NECESSARY, WHEELS SHALL BE CLEANED PRIOR TO ENTRANCE ONTO PUBLIC RIGHT-OF-WAY.
3. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.

**1.01 TEMPORARY CONSTRUCTION ENTRANCE**

SCALE: NONE

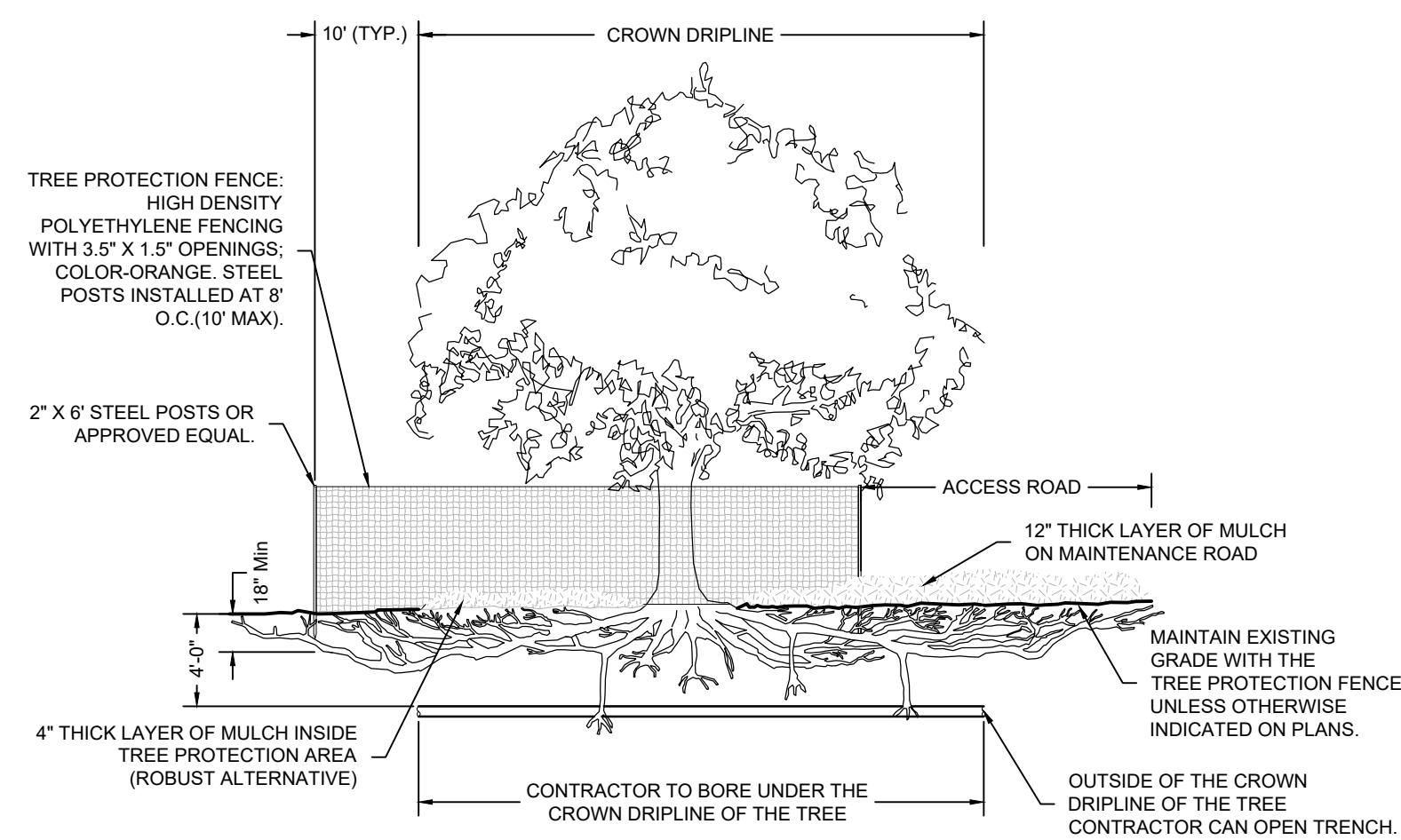


**NOTES:**

1. ALL MATERIAL TO MEET MANUFACTURER'S REQUIREMENTS.
2. FILTER SOCK DEPICTED IS FOR MINIMUM SLOPES. GREATER SLOPES MAY REQUIRE LARGER SOCKS PER ENGINEER.
3. COMPOST MATERIAL TO BE DISPERSED ON SITE, AS DETERMINED BY ENGINEER.

**1.02 COMPOST FILTER SOCK DETAIL**

SCALE: NONE



**NOTES:**

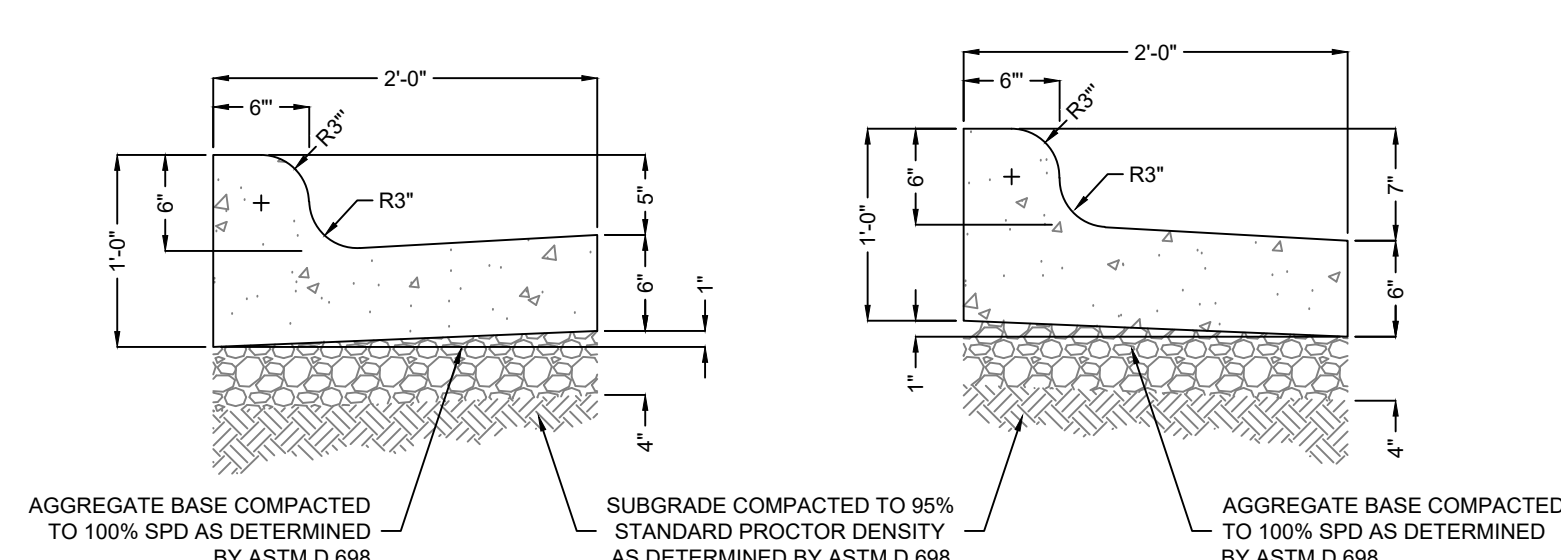
- 1- MAINTAIN TREE PROTECTION FENCING 10' BEYOND DRIPLINE (IN ALL DIRECTIONS).
- 2- NO EQUIPMENT, MATERIALS, AND/OR DEBRIS SHALL BE STORED WITHIN THE TREE PROTECTION FENCING. THIS INCLUDES DURING FENCE INSTALLATION AND REMOVAL.
- 3- NO PRUNING SHALL BE PERFORMED EXCEPT BY OR IN THE PRESENCE OF AND APPROVED ARBORIST.
- 4- IF PROTECTION REQUIRES AN ACCESS ROAD WITHIN THE DRIPLINE OF A TREE, PROVIDE A MINIMUM 12" OF MULCH FOR THE ACCESS ROAD.
- 5- IF CONSTRUCTION ACTIVITIES REQUIRE WORK TO CROSS THE DRIPLINE, BORE MINIMUM 4" BELOW GROUND SURFACE THE DISTANCE OF THE DRIPLINE. IF BORING 4" CANNOT BE ACHIEVED CONTACT ARBORIST IMMEDIATELY TO MONITOR WORK.

**ROOT PRUNING NOTES:**

- 1- ROOT PRUNING SHOULD BE COORDINATED WITH THE TREE PROTECTION FENCING. IN SOME CASES, THAT FENCE LINE IS ON THE ROOT CUT, AND PROVISIONS FOR ROOT PRUNING MAY NEED TO BE ACCOMMODATED BEFORE FENCE IS ERRECTED.
- 2- CAREFULLY EXPOSE ROOTS WITHIN THE LIMITS OF CONSTRUCTION AND MARK FOR PRUNING. PROPOSED ROOT CUTS SHALL BE REVIEWED BY AND ARBORIST PRIOR TO TRENCHING, EXCAVATING, OR CUTTING TO DETERMINE THE IMPACT ON ANY STRUCTURAL CRITICAL ROOTS AND THE CLOSEST POINT TO THE TREES THAT SOIL MAY BE DISTURBED.
- 3- ROOT PRUNING CAN BE ACCOMPLISHED WITH CIRCULAR SAWS OF VARYING TYPES AND/OR A ROTARY-TYPE STUMP GRINDER TO A DEPTH OF 18" OR TO THE MAXIMUM DEPTH OF THE REQUIRED GRADING CUT, WHICHEVER IS LESS, SAW BLADE AND GRINDER TEETH SHOULD BE SHARPENED PRIOR TO USE. TRENCHING MACHINES ARE NOT ALLOWED IN ROOT PRUNING OPERATIONS.
- 4- ROOTS OVER 1-INCH IN DIAMETER MUST BE CLEANLY AND SHARPLY CUT WITH HAND SAW.
- 5- PRUNING CUTS SHOULD BE FLUSH WITH THE SIDE OF THE TRENCH CLOSEST TO THE TREE. AN ARBORIST SHOULD REVIEW AND ROOTS OVER 2-INCHES IN DIAMETER ENCOUNTERED DURING EXCAVATION AND/OR CONSTRUCTION ACTIVITIES TO DETERMINE STRUCTURAL STABILITY OF THE TREE.

**1.06 TREE PROTECTION FENCING**

SCALE: NONE

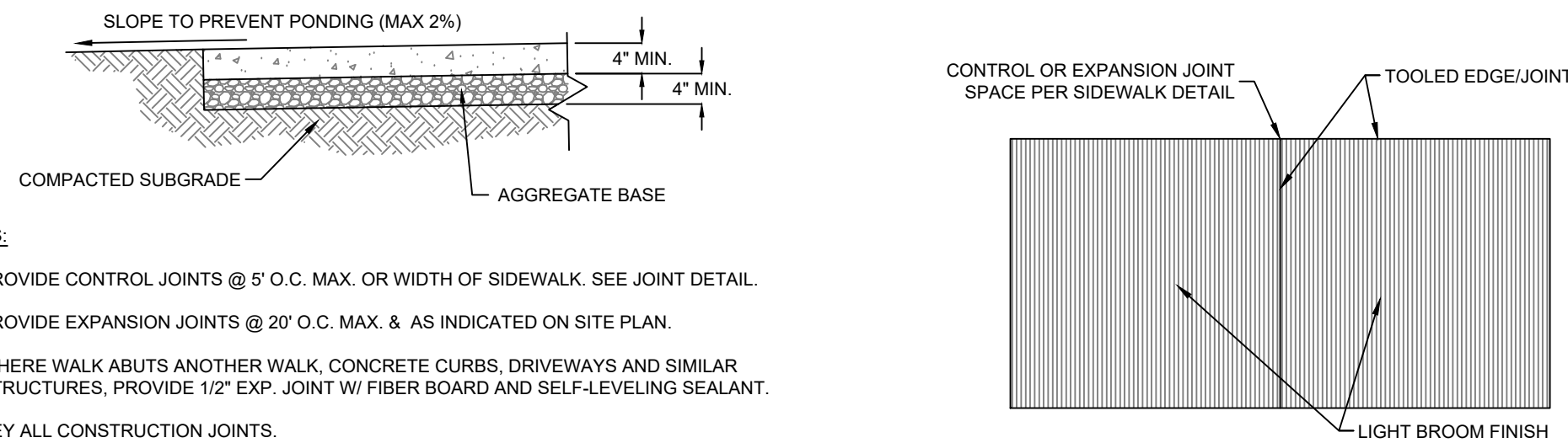


**NOTES:**

1. EXPANSION JOINTS SHALL BE FORMED BY A ONE-HALF (1/2) INCH THICK PREFORMED JOINT FILLER, CUT TO THE CONFIGURATION OF THE FULL SIZE OF THE CURB AND GUTTER SECTION AND BEING SECURED SO THAT THEY ARE NOT MOVED BY DEPOSITING AND COMPACTING THE CONCRETE AT THESE JOINTS. THE EDGES OF THESE JOINTS SHALL BE ROUNDED WITH AN EDGING TOOL ONE-EIGHTH (1/8) INCH RADIUS.
2. EXPANSION JOINTS SHALL BE PLACED WHERE CURB AND GUTTER ABUTS OTHER STRUCTURES AND AT ALL TANGENT POINTS TO CURBS. EXPANSION JOINTS SHALL NOT BE SPACED MORE THAN 50 FEET APART ON STRAIGHT RUNS FOR HAND LAID CURBS AND NOT MORE THAN 100 FEET APART FOR MACHINE LAID CURB AND GUTTER PROVIDED THAT ONE-HALF (1/2) INCH THICK JOINT FILLER IS USED. ALL JOINTS SHALL BE FORMED AT RIGHT ANGLES TO THE ALIGNMENT OF THE CURB AND GUTTER.
3. CONTRACTION JOINTS SHALL BE CONSTRUCTED BY INSERTING A REMOVABLE METAL TEMPLATE IN THE FRESH CONCRETE, THEY SHALL NOT BE SAW CUT. CONTRACTION JOINTS SHALL BE TO A DEPTH OF NOT LESS THAN ONE AND ONE-FOURTH (1-1/4) INCHES BELOW THE SURFACE AND TO A WIDTH NOT TO EXCEED THREE-EIGHTHS (3/8) INCH. CONTRACTION JOINTS SHALL BE LOCATED APPROXIMATELY 10 FEET APART.

**2.01 CONCRETE CURB & GUTTER DETAIL**

SCALE: NONE

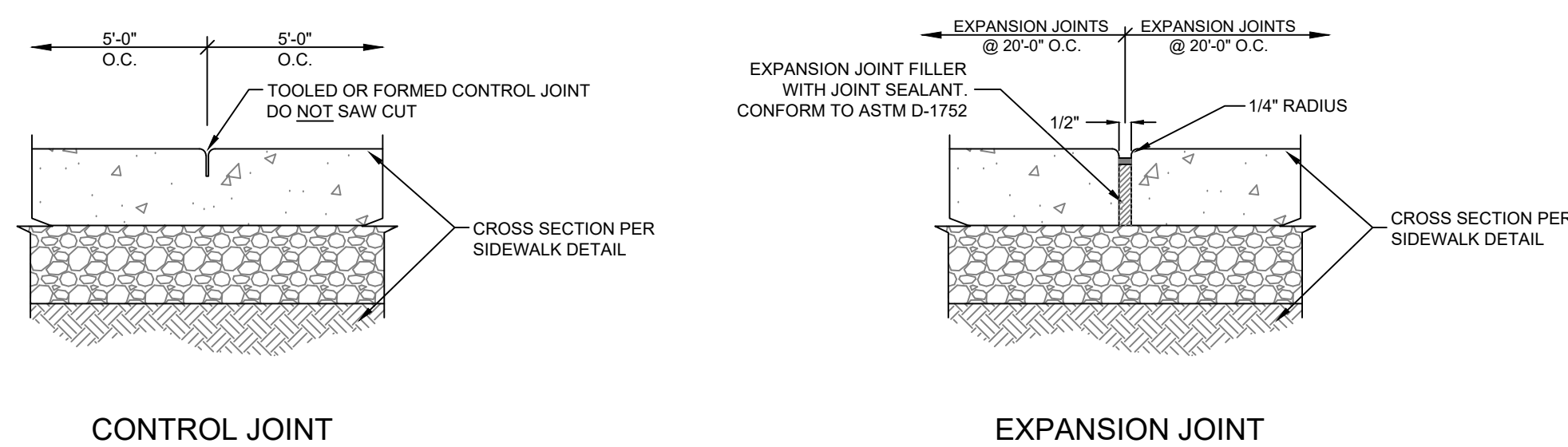


**NOTES:**

1. PROVIDE CONTROL JOINTS @ 5' O.C. MAX. OR WIDTH OF SIDEWALK. SEE JOINT DETAIL.
2. PROVIDE EXPANSION JOINTS @ 20' O.C. MAX. & AS INDICATED ON SITE PLAN.
3. WHERE WALK ABUTS ANOTHER WALK, CONCRETE CURBS, DRIVEWAYS AND SIMILAR STRUCTURES, PROVIDE 1/2" EXP. JOINT W/ FIBER BOARD AND SELF-LEVELING SEALANT.
4. KEY ALL CONSTRUCTION JOINTS.
5. PROVIDE NON-SLIP LIGHT BROOM FINISH.
6. MAXIMUM SIDEWALK CROSS SLOPE SHALL BE 2%. MAXIMUM SLOPE OF SIDEWALK IN DIRECTION OF TRAVEL SHALL BE 5%.

**SECTION**

**FINISH PLAN**

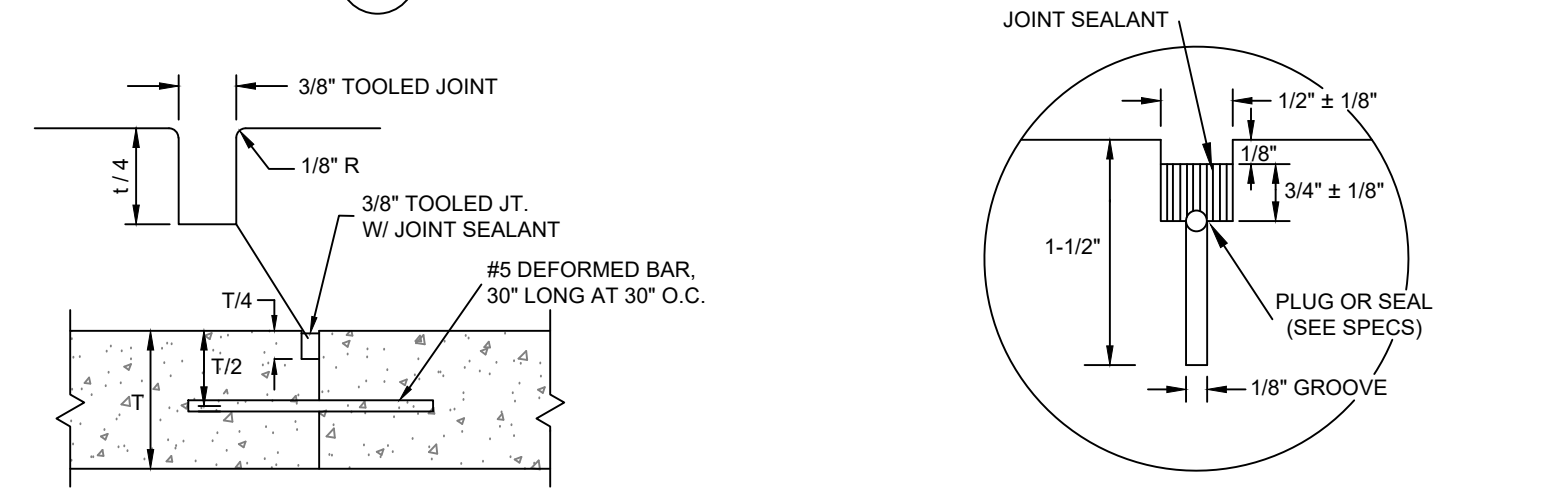


**CONTROL JOINT**

**EXPANSION JOINT**

**2.02 SIDEWALK DETAILS**

SCALE: NONE

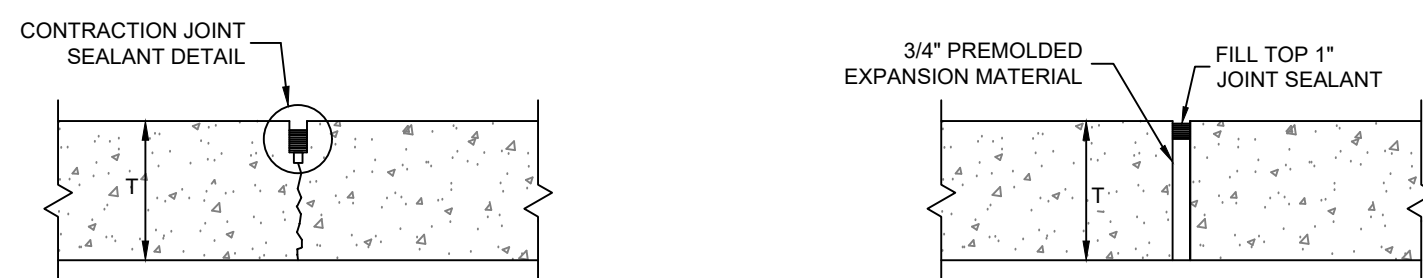


**DOWELED CONSTRUCTION JOINT**

**CONTRACTION JOINT SEALANT DETAIL**

**CONCRETE JOINT NOTES:**

1. CONSTRUCTION JOINTS SHALL BE PLACED AS REQUIRED BY THE CONTRACTOR.
2. EXPANSION JOINTS SHALL BE PLACED WHERE CONCRETE ABUTS STRUCTURES OR EXISTING PAVEMENT AND AT 45 FEET ON CENTER, EACH DIRECTION (OR AS SHOWN ON PLAN).
3. CONTRACTION JOINTS SHALL BE PLACED AT 15 FEET MINIMUM SPACING IN EACH DIRECTIONS.

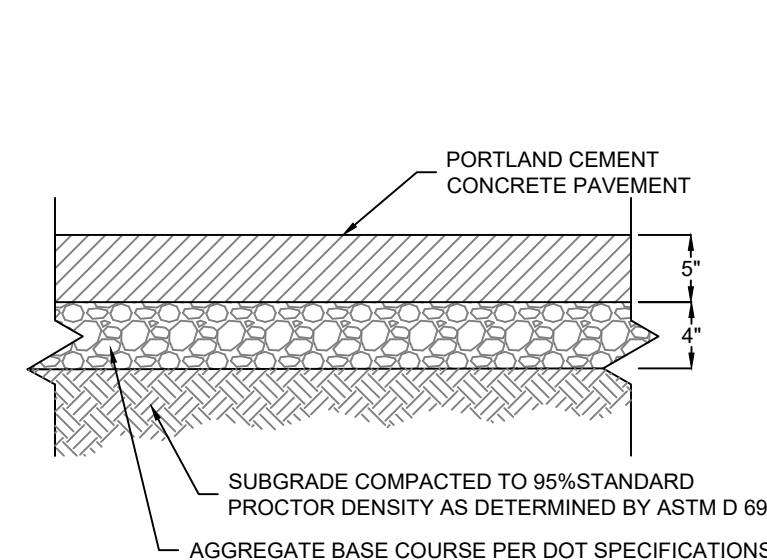


**SAWED CONSTRUCTION JOINT**

**EXPANSION JOINT**

**2.03 CONCRETE PAVEMENT JOINT DETAILS**

SCALE: NONE

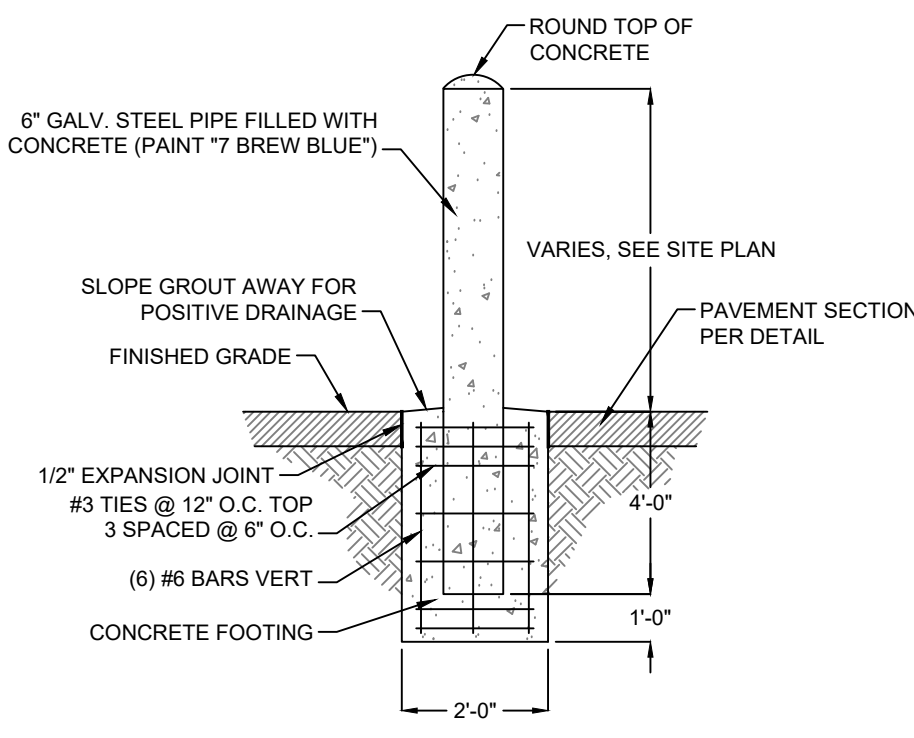


**NOTES:**

1. SEE CONCRETE PAVEMENT JOINT DETAILS AND NOTES.
2. CONCRETE SHALL HAVE A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 4,000 PSI AND BE PLACED WITH A MAXIMUM SLUMP OF 4 INCHES PER GEOTECHNICAL ENGINEERING REPORT IF AVAILABLE.
3. ALL MATERIALS SHALL MEET THE CURRENT DOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.

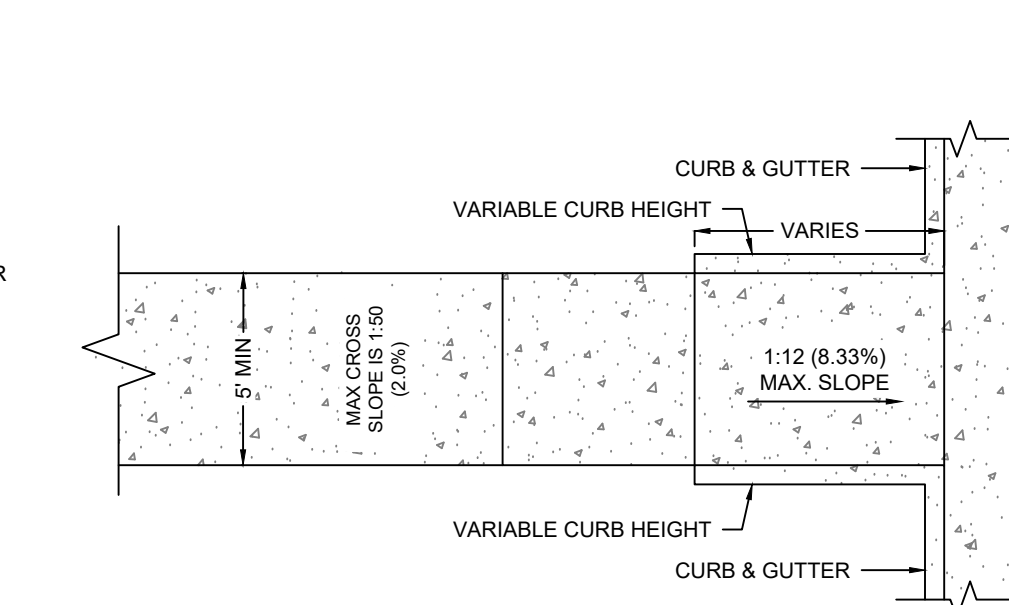
**2.07 LIGHT DUTY CONCRETE PAVEMENT**

SCALE: NONE



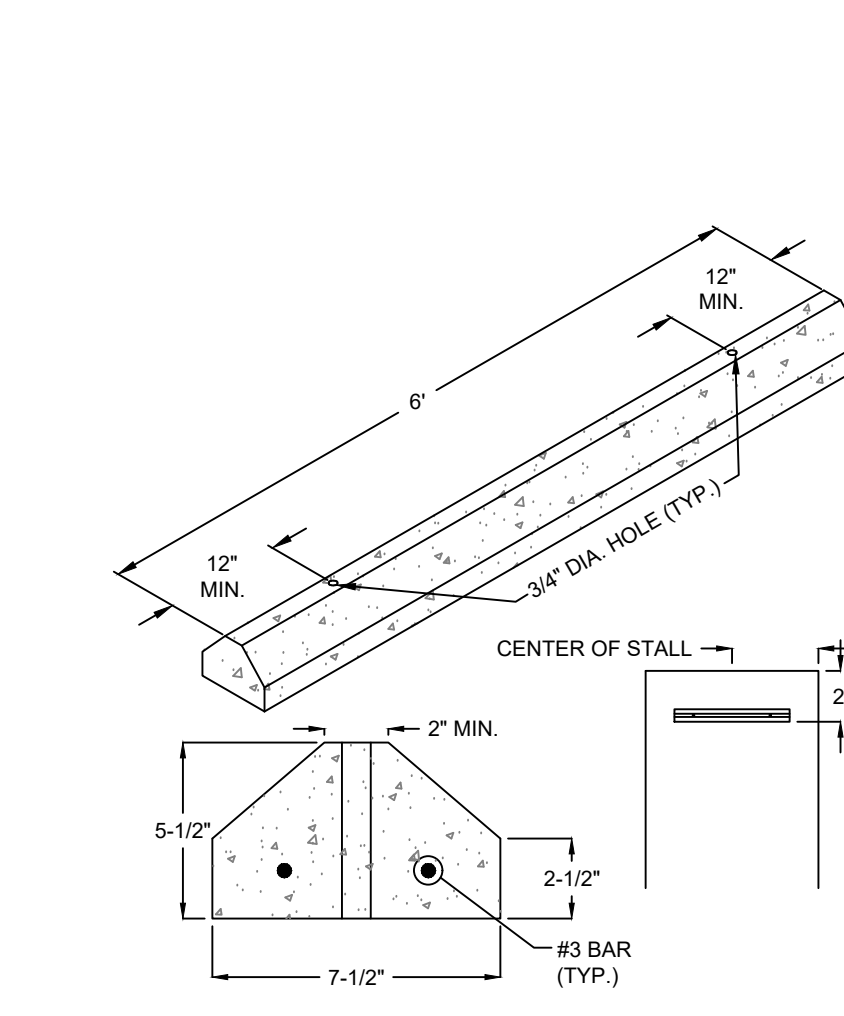
**2.09 PIPE BOLLARD**

SCALE: NONE



**2.14 TYPE 4 CURB RAMP DETAIL**

SCALE: NONE

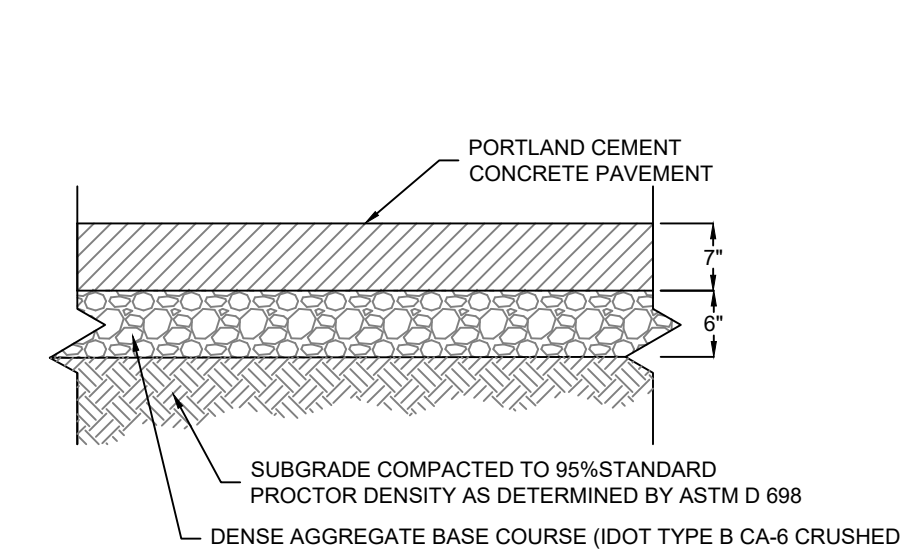


**NOTES:**

1. WHEEL STOPS TO BE PLACED 2' BACK AS SHOWN ABOVE, CENTERED IN THE PARKING STALL.
2. CONCRETE TO BE 3,000 P.S.I. WITH FIBER MESH REINFORCING.

**2.16 CONCRETE WHEEL STOP**

SCALE: NONE

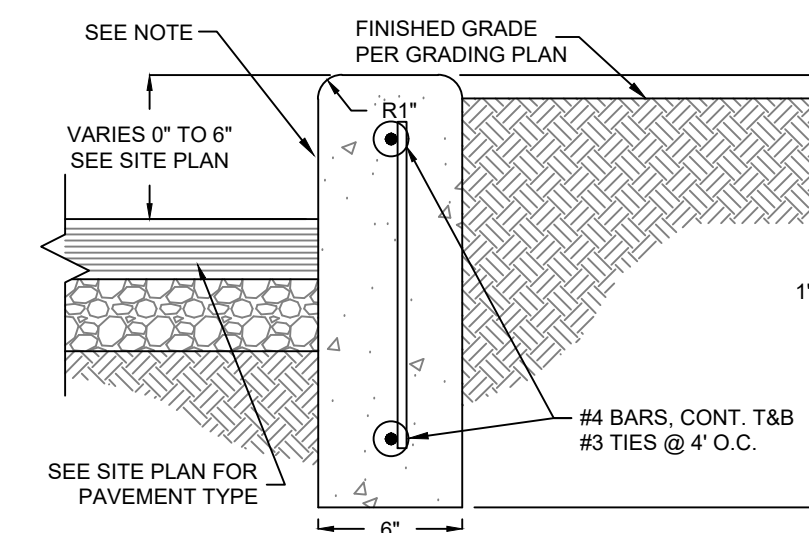


**NOTES:**

1. SEE CONCRETE PAVEMENT JOINT DETAILS AND NOTES.
2. CONCRETE SHALL HAVE A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 4,000 PSI AND BE PLACED WITH A MAXIMUM SLUMP OF 4 INCHES PER GEOTECHNICAL ENGINEERING REPORT IF AVAILABLE.
3. ALL MATERIALS SHALL MEET THE CURRENT DOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.

**2.08 HEAVY DUTY CONCRETE PAVEMENT**

SCALE: NONE

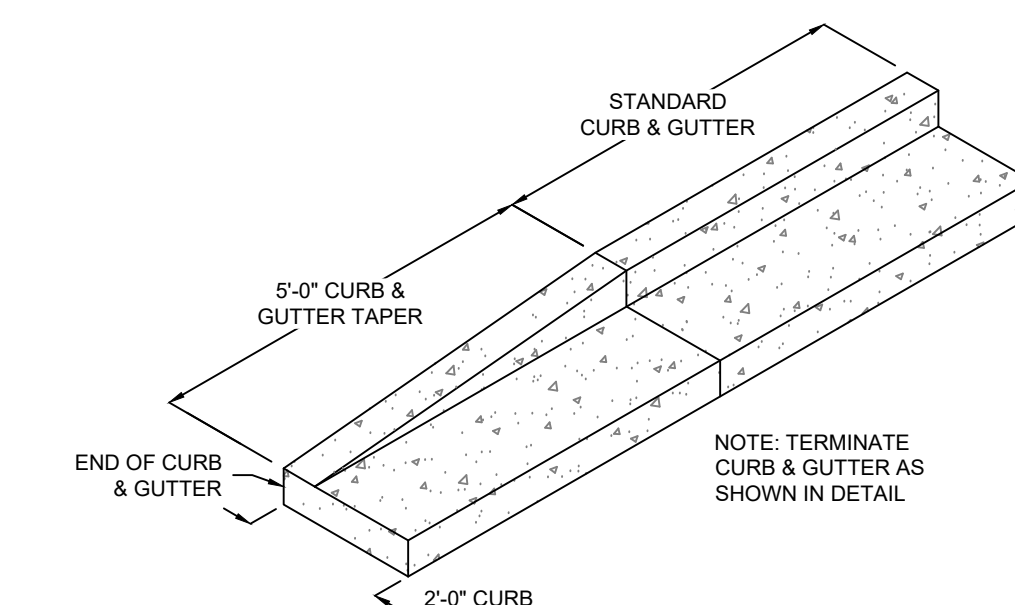


**NOTES:**

1. CURB FACE SHALL HAVE A CLEAN, SMOOTH FINISH; FREE OF BUMPS, HONEYCOMB, AND VOIDS.

**2.10 CONCRETE CURB**

SCALE: NONE



**2.15 CURB TRANSITION DETAIL**

SCALE: NONE



FIRM LICENSE NO. 63620661



ENGINEER OF RECORD:  
NAME: MATTHEW STEVEN MILLER  
LICENSE NO. IL #PE 062 065164

PROJECT NUMBER: 104.074

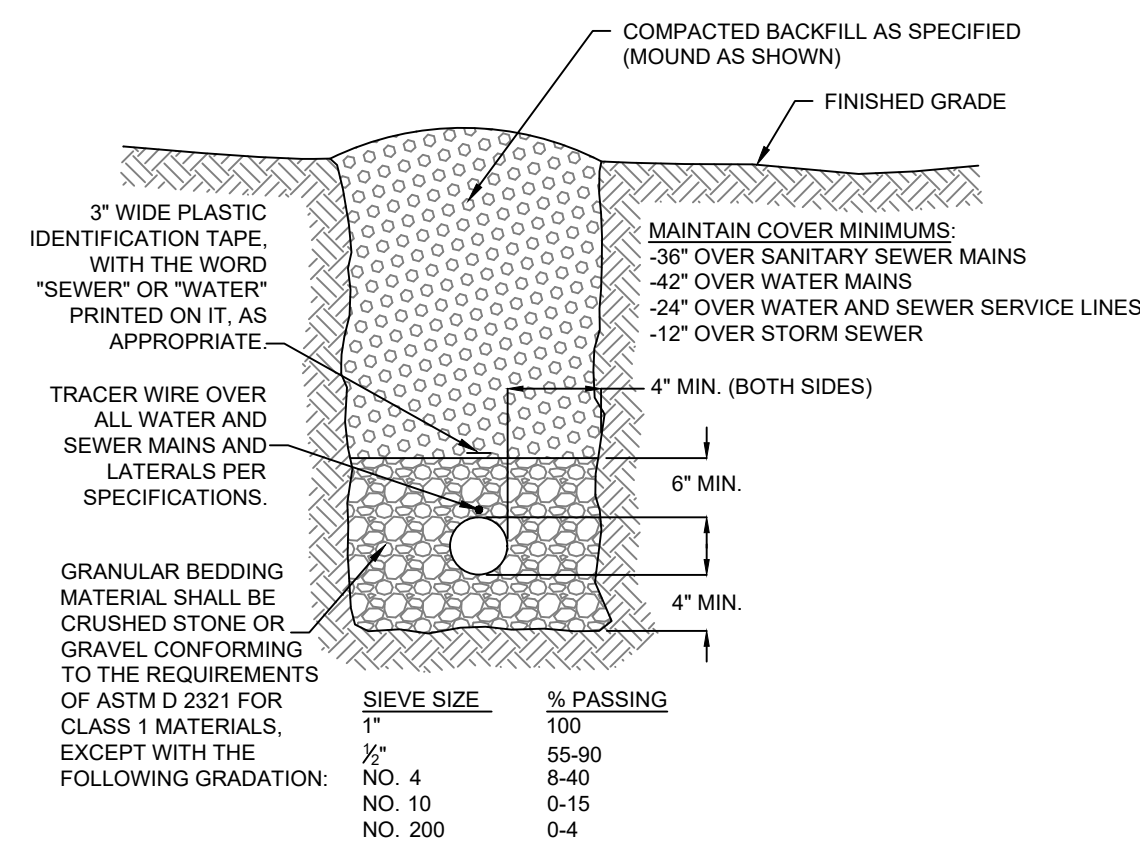
REVISION:

7 BREW COFFEE  
**MOUNT PROSPECT, IL 02**  
201 E EUCLID AVE  
MOUNT PROSPECT, IL 60056

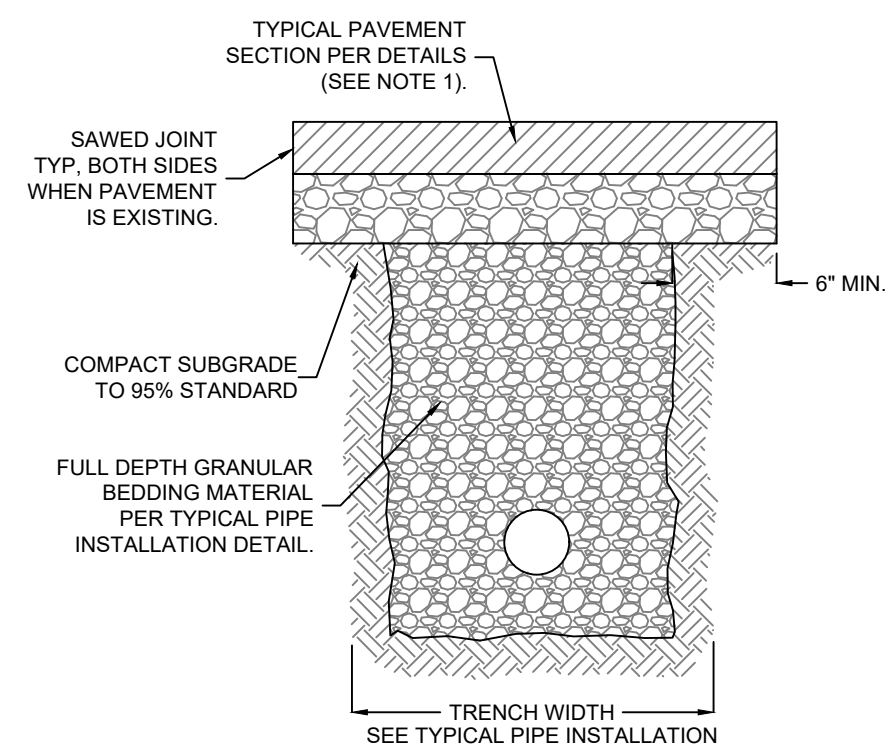


**C7.1**  
DETAILS

DATE: APRIL 14, 2026



TYPICAL

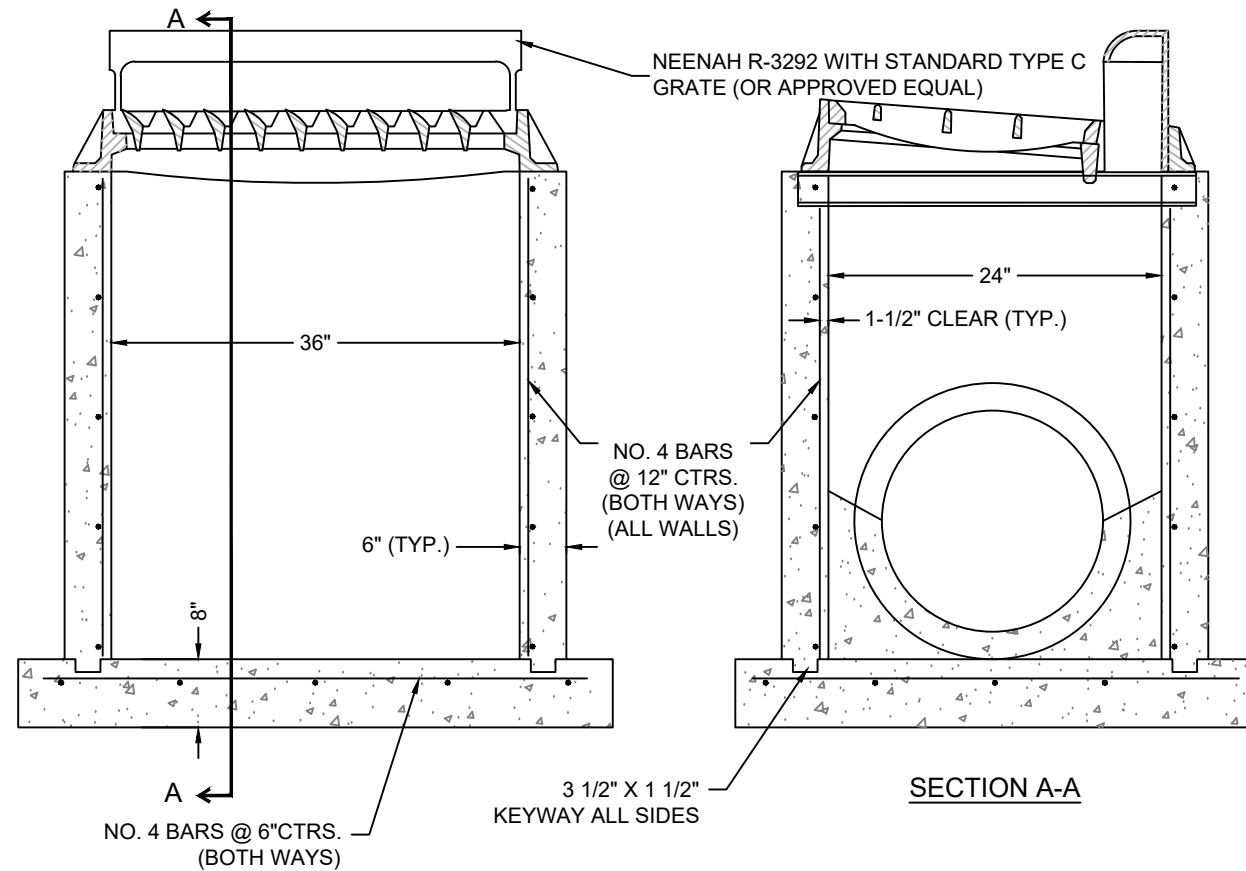


NOTES:  
1. INCREASE ASPHALT PAVEMENT SECTION THICKNESS BY 1.5 TIMES THE RECOMMENDED PAVEMENT THICKNESS WHERE PIPES ARE TO BE INSTALLED UNDER EXISTING PAVEMENT.

UNDER PAVEMENT

4.01 PIPE INSTALLATION

SCALE: NONE

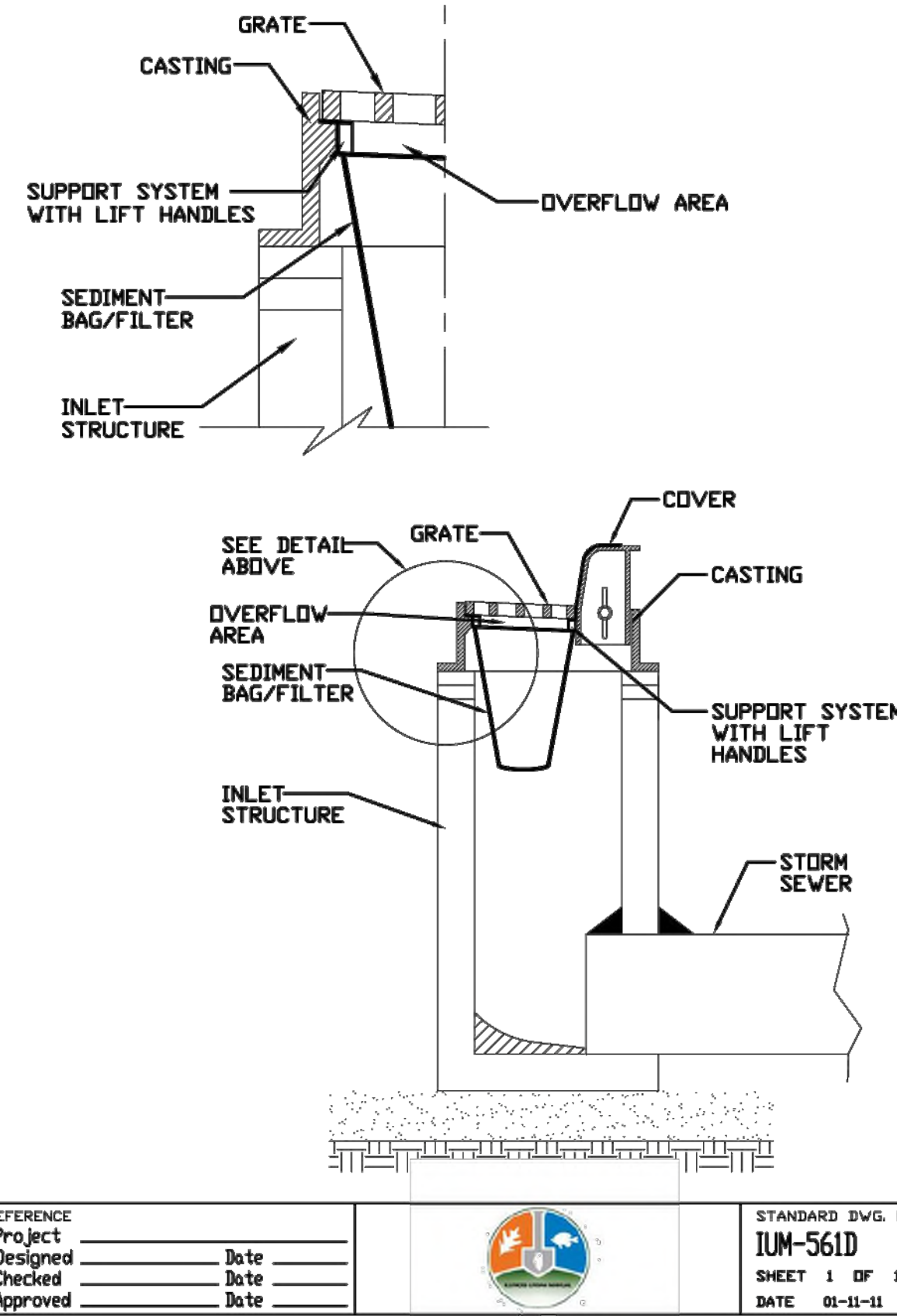


NOTES:  
1. USE CLASS "A" CONCRETE (AE) THROUGHOUT.  
2. FLOOR OF INLET SHALL BE SHAPED WITH NON-REINFORCED CLASS "A" CONCRETE (AE) INVERT TO PROVIDE SMOOTH FLOW.  
3. BEVEL ALL EXPOSED EDGES WITH 3/4" TRIANGULAR MOUNDING.

4.03 COMBINATION INLET

SCALE: NONE

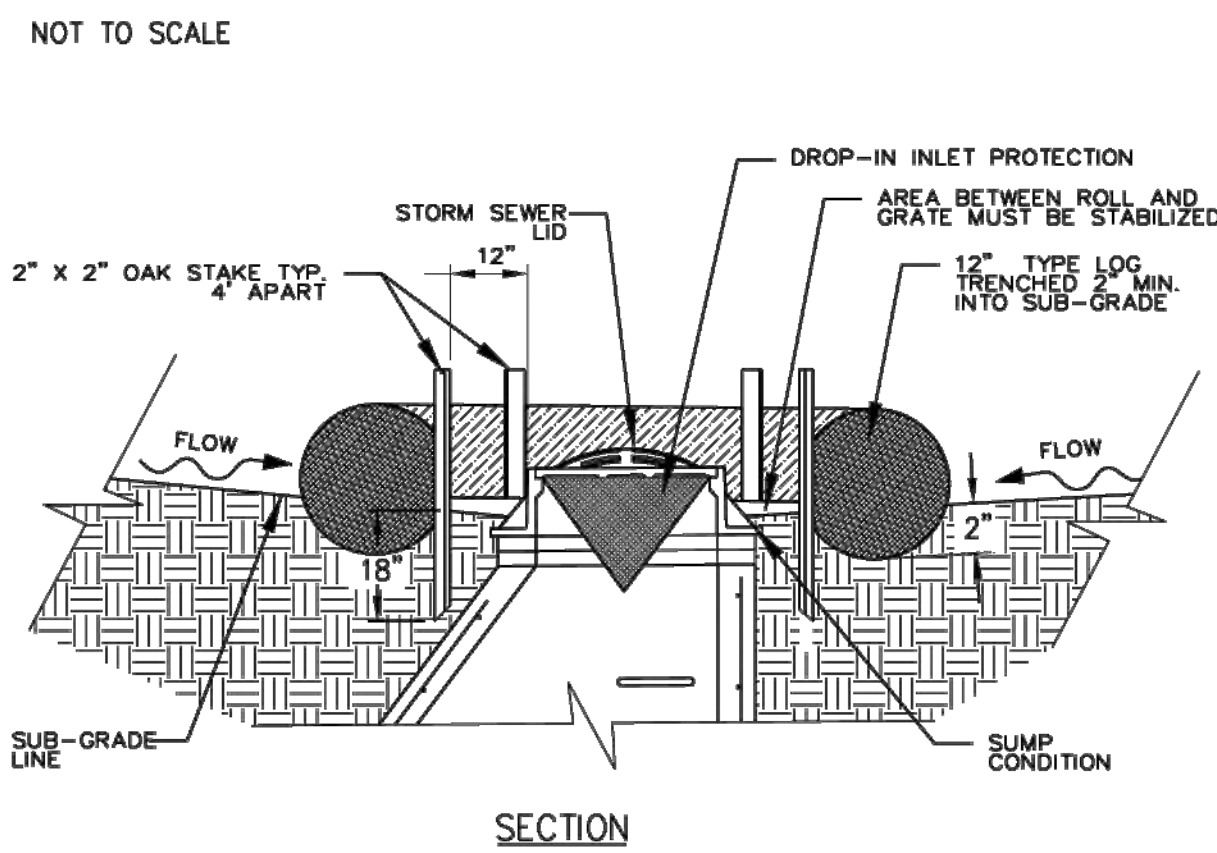
INLET PROTECTION - PAVED AREAS  
DROP-IN PROTECTION



REFERENCE: Project \_\_\_\_\_ Date \_\_\_\_\_  
Designed \_\_\_\_\_ Date \_\_\_\_\_  
Checked \_\_\_\_\_ Date \_\_\_\_\_  
Approved \_\_\_\_\_ Date \_\_\_\_\_

STANDARD DWG. NO. IUM-561D  
SHEET 1 OF 1  
DATE 01-11-11

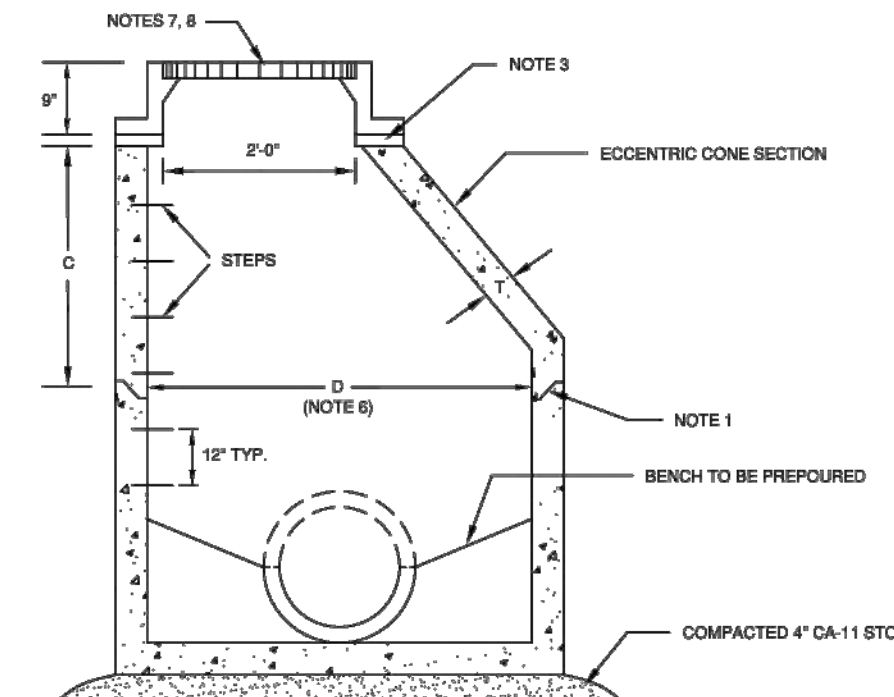
INLET PROTECTION LOG TYPE



NOTES:  
1. 2" x 2" nominal hardwood stakes, 4 foot minimum length, driven into ground approximately 18 inches, stakes driven a minimum width of 1/2 inches away from the drop inlet.  
2. Area inside the log, from edge of fabric to structure, must be stabilized with erosion control blanket, Turf Reinforcement Mat, Geotextile 592 Table 2 Class 2 or CA-7 stone.  
3. The maximum distance between the stakes should be 4 feet.  
4. A maintenance schedule must maintain a sediment accumulation of less than 50% of the height of the log.

REFERENCE: Project \_\_\_\_\_ Date \_\_\_\_\_  
Designed \_\_\_\_\_ Date \_\_\_\_\_  
Checked \_\_\_\_\_ Date \_\_\_\_\_  
Approved \_\_\_\_\_ Date \_\_\_\_\_

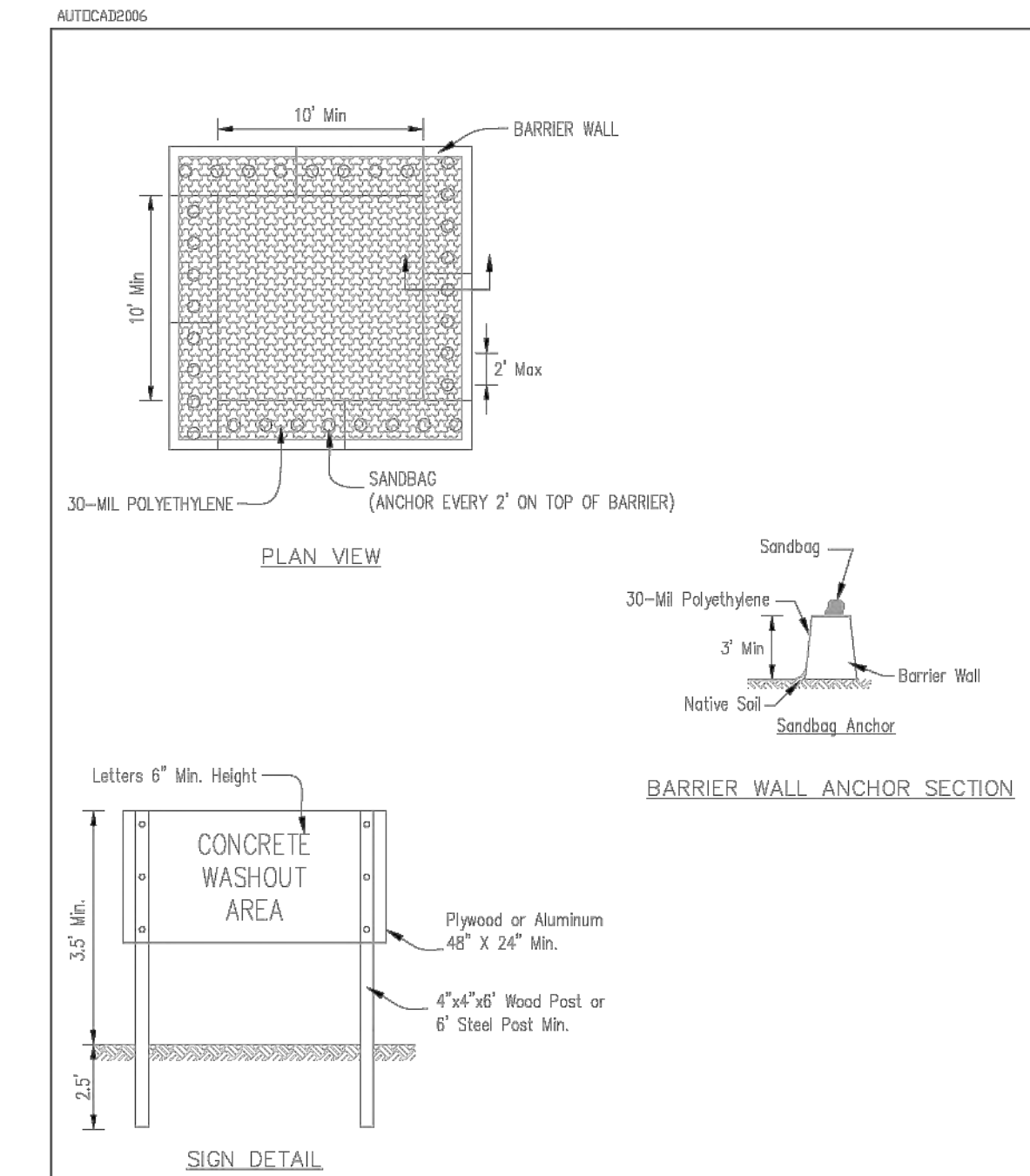
STANDARD DWG. NO. IUM-562  
SHEET 1 OF 1  
DATE 11-30-2015



NOTES:  
1. PRECAST SECTIONS SHALL BE JOINED WITH TONGUE AND GROOVE JOINTS SEALED WITH TWO (2) STRIPS BUTYL RUBBER.  
2. PRECAST CONCRETE BARREL SECTION ASTM C-478 AND ASTM C-443.  
3. PRECAST CONCRETE RING CONSTRUCTION ASTM C-478-61 ADJUSTMENT TO 1" MAXIMUM USING THE MINIMUM NEEDED TO ACHIEVE THE DESIRED ELEVATION - 3 RINGS MAXIMUM. RUBBER RINGS SHALL BE USED IN ALL TRAFFIC AREAS.  
4. STEPS SHALL BE EMBEDDED INTO WALL A MINIMUM OF 3 INCHES AND SHALL BE STEEL REINFORCED POLYURETHANE STEPS (12" WIDE).  
5. FOR OPTIONAL PRECAST CONCRETE FLAT SLAB TOP REFER TO IDOT STANDARD 602601.  
6. MINIMUM DIAMETER (D) SHALL BE AS FOLLOWS:  
48" FOR 8" - 18" PIPE  
60" FOR 21" - 36" PIPE  
72" FOR 36" - 60" PIPE  
7. APPROVED MANUFACTURERS PRODUCT NUMBERS:  
- PAVED AREAS (SOLID LID): EAST JORDAN 1050, EXTRA HEAVY DUTY, TYPE A SOLID COVER  
- PAVED AREAS (OPEN LID): EAST JORDAN 1050, EXTRA HEAVY DUTY, TYPE 1020M GRATE  
- NON-PAVED AREAS (SOLID LID): EAST JORDAN 1050, MEDIUM DUTY, TYPE A SOLID COVER  
- NON-PAVED AREAS (OPEN LID): EAST JORDAN 1050, MEDIUM DUTY, TYPE 01 BEEHIVE GRATE  
8. ADDITIONAL DETAILS FOR STORM FRAMES AND LIDS:  
- SOLID LIDS FOR VILLAGE OWNED STRUCTURES MUST HAVE THE WORDS "VILLAGE OF MOUNT PROSPECT" AND HAVE THE NAME OF THE UTILITY (STORM) CAST INTO THE LID.  
- OPEN LIDS MUST HAVE THE WORDS "DUMP NO WASTE, DRAINS TO WATERWAYS" CAST INTO THE LID.  
- OTHER MANUFACTURERS PRODUCTS OF EQUAL SPECIFICATION MAY BE SUBSTITUTED AT THE APPROVAL OF THE VILLAGE ENGINEER.

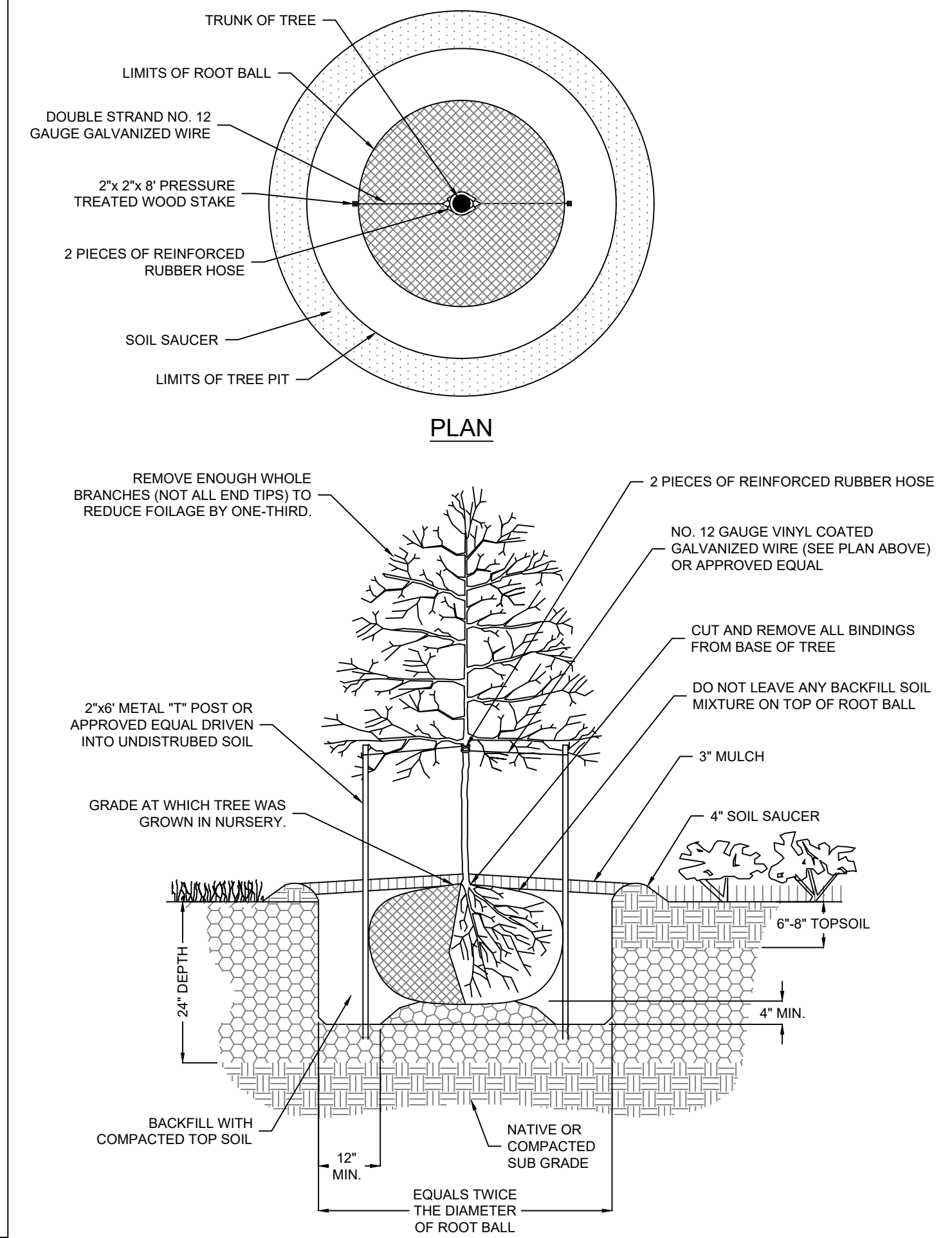
Village of Mount Prospect  
Public Works Department  
1700 W. Central Rd.  
STORM MANHOLE DETAIL  
Last Revised: 8-09

H:\Engineering\Reference\Details\VillageStandards\STORM MANHOLE DETAIL.dwg



NOTES:  
1. Maintaining temporary concrete washout facilities shall include removing and disposing of hardened concrete and/or slurry and returning the facilities to a functional condition.  
2. Facility shall be cleaned or reconstructed in a new area once washout becomes two-thirds full.

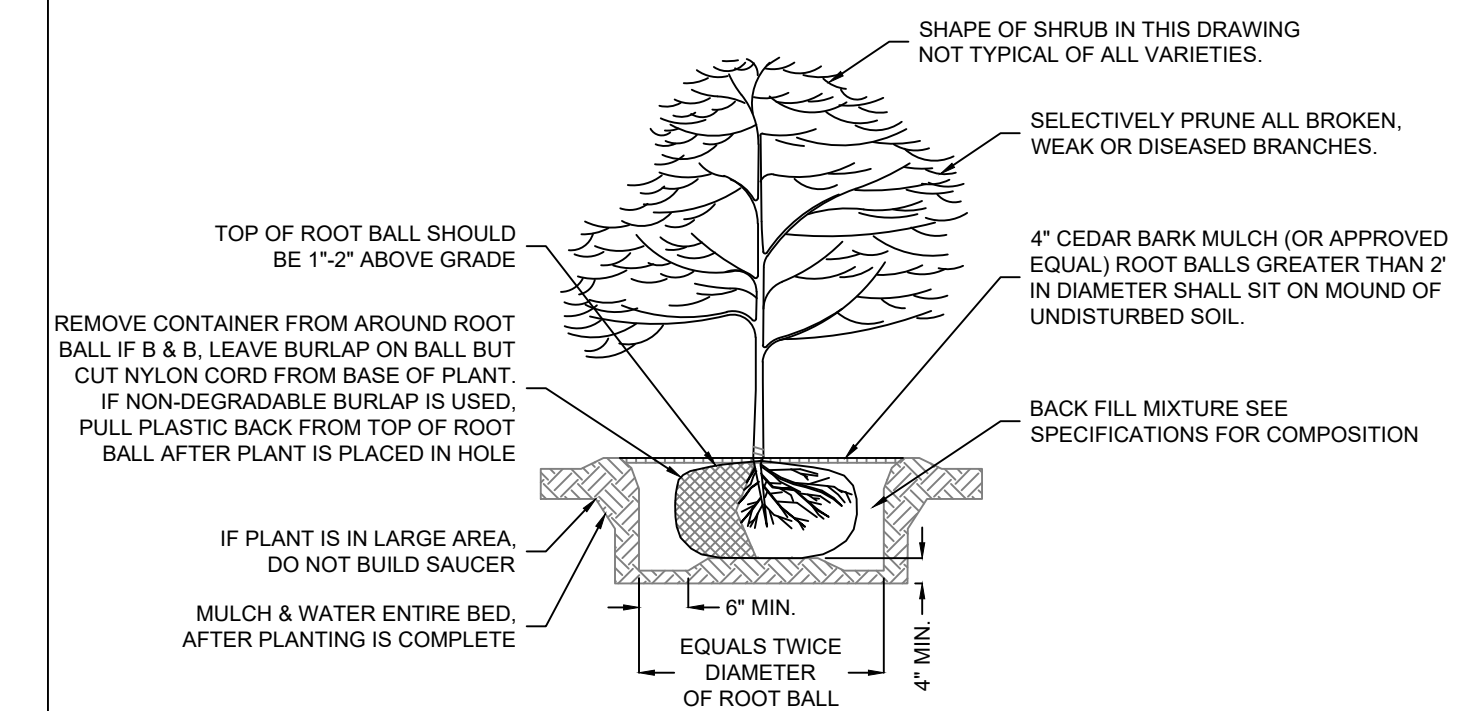
TEMPORARY CONCRETE WASHOUT FACILITY - BARRIER WALL



NOTE:  
1. BACKFILL AROUND ROOT BALL IN 6"-8" LAYERS WATERING EACH LAYER UNTIL SETTLED TO AVOID AIR POCKETS.  
2. LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR THE REMOVAL OF TREE STABILIZATION AT THE END OF THE SECOND GROWING SEASON.

5.01 TREE PLANTING DETAIL

SCALE: NONE



5.02 SHRUB PLANTING DETAIL

SCALE: NONE



FIRM LICENSE NO. 63620661



ENGINEER OF RECORD:  
NAME: MATTHEW STEVEN MILLER  
LICENSE NO. IL #PE 062 065164

PROJECT NUMBER: 104.074

REVISION:

7 BREW COFFEE  
MOUNT PROSPECT, IL 02

201 E EUCLID AVE  
MOUNT PROSPECT, IL 60056



C7.2  
DETAILS

DATE: APRIL 14, 2026













FLOOR PLAN GENERAL NOTES:

- REFER TO STRUCTURAL, PLUMBING, MECHANICAL & ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION.
- REFER TO BUILDING ELEVATIONS FOR EXTERIOR MATERIALS.
- COORDINATE LOCATION OF BUILDING UTILITIES WITH CIVIL DRAWINGS.
- ALL WOOD BLOCKING & SHIMS TO BE FIRE RETARDANT TREATED WOOD (FRT).
- COORDINATE FINAL LOCATION OF KNOX BOX WITH THE LOCAL FIRE AUTHORITY.
- DIMENSIONS ARE FROM FACE OF FINISH, U.N.O.
- PROVIDE IN-WALL F.R.T. BLOCKING FOR MILLWORK, SHELVING, PANELS, ETC.
- RETURN GYPSUM BOARD ON WINDOW JAMBS, SILLS, AND HEADS TO THE STOREFRONT FRAME.
- ALL CONTRACTORS TO VERIFY EXISTING FIELD CONDITIONS BEFORE ANY WORK COMMENCES. NOTIFY ARCHITECT OF ANY DISCREPANCIES (TYPICAL).
- FIRE EXTINGUISHERS TO BE SUPPLIED BY G.C., QUANTITY AND LOCATIONS ARE SUBJECT TO CHANGE AT DISCRETION OF LOCAL AHJ & FIRE MARSHAL.
- G.C. TO REFER TO LIFE SAFETY PLANS FOR THE FIRE RATING OF EXISTING CONSTRUCTION. ALL EXISTING FIRE RATED CONSTRUCTION TO BE PROTECTED DURING CONSTRUCTION AND ITS FIRE RATING TO BE MAINTAINED. REFER TO SHELL DRAWINGS AS NOTED FOR FURTHER INFORMATION.
- ALL WALLS IN KITCHEN FOOD PREPARATION AREAS, SERVICE AREAS, BARS, AND TOILET ROOMS TO BE MOISTURE AND MOLD RESISTANT GYPSUM BOARD, DUROCK CEMENT BOARD (OR EQUAL), TO BE INSTALLED 4'-0" AFF (FLUSH WITH GYPSUM BOARD). WALLS BEHIND HOODS, AT DISHWASHING / SCULLERY, AND IN MOP BASIN AREAS TO BE FULL HEIGHT CEMENT BOARD.
- FLOORS IN KITCHEN FOOD PREPARATION AREAS, SERVICE AREAS, BARS, AND TOILET ROOMS TO RECEIVE A WATERPROOF MEMBRANE. INSTALL ON FLOOR AND EXTEND 12" MIN. UP WALLS, CONTINUE 24" PAST ROOM ENTRYWAYS ON FLOOR IN ADJACENT SPACES. GC TO INSTALL MEMBRANE IN ACCORDANCE WITH MANUFACTURER'S WRITTEN INSTALLATION INSTRUCTIONS. ALL FLOOR PIPE PENETRATIONS, CLEANOUTS, AND FLOOR DRAINS MUST BE SEALED WATERTIGHT, WITH MEMBRANE AND FLASHING EXTENDING IN CLAMPING COLLAR PER MANUFACTURER'S SPECIFICATIONS.
- ALL FLOORS IN WET AREAS TO BE TESTED DURING CONSTRUCTION TO VERIFY WATERPROOFING.

DRAWING LEGEND:

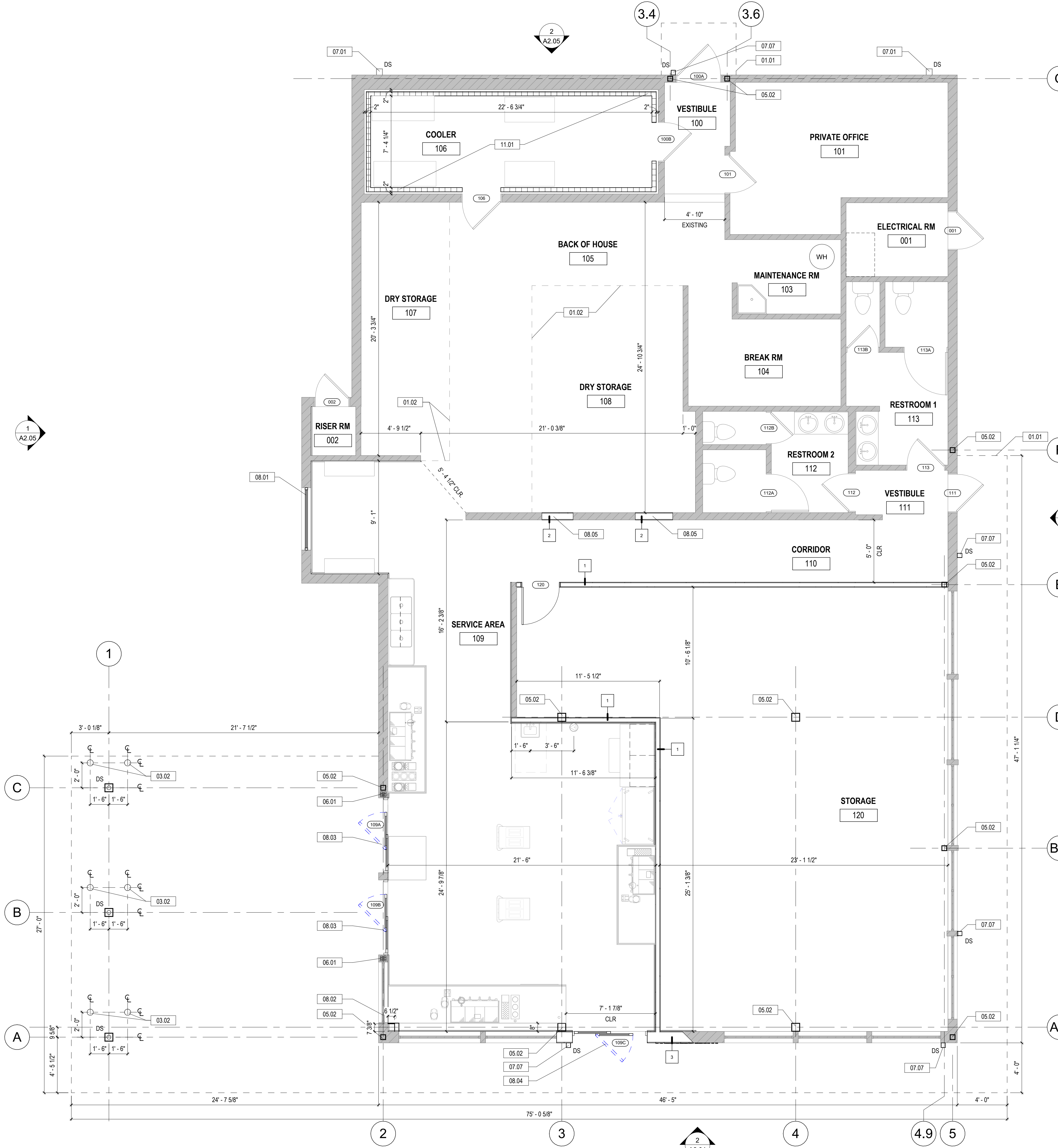
- WALL - SEE TYPE DEFINITIONS & DETAILS ON WALL TYPE SHEET
- WALL TYPE SYMBOL
- NEW DOOR, REFER TO DOOR SCHEDULE

KEYNOTES LEGEND

NO.	DESCRIPTION
01.01	DASHED LINE REPRESENTS OUTLINE OF CANOPY ABOVE.
01.02	DASHED LINE INDICATES PERIMETER OF SPACE DESIGNATED FOR DRY STORAGE.
03.02	CONCRETE PIPE BOLLARD W/ 6" BOLLARD COVER BY ULINE, COLOR TO BE SW 9177 "SALTY DOG". REFER TO EXTERIOR FINISH SCHEDULE AND STRUCTURAL DRAWINGS.
05.02	HSS COLUMN, REFER TO STRUCTURAL DRAWINGS.
06.01	WD POST, REFER TO STRUCTURAL DRAWINGS.
07.01	EXISTING DOWNSPOUT TO REMAIN.
07.07	NEW PREFINISHED METAL DOWNSPOUT, TIE TO SITE STORMWATER MANAGEMENT SYSTEM, TYP. REFER TO ROOF PLAN FOR DRAINAGE.
08.01	NEW WINDOW IN LOCATION OF REMOVED DRIVE-THRU WINDOW, REFER TO EXTERIOR ELEVATIONS AND WINDOW ELEVATIONS.
08.02	EXISTING WINDOW TO REMAIN, TYP.
08.03	DRIVE-THRU SERVICE DOOR, REFER TO DOOR SCHEDULE.
08.04	NEW WALK-UP SERVICE DOOR IN LOCATION OF DEMOLISHED VESTIBULE.
08.05	INFILL TO MATCH CONSTRUCTION OF EXISTING WALL.
11.01	CUSTOM COOLER INSERT, COORDINATE W/ COOLER PROVIDER.

WALL TYPES

<p>2X4 INTERIOR WALL FIRE RATING: 0-HR</p> <p>2X4 WOOD FRAMING @ 16" O.C., ONE (1) LAYER OF GYPSUM BOARD EACH SIDE. STUD CAVITY FILLED WITH FIBERGLASS BATT INSULATION.</p>	<p>2X INTERIOR WALL INFILL FIRE RATING: 0-HR</p> <p>2X WOOD FRAMING TO MATCH EXISTING WALL CONSTRUCTION, ONE (1) LAYER OF GYPSUM BOARD EACH SIDE. STUD CAVITY FILLED WITH FIBERGLASS BATT INSULATION.</p>
<p>1</p> <p>INTERIOR WALL TYPE</p> <p>NOT TO SCALE</p> <p>2X EXTERIOR WALL INFILL FIRE RATING: 0-HR</p> <p>NEW CLADDING AND 2X WOOD FRAMING TO MATCH EXISTING WALL CONSTRUCTION WITH ONE (1) LAYER OF GYPSUM BOARD INTERIOR FINISH. REFER TO EXTERIOR ELEVATIONS AND WALL SECTIONS FOR ADDITIONAL INFORMATION.</p>	<p>2</p> <p>INTERIOR WALL INFILL</p> <p>NOT TO SCALE</p> <p>2X6 EXTERIOR TOWER WALL FIRE RATING: 0-HR</p> <p>3/4" THIN BRICK OVER WEATHER RESISTANT BARRIER OVER 5/8" SHEATHING EACH SIDE ON 5-1/2" WOOD STUDS @ 16" O.C. REFER TO EXTERIOR ELEVATIONS, WALL SECTIONS AND STRUCTURAL DRAWINGS FOR ADDITIONAL INFORMATION.</p>
<p>3</p> <p>EXTERIOR WALL INFILL</p> <p>NOT TO SCALE</p>	<p>4</p> <p>EXTERIOR TOWER WALL</p> <p>NOT TO SCALE</p>



1 FLOOR PLAN  
1/4" = 1'-0"



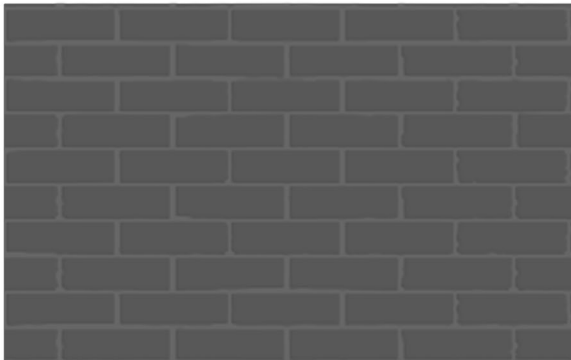




LIGHTER BRICK  
SW9109 NATURAL LINEN



BOLLARDS  
SW0053 SALTY DOG



DARKER BRICK  
SW7069 IRON ORE



METAL TRIM  
ZINC GREY



METAL PANEL  
ROYAL BLUE

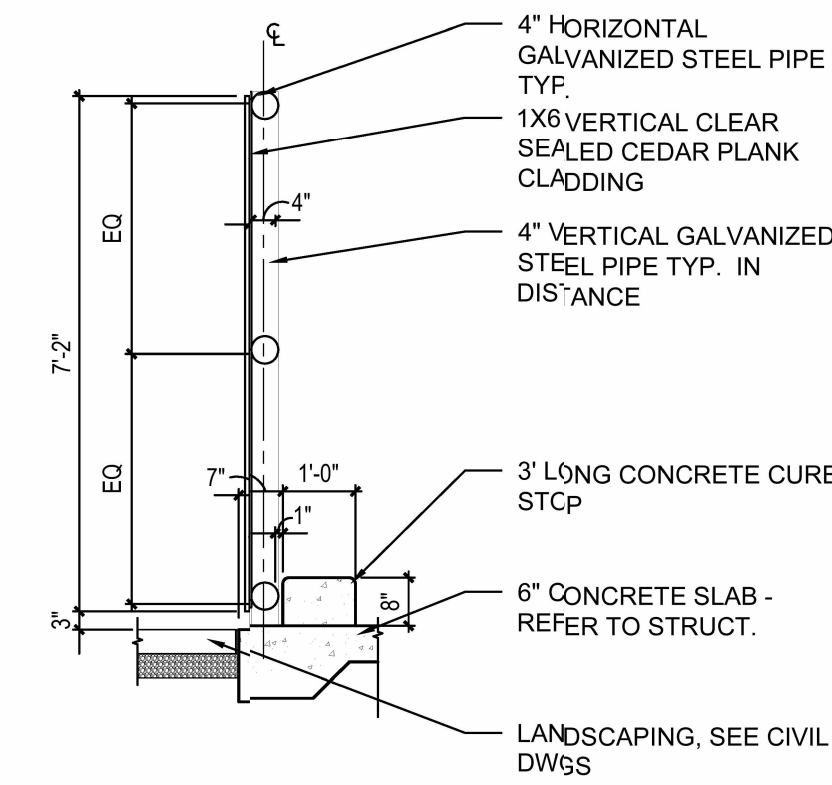




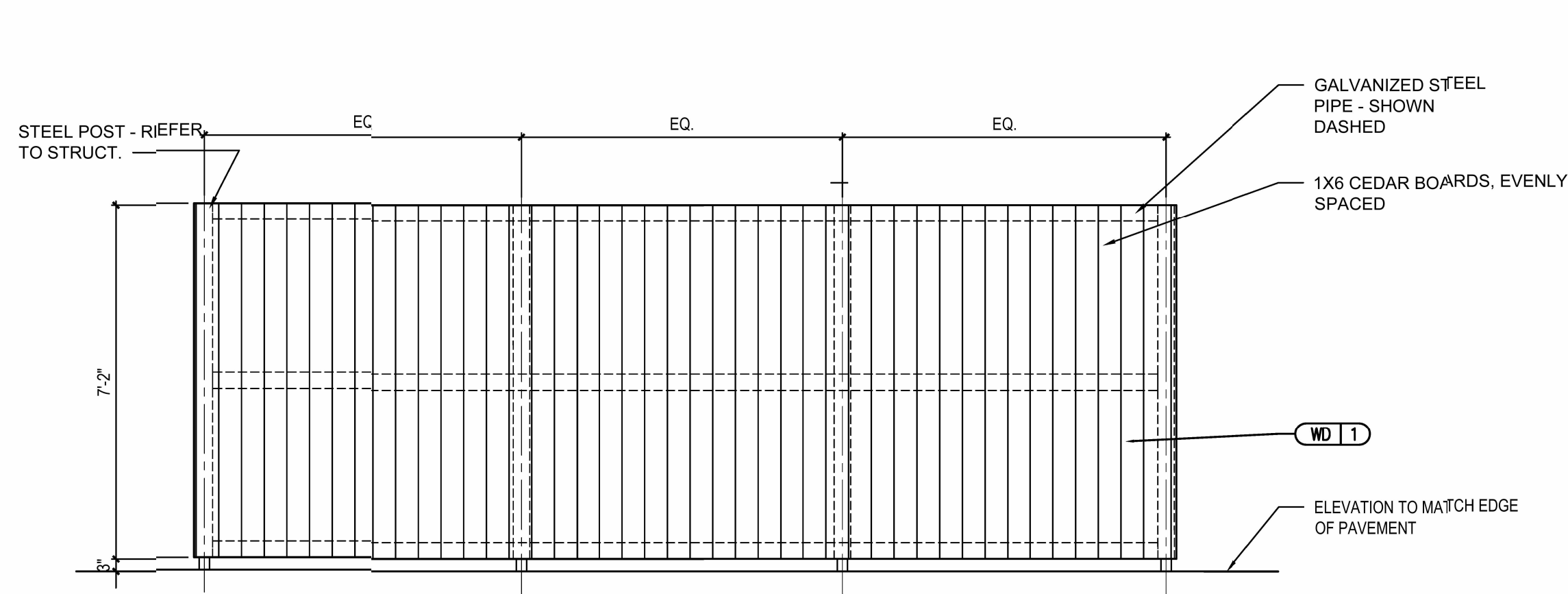
FINISH MATERIALS & RESPONSIBILITY MATRIX			
TAG	ITEM	DESCRIPTION	REMARKS
PT-1	PAINT	SHERWIN WILLIAMS COLOR: "SALTY DOG" SW 9177 FINISH: SATIN / SEMI-GLOSS	BOLLARDS
PT-2	PAINT	SHERWIN WILLIAMS COLOR: "TRICORN BLACK" SW 6258 FINISH: SATIN / SEMI-GLOSS	HINGES
WD-1	WOOD CLADDING PLAN	1X6 VERTICAL CLEAR SEALED CEDAR	WOOD CLADDING

**DUMPSTER ENCLOSURE GENERAL NOTES:**

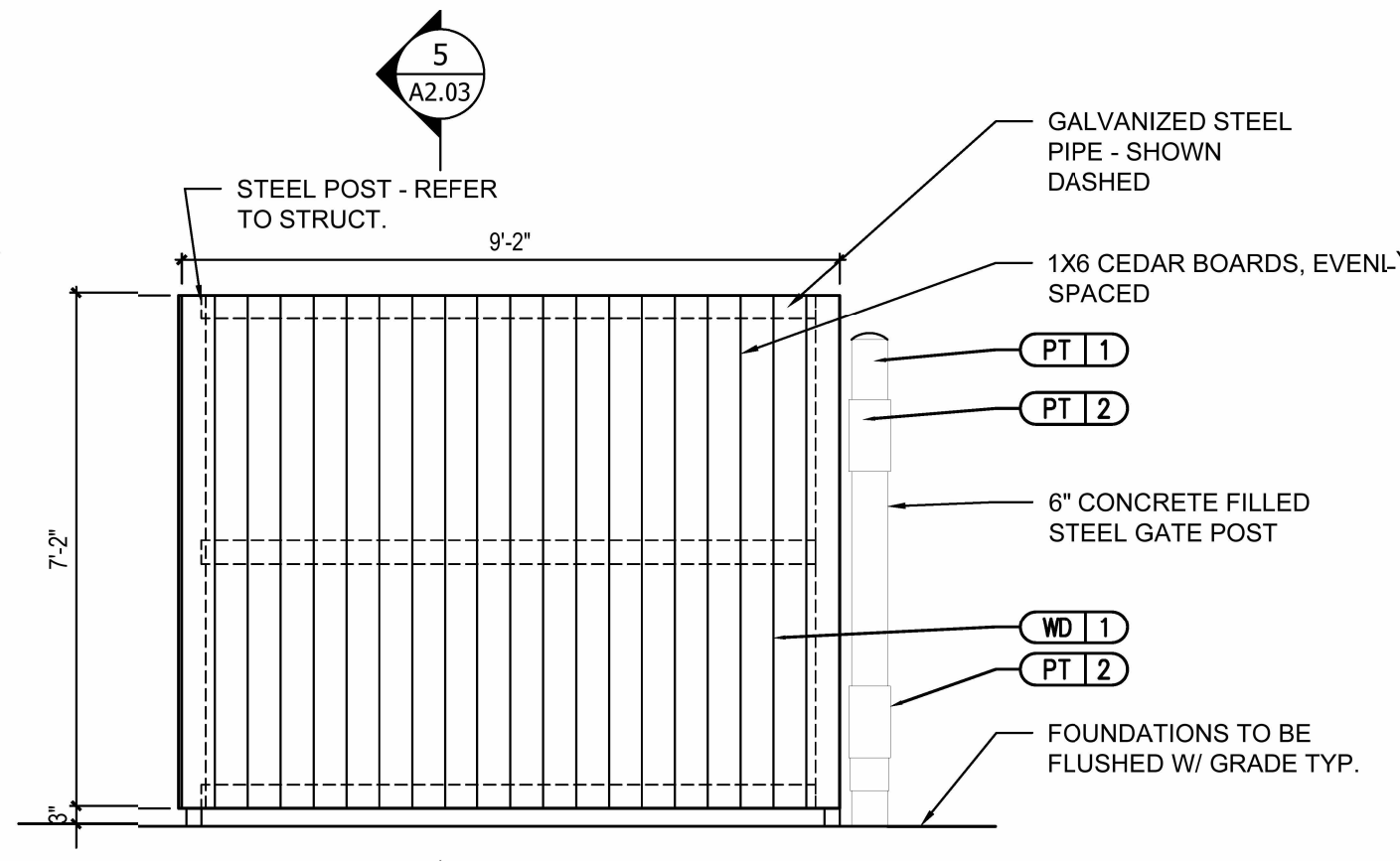
- STRUCTURE DASHED BEYOND FOR REFERENCE.
- ALL BARE METAL TO BE PRIMED BEFORE PAINTED PER PAINT MANUFACTURER.



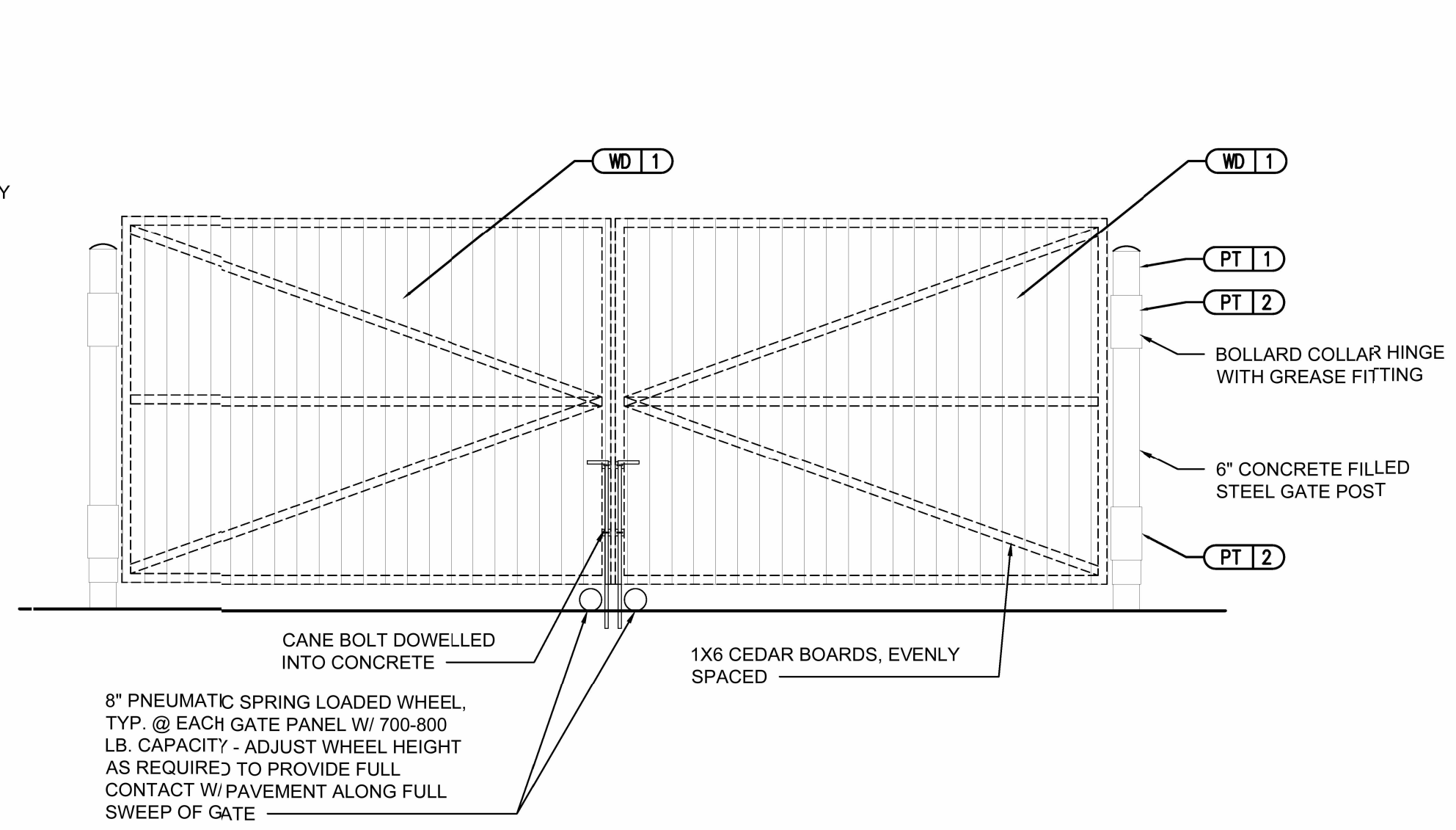
**5 WALL SECTION**  
Scale: 3/8"=1'-0"



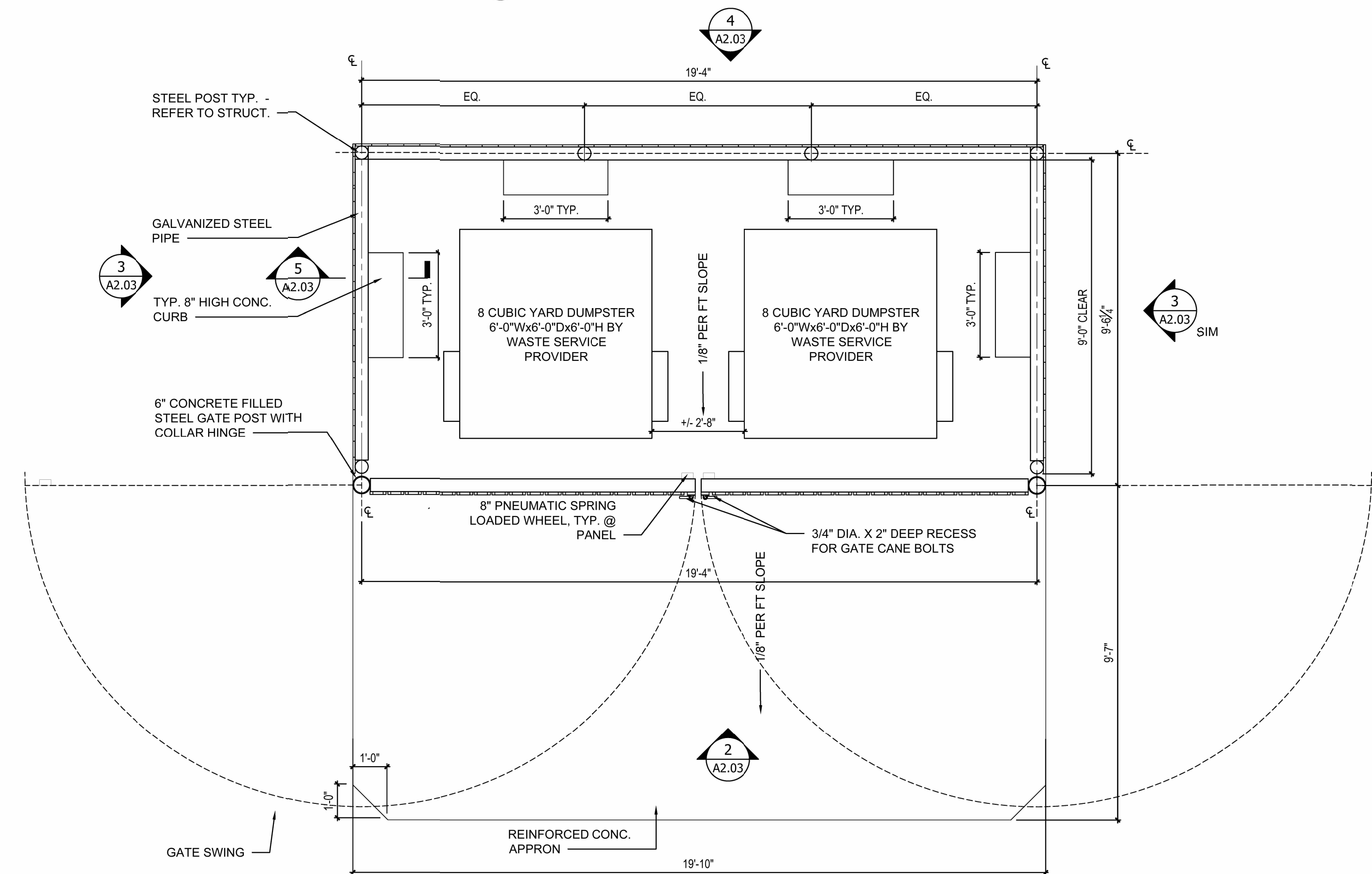
**4 REAR ELEVATION**  
Scale: 3/8"=1'-0"



**3 SIDE ELEVATION**  
Scale: 3/8"=1'-0"



**2 FRONT ELEVATION**  
Scale: 3/8"=1'-0"



**1 FLOOR PLAN**  
Scale: 3/8"=1'-0"

**WHO BREW, LLC**

100 POWELL PLACE #1230  
NASHVILLE, TN 37204  
(615) 282-5602



**SEVEN BREW  
MT. PROSPECT**

201 EAST EUCLID AVENUE  
MOUNT PROSPECT, IL 60056

RDLA PROJECT #: 25046C

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**ISSUE**

NO.	DESCRIPTION	DATE
1	P&Z RESUBMITTAL	03-19-2026
2		
3		
4		
5		
6		
7		
8		
9		
10		
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19		
20		

**TRASH  
ENCLOSURE**

SCALE: As indicated



**DESIGN PROPOSAL**

PROJECT ID:	0431217A
CLIENT:	SEVEN 7B BREW COFFEE
ADDRESS:	201 E EUCLID MT PROSPECT, IL
DATE:	3/20/26
CONTACT:	WLF/CW
DESIGNER:	JMC

Pattison



1.866.635.1110  
pattisonid.com

Project ID  
0431217A

SEVEN BREW COFFEE  
201 E EUCLID  
MT PROSPECT, IL

Date: 3/20/26  
Contact: WLF/CW  
Designer: JMC

Sign Item

SITE PLAN

Scale: 1" = 30'-0"

Revision Notes

Information Required  
for Production

Customer Approval

Signature

MM/DD/YYYY

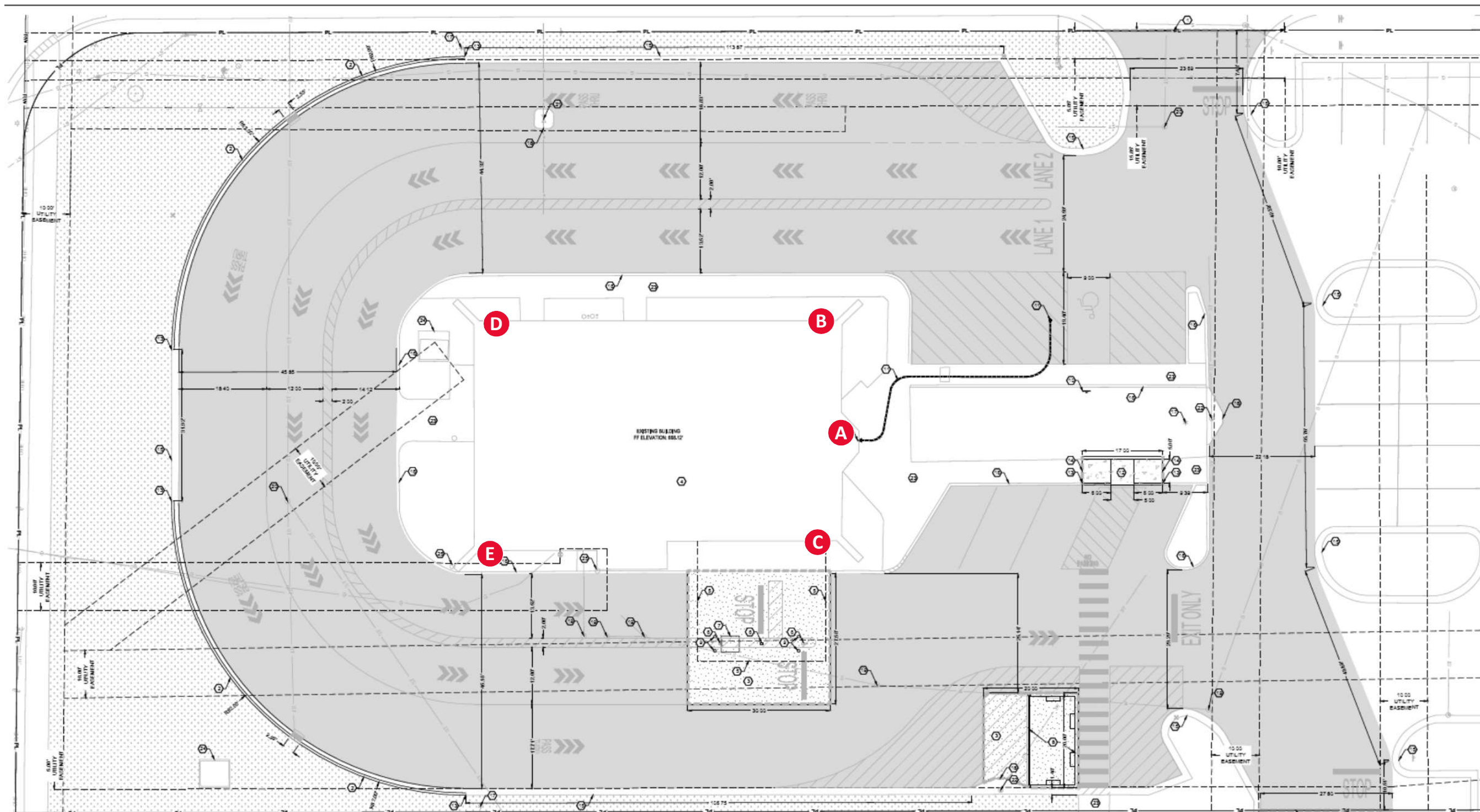
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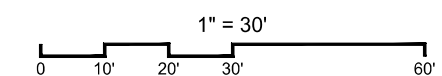
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SITE PLAN/AERIAL VIEW



**Sign Item**

**FRONT ELEVATION**

Scale: 3/16" = 1'-0"

**Revision Notes**

**Information Required for Production**

**Customer Approval**

Signature

MM/DD/YYYY

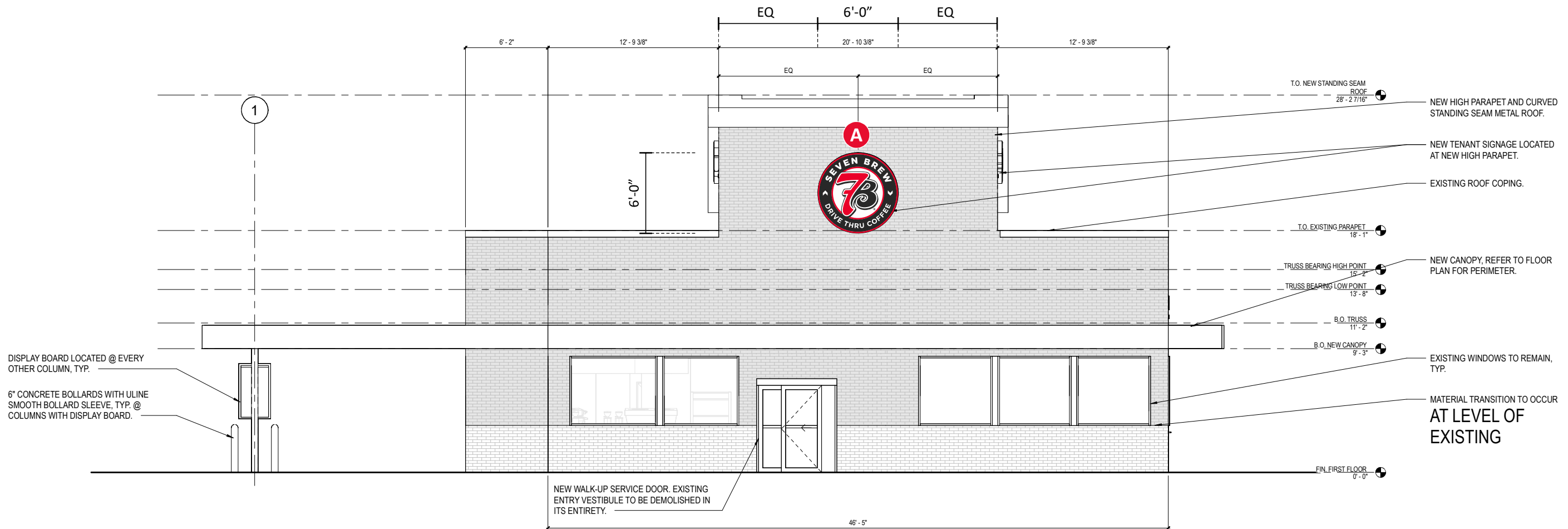
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**EXTERIOR FRONT ELEVATION**

SCALE: 1/8" = 1'-0"

Sign Item

SIDE w/ COOLER ELEV.

Scale: 3/16" = 1'-0"

Revision Notes

Information Required for Production

Customer Approval

Signature

MM/DD/YYYY

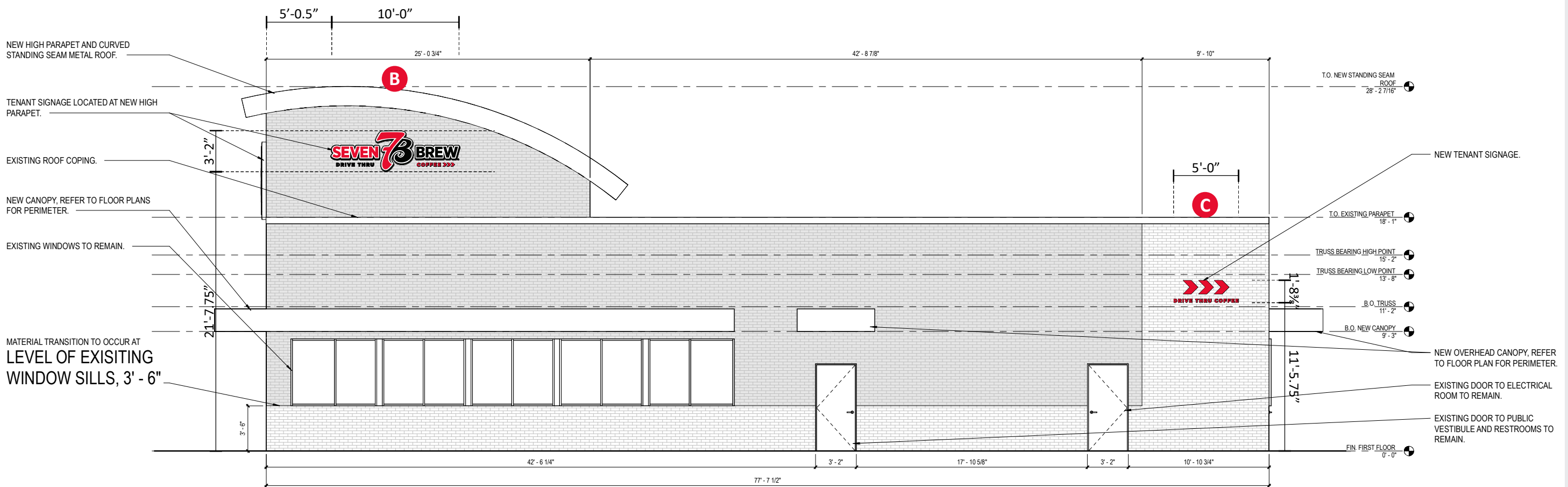
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EXTERIOR LEFT ELEVATION

SCALE: 1/8" = 1'-0"

Project ID  
0431217A

SEVEN BREW COFFEE  
201 E EUCLID  
MT PROSPECT, IL

Date: 3/20/26  
Contact: WLF/CW  
Designer: JMC

Sign Item

DRIVE THRU ELEVATION

Scale: 3/16" = 1'-0"

Revision Notes

Information Required  
for Production

Customer Approval

Signature

MM/DD/YYYY

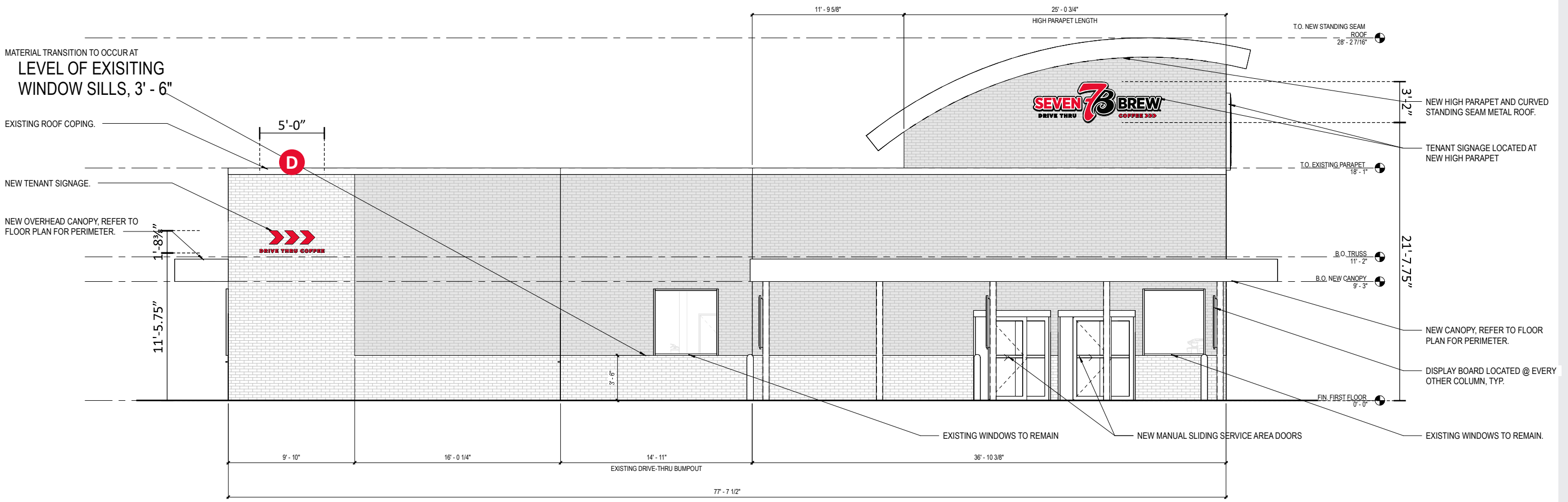
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EXTERIOR RIGHT ELEVATION

SCALE: 1/8" = 1'-0"

Project ID  
0431217A

SEVEN BREW COFFEE  
201 E EUCLID  
MT PROSPECT, IL

Date: 3/20/26  
Contact: WLF/CW  
Designer: JMC

Sign Item

Scale:

Revision Notes

Information Required  
for Production

Customer Approval

Signature

MM/DD/YYYY

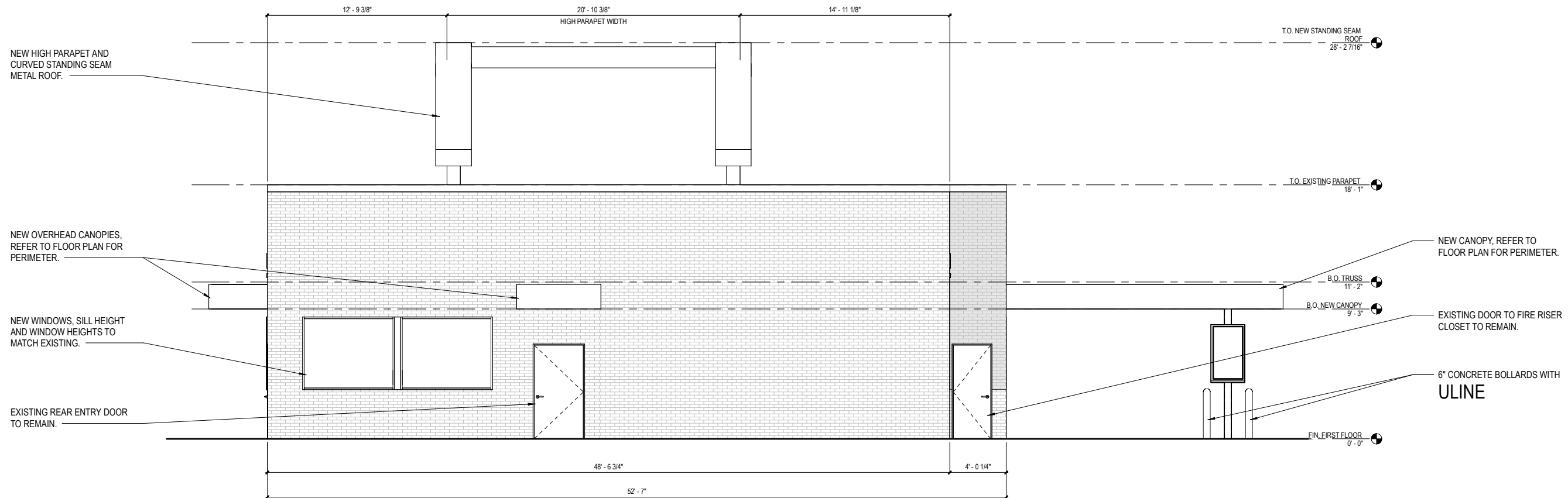
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EXTERIOR NORTH ELEVATION

SCALE: 1/8" = 1'-0"



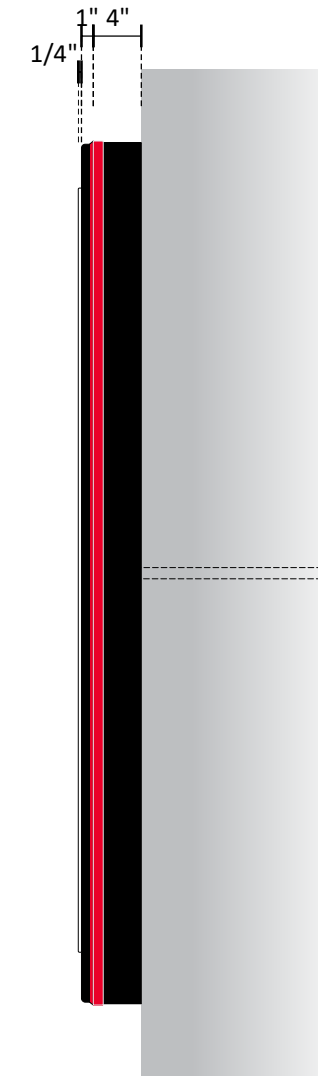
PERIMETER COPY, ARROWS & "7B"  
TO BE EMBOSSED ADD'L 1/4"

4" DEEP FABRICATED ALUMINUM SIGN CABINET -  
RETURNS & BACKS PAINTED BLACK -  
INTERIOR PAINTED LIGHT-ENHANCING WHITE

FORMED & EMBOSSED PAN POLYCARBONATE  
FACES w/ TRANSLUCENT FILM GRAPHICS  
(SEE COLOR KEY) - BLOCKOUT FILM AS REQ'D -  
WHITE CIRCLE AREA TO BE DEBOSSED AROUND  
"7B" LOGO & COPY

INTERNALLY-ILLUMINATED w/ 7100k WHITE GE  
TETRAMAX LED's - REMOTE POWER SUPPLIES -  
CUSTOMER TO PROVIDE POWER TO SIGN

TO BE FLUSH-MOUNTED TO FRONT FASCIA  
w/ NON-CORROSIVE HARDWARE AS REQ'D -  
BLOCKING TO BE PROVIDED BY GC PRIOR TO  
INSTALLATION



**END VIEW**

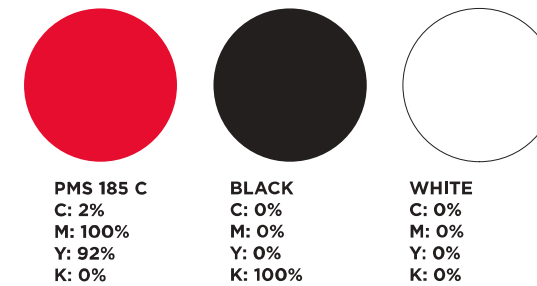
**A S/F ILLUMINATED MEDALLION SIGN**  
ONE [1] REQUIRED - MANUFACTURE & INSTALL

SCALE: 3/4" = 1'-0"  
28.27 Sq.Ft. CIRCLE



**SIMULATED NIGHT VIEW**

**BRAND COLORS**



Project ID  
**0431217A**

**SEVEN BREW COFFEE**  
201 E EUCLID  
MT PROSPECT, IL

Date: 3/20/26  
Contact: WLF/CW  
Designer: JMC

**Sign Item**

**A: LOGO MEDALLION**

Scale: 3/4" = 1'-0"

**Revision Notes**

**Information Required  
for Production**

**Customer Approval**

Signature \_\_\_\_\_

MM/DD/YYYY \_\_\_\_\_

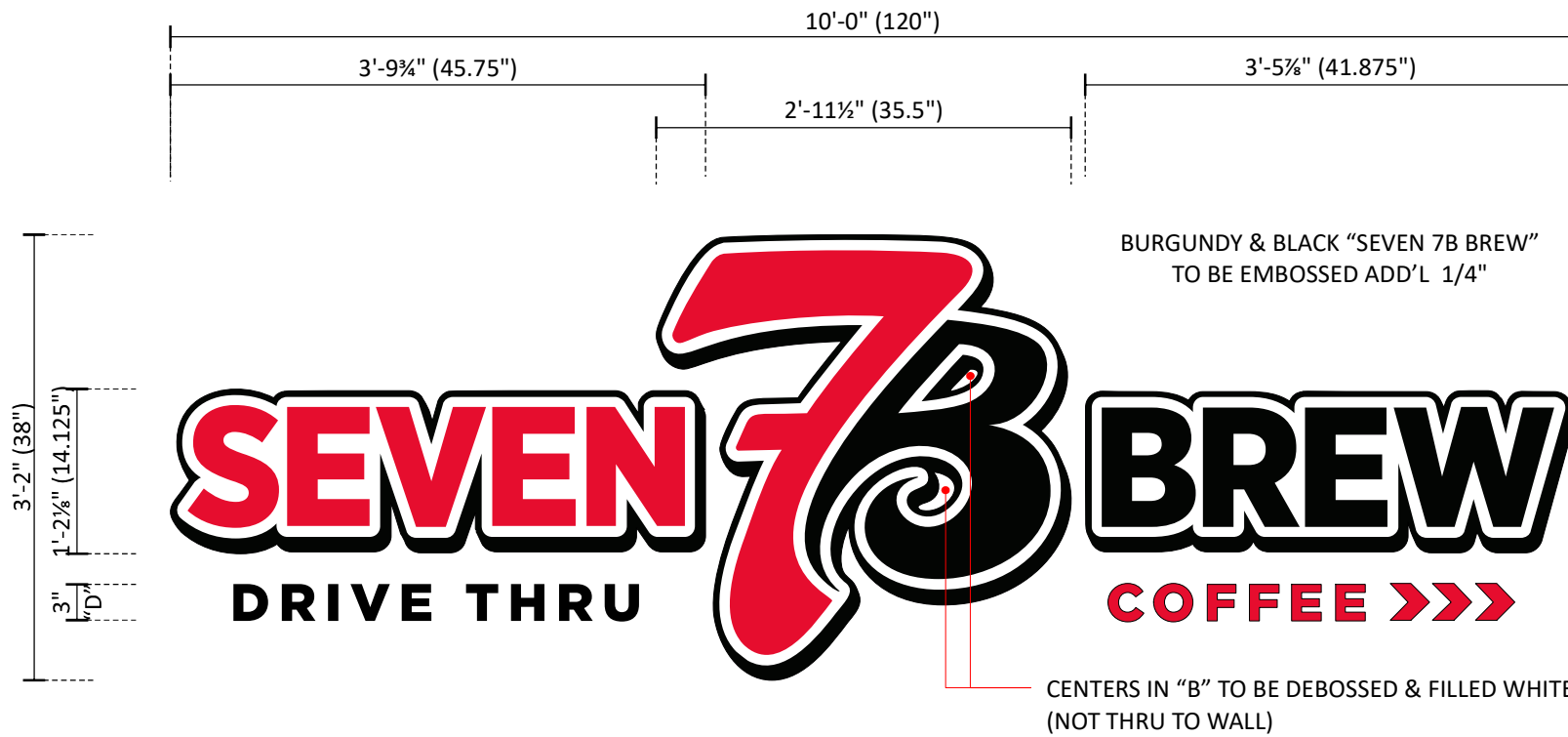
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**"SEVEN 7B BREW":**  
 4" DEEP FABRICATED ALUMINUM SIGN  
 CABINETS - RETURNS PAINTED BLACK -  
 INTERIOR PAINTED LIGHT-ENHANCING WHITE

FORMED & EMBOSSED PAN POLYCARBONATE  
 FACES w/ TRANSLUCENT FILM GRAPHICS  
 (SEE COLOR KEY) - BLOCKOUT FILM AS REQ'D -  
 CENTERS IN "B" ON LOGO TO BE DEBOSSSED

1/4" DIA. WEEP HOLES IN LOW POINTS OF  
 CABINETS w/ ALUMINUM LIGHT SCREENS @  
 EACH WEEP HOLE TO PREVENT LIGHT LEAKS

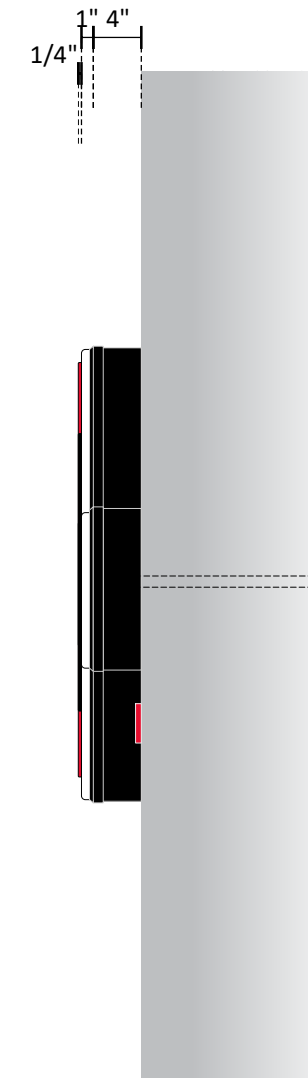
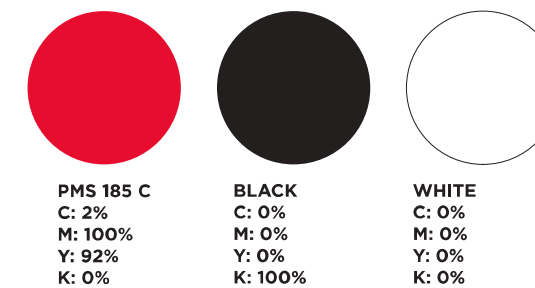
INTERNALLY-ILLUMINATED w/ 7100k WHITE GE  
 TETRAMAX LED's - REMOTE POWER SUPPLIES -  
 CUSTOMER TO PROVIDE POWER TO SIGN

TO BE FLUSH MOUNTED TO FASCIA w/ NON-  
 CORROSIVE HARDWARE AS REQ'D

**"DRIVE THRU" & "COFFEE >>>":**  
 1/2" THICK ALUMINUM FLAT CUT-OUT LETTERS  
 (SEE COLOR KEY) -  
 TO BE STUD-MOUNTED FLUSH TO FASCIA

BLOCKING TO BE PROVIDED BY GC PRIOR TO  
 INSTALLATION

**BRAND COLORS**



**END VIEW**

**B C S/F ILLUMINATED LOGO COPY SIGN**  
 TWO [2] SETS REQUIRED - MANUFACTURE & INSTALL:

SCALE: 3/4" = 1'-0"  
 32.08 Sq.Ft. EACH SET



**SIMULATED NIGHT VIEW**

Project ID  
**0431217A**

**SEVEN BREW COFFEE**  
 201 E EUCLID  
 MT PROSPECT, IL

Date: 3/20/26  
 Contact: WLF/CW  
 Designer: JMC

**Sign Item**

**B,C: LOGO COPY**

Scale: 3/4" = 1'-0"

**Revision Notes**

**Information Required  
 for Production**

**Customer Approval**

Signature \_\_\_\_\_

MM/DD/YYYY \_\_\_\_\_

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 pattisonid.com

Project ID  
**0431217A**

**SEVEN BREW COFFEE**  
201 E EUCLID  
MT PROSPECT, IL

Date: 3/20/26  
Contact: WLF/CW  
Designer: JMC

**Sign Item**

**D,E: FCO's**

Scale: 3/4" = 1'-0"

**Revision Notes**

**Information Required  
for Production**

**Customer Approval**

Signature

MM/DD/YYYY

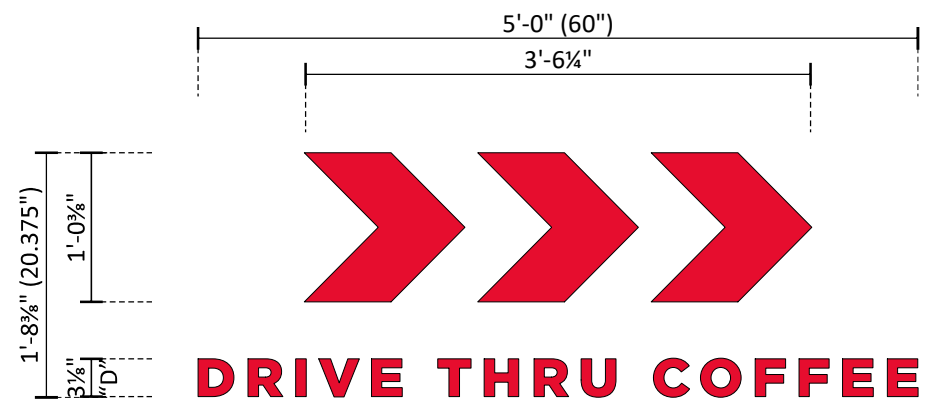
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**Pattison**

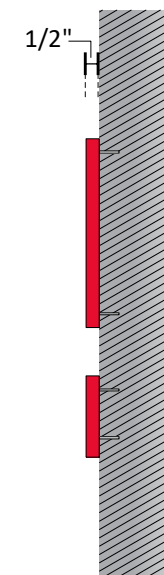


1.866.635.1110  
pattisonid.com



**D E** **FLAT CUT-OUT SIGN** SCALE: 3/4" = 1'-0"  
TWO [2] SETS REQ'D - MANUFACTURE & INSTALL:

1/2" THICK ACRYLIC FCO's TO READ ">>> DRIVE THRU COFFEE" -  
PAINTED TO MATCH PMS 195 C RED -  
BACKS DRILLED & TAPPED FOR FLUSH STUD-MOUNTING -  
NON-ILLUMINATED



**END VIEW**

# Traffic Impact Study Proposed 7 Brew Coffee Shop

Mount Prospect, Illinois



Prepared For:



March 18, 2026

# 1. Introduction

This report summarizes the methodologies, results, and findings of a traffic impact study conducted by Kenig, Lindgren, O’Hara, Aboona, Inc. (KLOA, Inc.) for a proposed 7 Brew coffee shop in Mount Prospect, Illinois.

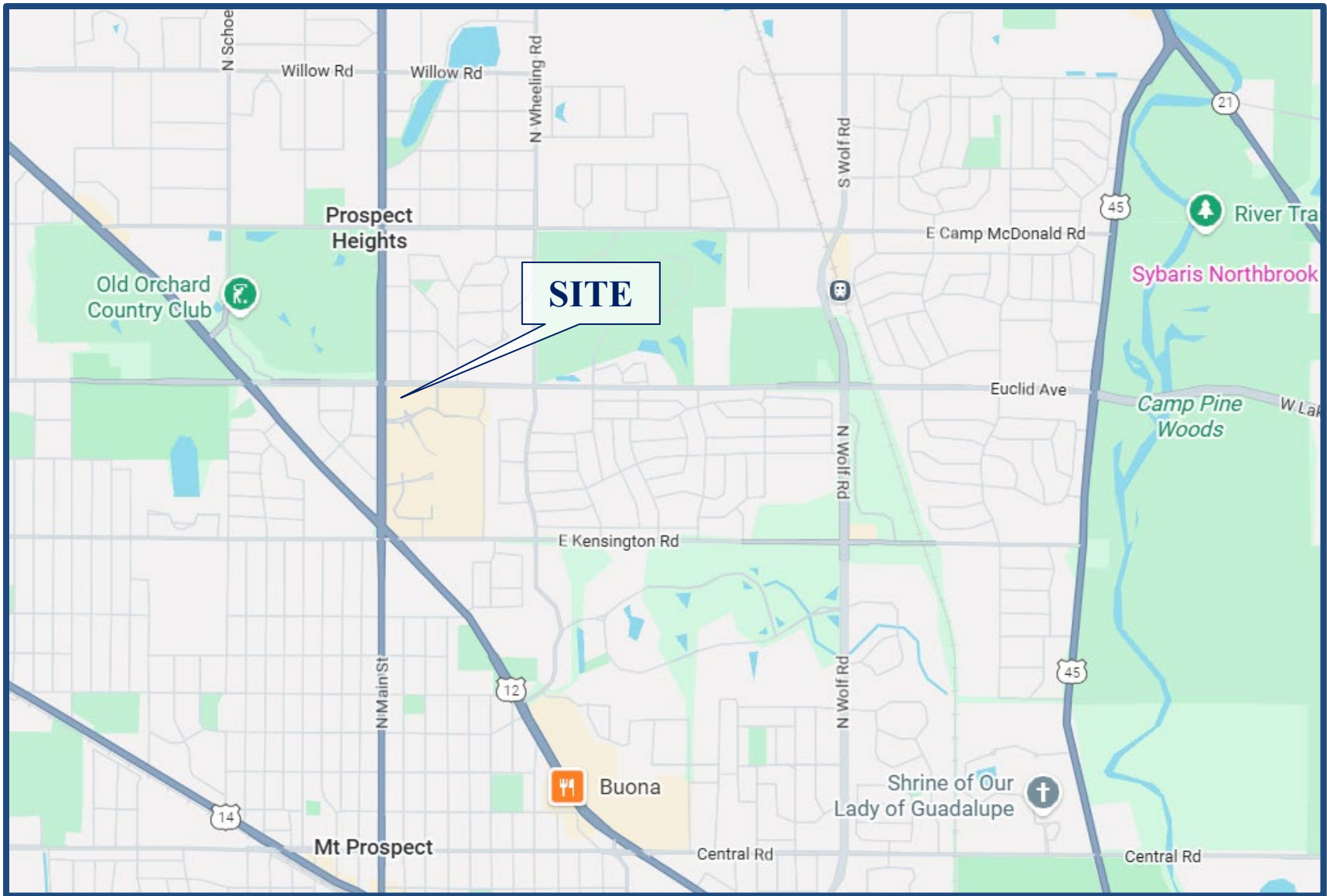
The site, which is currently occupied by the former Steak ‘n Shake building, is located in the southwest corner of the intersection of Euclid Avenue and Randhurst Village Drive in Mount Prospect, Illinois. The plans call for a 510 square-foot building with dual drive-through lanes. 7 Brew locations do not provide indoor seating and all orders are facilitated through the drive-through. Access to the site will be provided via the existing access system serving Randhurst Village.

The purpose of this study was to examine background traffic conditions, assess the impact that the proposed coffee shop will have on traffic conditions in the area, evaluate the adequacy of the drive through stacking and determine if any roadway or access improvements are necessary to accommodate the traffic generated by the proposed development. **Figure 1** shows the location of the site in relation to the area roadway system. **Figure 2** shows an aerial view of the site. The sections of this report present the following:

- Existing roadway conditions
- A description of the proposed development
- Directional distribution of the development traffic
- Vehicle trip generation for the proposed development
- Future traffic conditions including access to the development
- Traffic analyses for the weekday morning, evening, and Saturday midday peak hours
- Recommendations with respect to adequacy of the site access and adjacent roadway system
- Evaluation of the drive through usage and stacking

Traffic capacity analyses were conducted for the weekday morning, weekday evening, and Saturday midday peak hours for the following conditions:

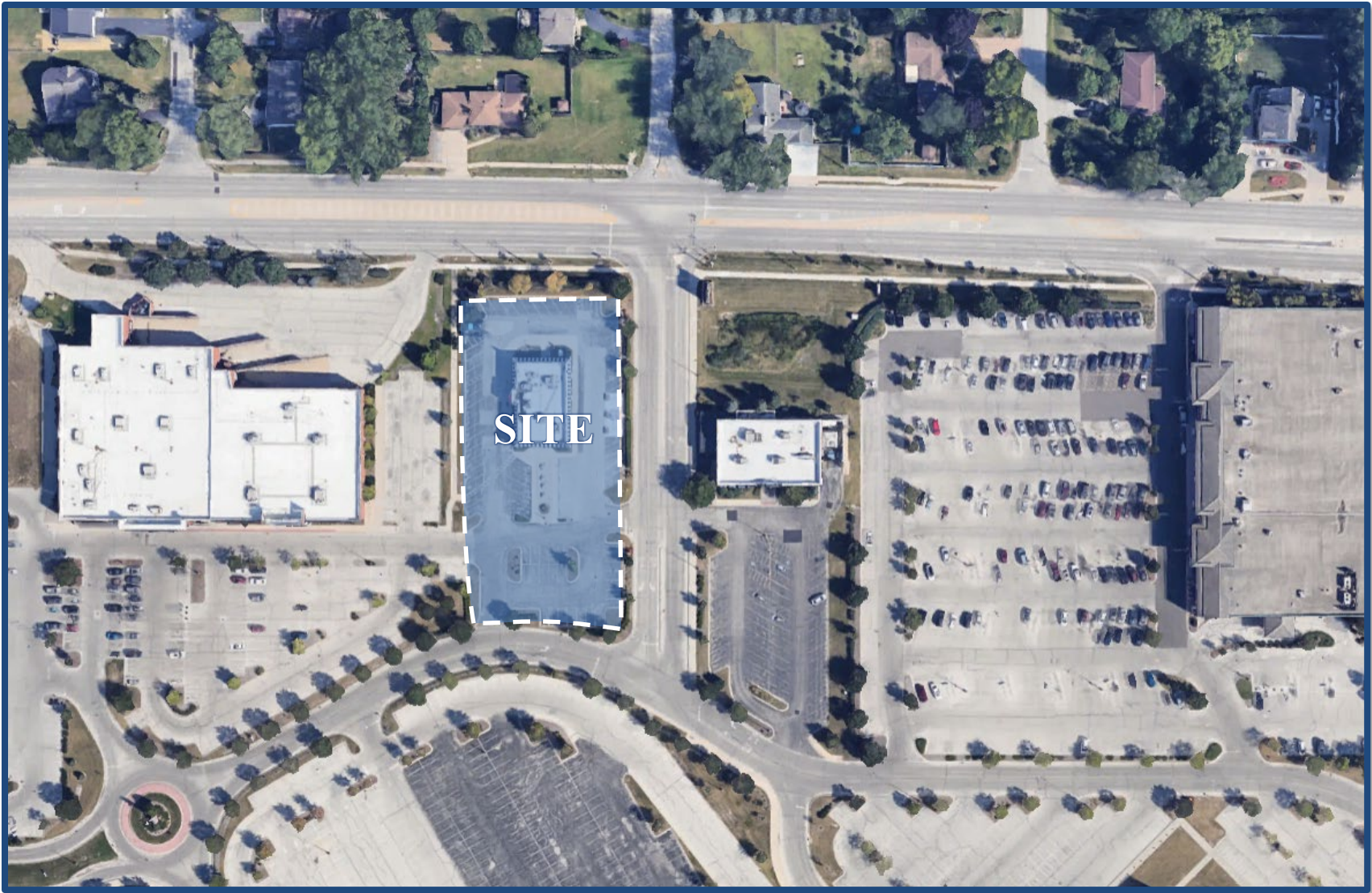
1. Existing Conditions – Analyzes the capacity of the existing roadway system using existing peak hour traffic volumes in the surrounding area.
2. Year 2031 No-Build Conditions – Analyzes the capacity of the existing roadway system using the ambient area growth not attributable to any particular development and any additional developments not associated with the development.
3. Year 2031 Projected Conditions – Analyzes the capacity of the future roadway system using the projected traffic volumes that include the existing traffic volumes, ambient traffic growth, and the traffic estimated to be generated by the full buildout of the proposed development.



**Site Location**

**Figure 1**

*Proposed 7 Brew Coffee Shop  
Mount Prospect, Illinois*



**Aerial View of Site**

**Figure 2**

*Proposed 7 Brew Coffee Shop  
Mount Prospect, Illinois*

## 2. Existing Conditions

The following provides a description of the geographical location of the site, physical characteristics of the area roadway system including lane usage and traffic control devices, and existing peak hour traffic volumes.

### Site Location

The site, which is an outlot parcel of Randhurst Village that was formerly occupied by Steak ‘n Shake restaurant, is located in the southwest corner of the intersection of Euclid Avenue and Randhurst Village Drive. The site is bounded by Euclid Avenue to the north, Randhurst Village Drive to the east, an access drive serving the retail center to the south, and a retail center consisting of PetSmart and Planet Fitness to the south. Access to Randhurst Village in the vicinity of the site is provided via the Randhurst Village Drive. Land uses within the plaza are commercial and include PetSmart, Buffalo Wild Wings, World Market, and Jewel-Osco.









### Existing Roadway System Characteristics

The characteristics of the existing roadways near the site are described below and illustrated in **Figure 3**.

*Euclid Avenue* is an east-west minor arterial roadway that in the vicinity of the site provides two travel lanes in each direction. At its signalized intersection with Chester Lane/Randhurst Village Drive, Euclid Avenue provides two through lanes and an exclusive right-turn lane on the eastbound approach and an exclusive left-turn lane, a through lane, and a shared through/right-turn lane on the westbound approach. Westbound right-turn movements are prohibited from 3:00 P.M.-7:00 P.M. Euclid Avenue is under the jurisdiction of the Cook County Department of Transportation and Highways (CCDoTH), carries an annual average daily traffic (AADT) of 15,900 vehicles (Illinois Department of Transportation [IDOT] 2022), and has a posted speed limit of 40 miles per hour.

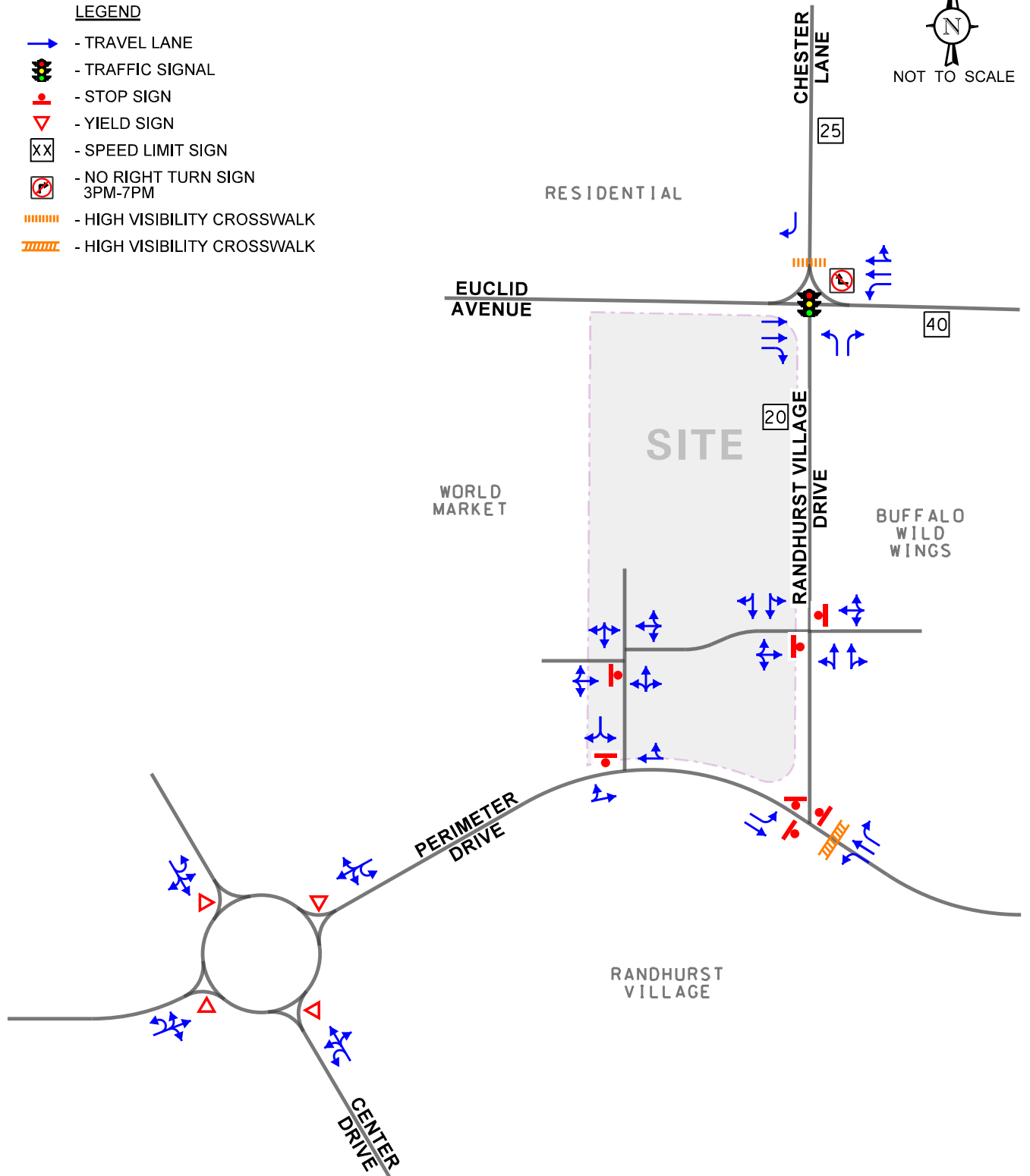
*Randhurst Village Drive* is a north-south local roadway that provides two travel lanes in each direction. At its signalized intersection with Euclid Avenue, Randhurst Village Drive provides an exclusive left-turn lane and an exclusive right-turn lane on the northbound approach. At its unsignalized intersection with the Buffalo Wild Wings/retail center access drive, Randhurst Village Drive provides a shared left-turn/through lane and a shared through/right-turn lane on the northbound and southbound approaches. At its unsignalized intersection with Perimeter Drive, Randhurst Village Drive provides an exclusive left-turn lane and an exclusive right-turn lane on the southbound approach and is under stop sign control. Randhurst Village Drive has a posted speed limit of 20 miles per hour.

**LEGEND**

-  - TRAVEL LANE
-  - TRAFFIC SIGNAL
-  - STOP SIGN
-  - YIELD SIGN
-  - SPEED LIMIT SIGN
-  - NO RIGHT TURN SIGN  
3PM-7PM
-  - HIGH VISIBILITY CROSSWALK
-  - HIGH VISIBILITY CROSSWALK



NOT TO SCALE



7-Brew  
Mt Prospect, Illinois

Existing Roadway Characteristics



Job No: 25-319

Figure: 3

*Perimeter Drive* is a local ring road serving Randhurst Village that provides one travel lane in each direction. At its unsignalized intersection with Randhurst Village Drive, Perimeter Drive provides an exclusive left-turn lane and a through lane on the eastbound approach and a through lane and an exclusive right-turn lane on the westbound approach. Both approaches are under stop sign control. At its unsignalized intersection with the retail center access drive, Perimeter Drive provides a shared left-turn/through lane on the eastbound approach and a shared through/right-turn lane on the westbound approach. At its roundabout intersection with Center Drive, Perimeter Drive provides one inbound lane and one outbound lane on the eastbound and southwestbound approaches.

*Center Drive* is a northwest-southeast local roadway serving Randhurst Village that provides one travel lane in each direction. At its roundabout intersection with Perimeter Drive, Center Drive provides one inbound lane and one outbound lane on the northwestbound and southeastbound approaches.

*Chester Lane* is a north-south local roadway that provides one travel lane in each direction. At its signalized intersection with Euclid Avenue, Chester Lane provides an exclusive right-turn lane and a high-visibility crosswalk on the southbound approach. Chester Lane is under the jurisdiction of the Village of Mount Prospect and has a posted speed limit of 25 miles per hour

## Existing Traffic Volumes

In order to determine current traffic conditions in the vicinity of the site, KLOA, Inc. conducted peak period traffic counts on Thursday, October 30, 2025, during the weekday morning (7:00 to 9:00 A.M.) and weekday evening (4:00 to 6:00 P.M.) peak periods and on Saturday, November 1, 2025 during the midday (12:00 to 2:00 P.M.) at the following intersections:

- Euclid Avenue with Randhurst Village Drive/Chester Lane
- Randhurst Village Drive with Perimeter Drive
- Randhurst Village Drive with Buffalo Wild Wings/retail center access drive
- The internal retail center access drive
- Perimeter Drive with retail center access drive
- Perimeter Drive with Center Drive roundabout

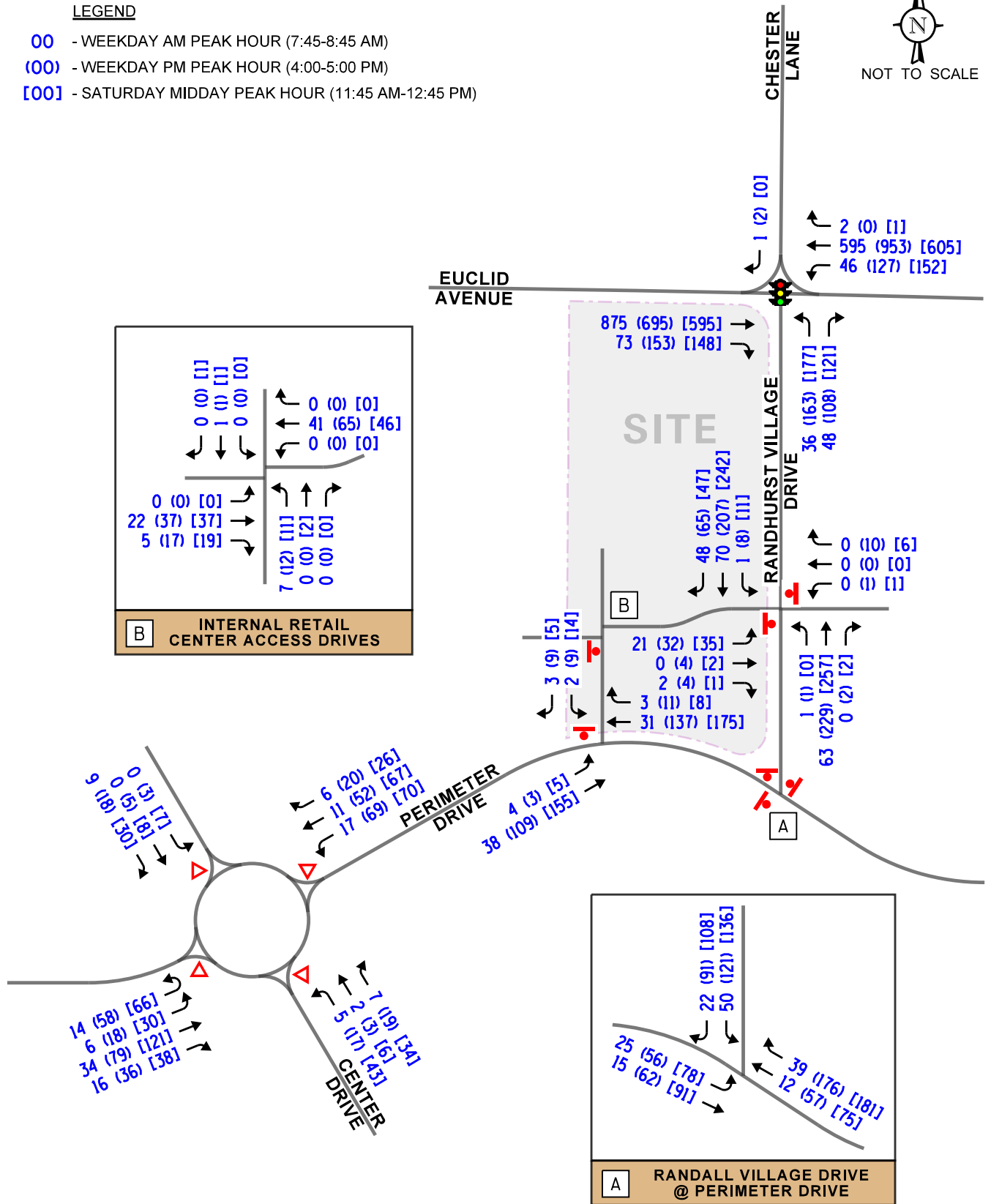
The results of the traffic counts indicate that the weekday morning peak hour of traffic occurs from 7:45 A.M. to 8:45 A.M., the weekday evening peak hour of traffic occurs from 4:00 P.M. to 5:00 P.M., and the Saturday midday peak hour of traffic occurs from 11:45 A.M. to 12:45 P.M. **Figure 4** illustrates the existing peak hour traffic volumes. Copies of the traffic count summary sheets are included in the Appendix.

**LEGEND**

- 00** - WEEKDAY AM PEAK HOUR (7:45-8:45 AM)
- (00)** - WEEKDAY PM PEAK HOUR (4:00-5:00 PM)
- [00]** - SATURDAY MIDDAY PEAK HOUR (11:45 AM-12:45 PM)



NOT TO SCALE



7-Brew  
Mt Prospect, Illinois

Existing Traffic Volumes



Job No: 25-319

Figure: 4

## Crash Summary

KLOA, Inc. obtained crash data for the past five years (2020 to 2024) for the intersections of Euclid Avenue with Randhurst Village Drive/Chester Lane, and Perimeter Drive with Randhurst Village Drive and Center Drive. It should be noted that no crashes were observed at the intersections of Perimeter Drive with Randhurst Village Drive and Center Drive during the study period. **Table 1** provides a summary of the crash data at the intersection of Euclid Avenue with Randhurst Village Drive/Chester Lane. A review of the crash data showed that no fatalities were reported during the study period.<sup>1</sup>

Table 1  
EUCLID AVENUE WITH RANDHURST VILLAGE DRIVE/CHESTER LANE – CRASH SUMMARY

Year	Type of Crash								Severity		
	A	HO	O	RE	S	T	Other	Total	PD	I	F
2020	0	0	0	0	0	1	0	1	1	0	0
2021	0	0	0	0	0	0	0	0	0	0	0
2022	0	0	0	0	0	1	0	1	1	0	0
2023	0	0	0	0	0	2	0	2	0	2	0
2024	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>0</u>
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>6</b>	<b>4</b>	<b>2</b>	<b>0</b>
<b>Avg</b>	--	--	--	--	--	<b>1.2</b>	--	<b>1.2</b>	<b>&lt;1.0</b>	<b>&lt;1.0</b>	--

A – Angle; HO – Head On; O – Object; RE – Rear End; S – Sideswipe; T – Turning  
PD – Property Damage; I – Injury; F – Fatal

<sup>1</sup> IDOT DISCLAIMER: The motor vehicle crash data referenced herein was provided by the Illinois Department of Transportation. Any conclusions drawn from analysis of the aforementioned data are the sole responsibility of the data recipient(s).

### 3. Traffic Characteristics of the Proposed Development

In order to properly evaluate future traffic conditions in the surrounding area, it was necessary to determine the traffic characteristics of the proposed development, including the directional distribution and volumes of traffic that it will generate.

#### Proposed Site and Development Plan

As proposed, the site will be redeveloped to provide an approximately 510 square-foot 7 Brew coffee shop with dual drive-through lanes. 7 Brew locations do not provide indoor seating and all orders are facilitated through the drive-through. Access to the site will be provided via the internal access system serving Randhurst Village, primarily Randhurst Village Drive and Perimeter Drive. It should be noted that the eastern access drive serving the site will be closed off to provide additional on-site queuing. Customers and employees will be able to enter and exit the site via the access drive off Perimeter Drive and via the connection to the retail center to the west.

As previously indicated, the proposed 7 Brew coffee shop is a drive-through coffee shop with no indoor seating and customers are served only via the drive-through. To accommodate the anticipated peak queue of the 7 Brew, the site has been sized and designed to accommodate stacking for approximately 48 vehicles. A thorough discussion of the drive through design, operations, available and estimated stacking is included later in this report.

A copy of the preliminary site plan is included in the Appendix.

#### Directional Distribution

The directions from which vehicles will approach and depart the site were estimated based on existing travel patterns, as determined from the traffic counts. **Figure 5** illustrates the directional distribution of the site-generated traffic.

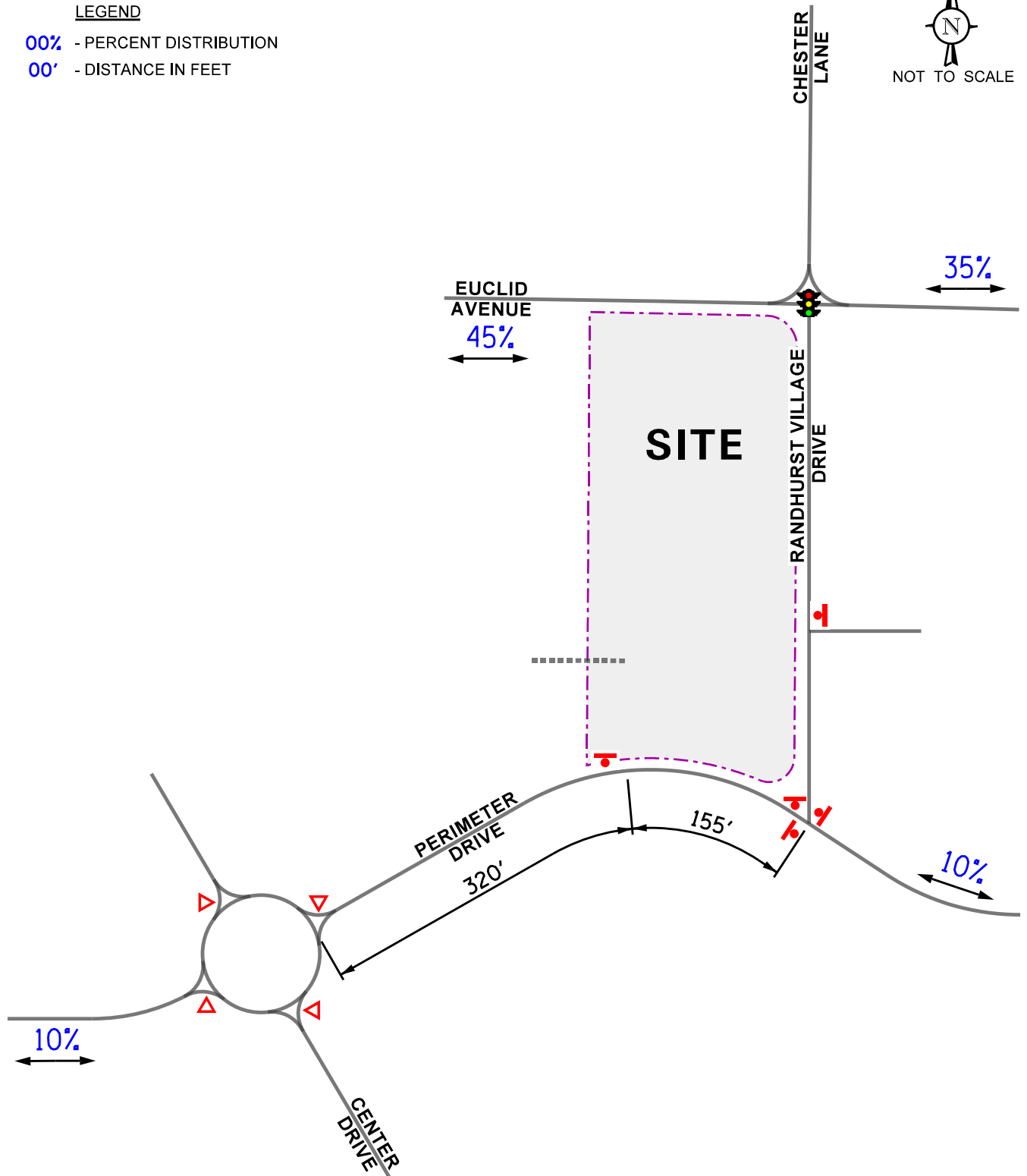
**LEGEND**

**00%** - PERCENT DISTRIBUTION

**00'** - DISTANCE IN FEET



NOT TO SCALE



- SATURDAY MIDDAY PEAK HOUR (11:45 AM-12:45 PM)

7-Brew  
Mt Prospect, Illinois

Directional Distribution



Job No: 25-319

Figure: 5

## Trip Generation Estimates

The number of peak hour trips estimated to be generated by the proposed coffee shop was based on the following:

- Vehicle trip generation rates contained in *Trip Generation Manual*, 12<sup>th</sup> Edition, published by the Institute of Transportation Engineers (ITE). The “Coffee/Donut Shop with Drive-Through Window and No Indoor Seating” (Land-Use Code 938) trip rates were utilized.
- Trip generation surveys conducted at the existing 7 Brew coffee locations at 1203 Iroquois Avenue in Naperville, 880 S. Rand Road in Lake Zurich, and 12980 IL Route 47 in Huntley.

**Table 2** summarizes the trips projected to be generated by the proposed development based on each methodology during the peak hours. As can be seen from Table 2, the trip generation surveys yield the highest trip generation and as such, the average trips based on the trip generation surveys were utilized as the base trip generation for the purposes of this evaluation.

It should be noted that based on information provided by ITE, a high percentage of trips made to drive-through coffee shops are diverted from the existing traffic on the area roadway system according to ITE surveys. This is particularly true during the weekday morning and weekday evening peak hours when traffic is diverted from home-to-work and work-to-home trips. Such diverted trips are referred to as pass-by traffic. However, for the purposes of this evaluation, no pass-by reduction was applied.

Furthermore, given that the subject site is an outlot parcel to a larger shopping center, it is anticipated that trips generated by 7 Brew will be multi-purpose trips to other land-uses within the shopping center. However, no interaction reduction was applied to the estimated trip generation.

Lastly, it should be noted that this trip generation is conservatively high as the 7 Brew coffee chain is new to the Chicagoland Area which results in attracting customers from a larger trade area than established stores in other markets in the United States. As such, the trip generation for the four existing stores is higher-than-average trip generation for a typical 7 Brew coffee shop. As more 7 Brew locations open within the Chicagoland area, it is anticipated that the trip generation rates will decrease and stabilize. However, for the purposes of this evaluation, no reduction was applied to the trip generation to account for this in order to provide a conservative (worst-case) scenario.

Table 2

PROJECTED SITE-GENERATED TRAFFIC VOLUMES – PEAK HOURS

Methodology	Weekday Morning Peak Hour <sup>1</sup>			Weekday Evening Peak Hour <sup>1</sup>			Saturday Midday Peak Hour <sup>1</sup>		
	In	Out	Total	In	Out	Total	In	Out	Total
ITE Land-Use Code 938 (2 Drive Through Lanes)	44	45	89	15	15	30	--	--	--
Trip Generation Surveys (Naperville 7 Brew)	93	89	182	94	98	192	108	110	218
Trip Generation Surveys (Lake Zurich 7 Brew)	79	82	161	64	68	132	79	81	160
Trip Generation Surveys (Huntley 7 Brew)	103	97	200	86	95	181	94	92	186
<b>Trip Generation Surveys (Average)</b>	<b>92</b>	<b>89</b>	<b>181</b>	<b>81</b>	<b>87</b>	<b>168</b>	<b>94</b>	<b>94</b>	<b>188</b>
1 – Peak hour of adjacent roadway traffic									

## 4. Projected Traffic Conditions

The total projected traffic volumes include the existing traffic volumes, increase in background traffic due to growth, and the traffic estimated to be generated by the proposed development.

### Site Traffic Assignment

The estimated peak hour traffic volumes that will be generated by the proposed development were assigned to the roadway system in accordance with the previously described directional distribution (Figure 5). The new site traffic assignment is illustrated in **Figure 6**.

### Background (No-Build) Traffic Conditions

The existing traffic volumes (Figure 4) were increased by a regional growth factor to account for the increase in existing traffic related to regional growth in the area (i.e., not attributable to any particular planned development). Based on Average Daily Traffic (ADT) projections provided by the Chicago Metropolitan Agency for Planning (CMAP), the existing traffic volumes were increased by an annually compounded growth rate of 0.34 percent per year for six years (buildout year plus five years) for a total of approximately two percent to project Year 2031 background conditions. A copy of the CMAP 2050 projections letter is included in the Appendix.

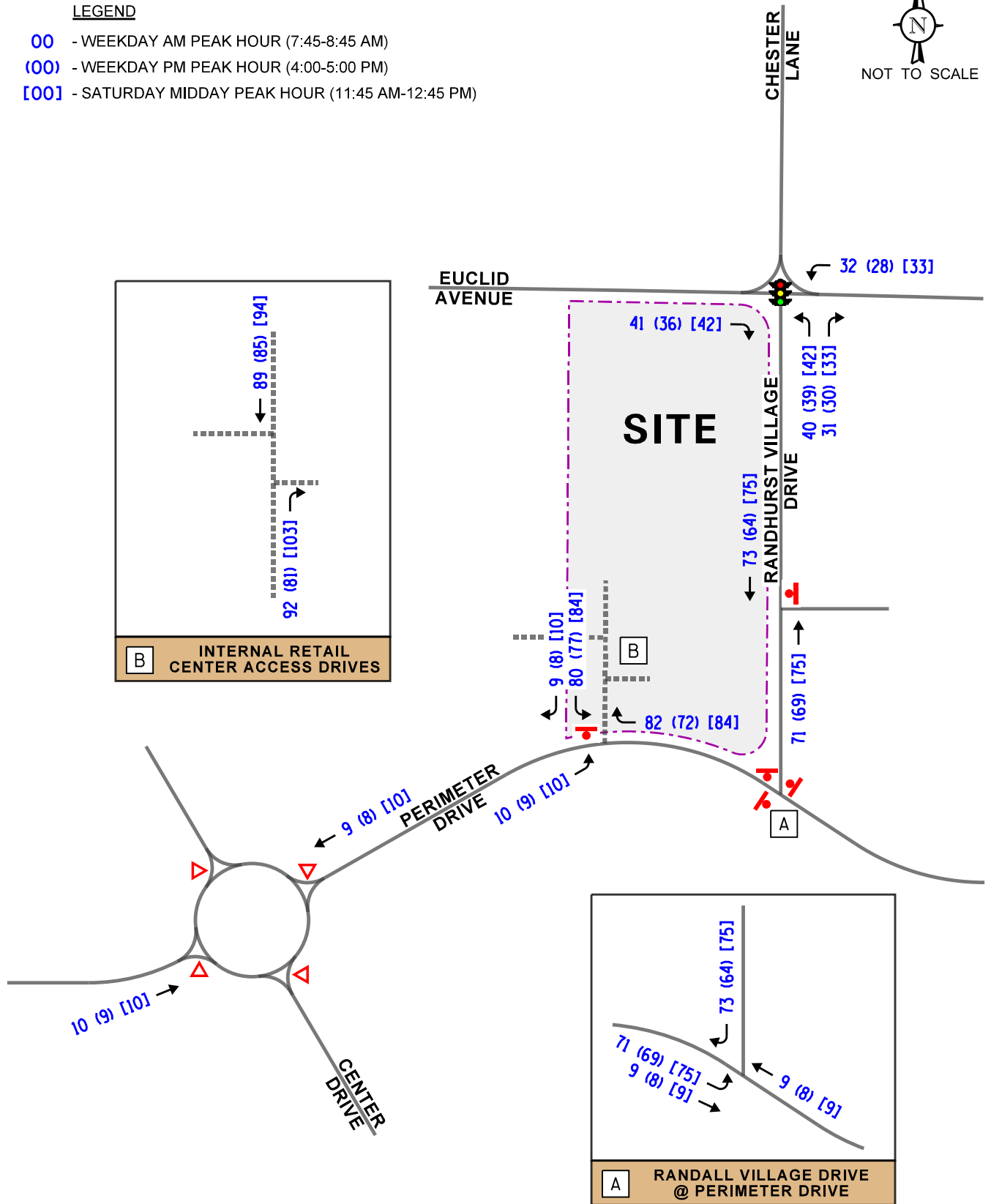
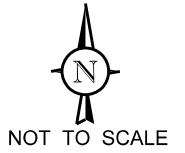
**Figure 7** illustrates the Year 2031 no-build conditions.

### Total Projected Traffic Volumes

The site-generated traffic (Figures 6) was added to the existing traffic volumes increased by the regional growth factor (Figure 8) to determine the Year 2031 total projected traffic volumes, shown in **Figure 8**.

**LEGEND**

- 00** - WEEKDAY AM PEAK HOUR (7:45-8:45 AM)
- (00)** - WEEKDAY PM PEAK HOUR (4:00-5:00 PM)
- [00]** - SATURDAY MIDDAY PEAK HOUR (11:45 AM-12:45 PM)

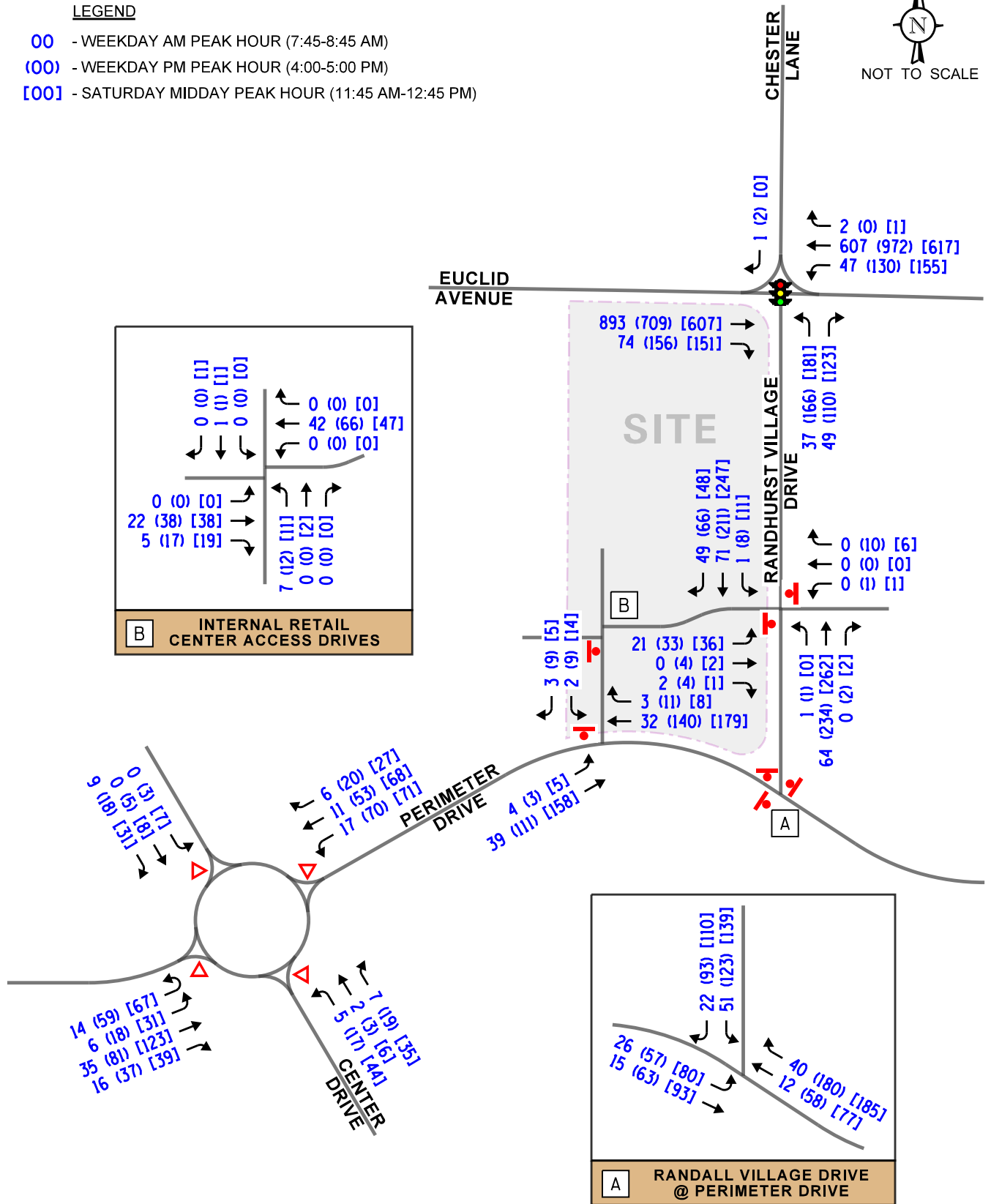


**LEGEND**

- 00** - WEEKDAY AM PEAK HOUR (7:45-8:45 AM)
- (00)** - WEEKDAY PM PEAK HOUR (4:00-5:00 PM)
- [00]** - SATURDAY MIDDAY PEAK HOUR (11:45 AM-12:45 PM)



NOT TO SCALE



7-Brew  
Mt Prospect, Illinois

Year 2031 No-Build Traffic Volumes



Job No: 25-319

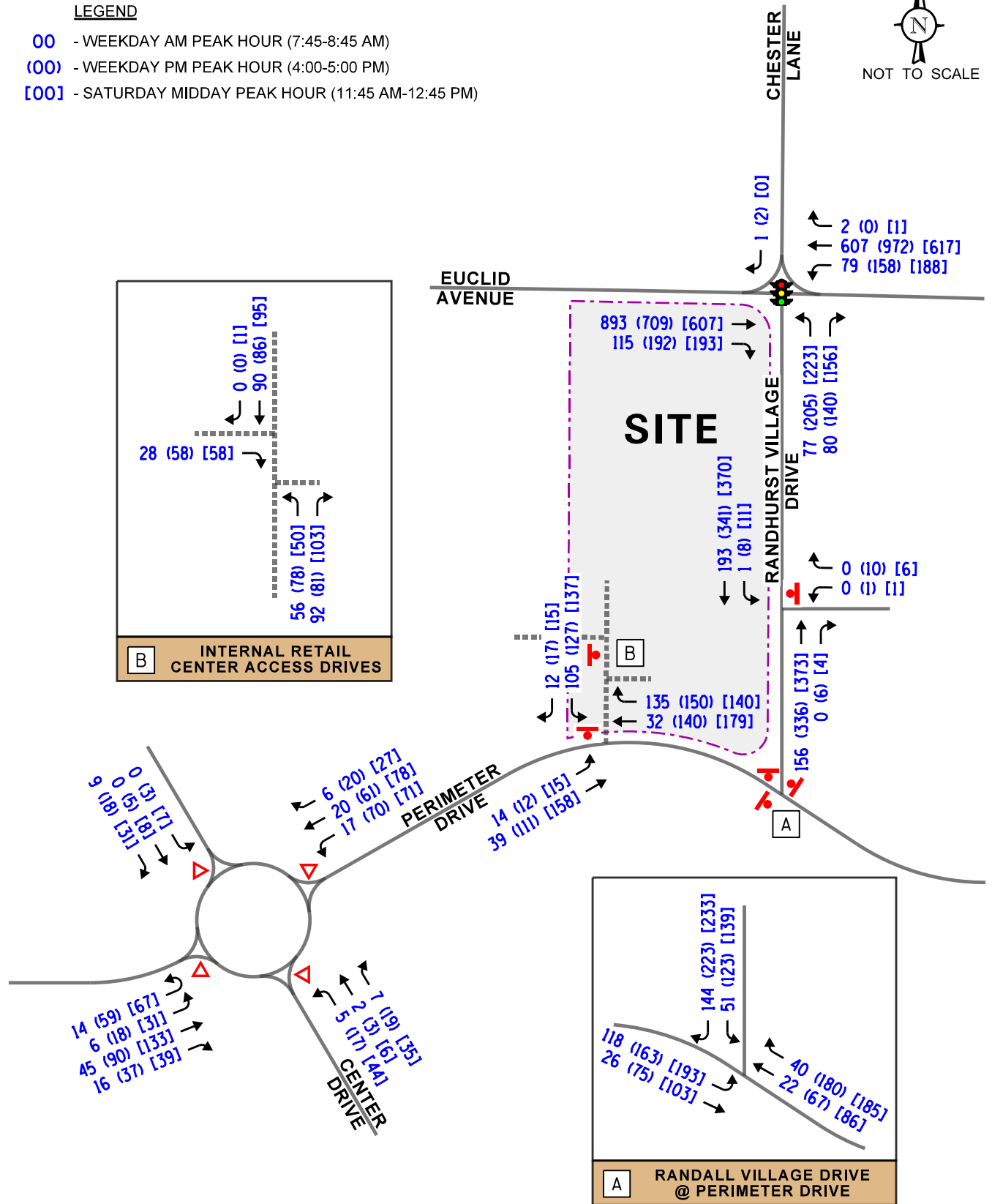
Figure: 7

**LEGEND**

- 00** - WEEKDAY AM PEAK HOUR (7:45-8:45 AM)
- (00)** - WEEKDAY PM PEAK HOUR (4:00-5:00 PM)
- [00]** - SATURDAY MIDDAY PEAK HOUR (11:45 AM-12:45 PM)



NOT TO SCALE



7-Brew  
Mt Prospect, Illinois

Year 2031 Total Traffic Volumes



Job No: 25-319

Figure: 8

## 5. Traffic Analysis and Recommendations

The following provides an evaluation conducted for the weekday morning, weekday evening, and Saturday midday peak hours. The analysis includes conducting capacity analyses to determine how well the roadway system and access drives are projected to operate and whether any roadway improvements or modifications are required.

### Traffic Analyses

Roadway and adjacent or nearby intersection analyses were performed for the weekday morning, weekday evening, and Saturday midday peak hours for the existing (Year 2025), no-build, and future projected (Year 2031) traffic volumes.

The traffic analyses were performed using the methodologies outlined in the Transportation Research Board's *Highway Capacity Manual (HCM)*, 7<sup>th</sup> Edition and analyzed using Synchro/SimTraffic 12 software. The analyses for the signalized intersection of Euclid Avenue with Randhurst Village Drive/Chester Lane was accomplished utilizing field measured cycle lengths, phasings, and offsets.

The analyses for the unsignalized intersections determine the average control delay to vehicles at an intersection. Control delay is the elapsed time from a vehicle joining the queue at a stop sign (includes the time required to decelerate to a stop) until its departure from the stop sign and resumption of free flow speed. The methodology analyzes each intersection approach controlled by a stop sign and considers traffic volumes on all approaches and lane characteristics.

The ability of an intersection to accommodate traffic flow is expressed in terms of level of service, which is assigned a letter from A to F based on the average control delay experienced by vehicles passing through the intersection. The *Highway Capacity Manual* definitions for levels of service and the corresponding control delay for signalized intersections and unsignalized intersections are included in the Appendix of this report.

Summaries of the traffic analysis results showing the level of service and overall intersection delay (measured in seconds) for the existing, Year 2031 no-build, and Year 2031 total projected conditions are presented in **Tables 3** through **6**. A discussion of the intersections follows. Summary sheets for the capacity analyses are included in the Appendix.

Table 3

CAPACITY ANALYSIS RESULTS – EUCLID AVENUE WITH RANDHURST VILLAGE DRIVE/CHESTER LANE– SIGNALIZED

	Peak Hour	Eastbound		Westbound		Northbound		Southbound	Overall
		T	R	L	T/R	L	R	R	
Existing Conditions	Weekday Morning	B 13.5	A 1.5	A 6.0	A 7.1	C 32.8	A 4.8	A 0.0	B 10.6
		B – 12.6		A – 7.0		B – 16.9			
	Weekday Evening	B 18.9	A 1.7	A 8.7	B 11.4	D 43.0	A 2.8	A 0.0	B 14.8
		B – 15.8		B – 11.1		C – 27.0			
	Saturday Midday	C 20.7	A 2.0	A 9.8	B 11.0	D 43.4	A 0.8	--	B 15.9
		B – 16.9		B – 10.8		C – 26.2			
No-Build Conditions	Weekday Morning	B 13.4	A 1.5	A 6.0	A 7.0	C 33.5	A 5.0	A 0.0	B 10.6
		B – 12.5		A – 6.9		B – 17.3			
	Weekday Evening	B 18.9	A 1.7	A 8.7	B 11.4	D 44.3	A 3.2	A 0.0	B 15.0
		B – 15.8		B – 11.1		C – 27.9			
	Saturday Midday	C 20.6	A 1.9	A 9.8	B 11.0	D 45.2	A 0.8	--	B 16.0
		B – 16.9		B – 10.8		C – 27.2			
Projected Conditions	Weekday Morning	B 16.4	A 1.4	A 7.3	A 8.7	D 37.7	A 7.0	A 0.0	B 13.0
		B – 14.7		A – 8.5		C – 22.1			
	Weekday Evening	C 20.2	A 1.7	A 9.5	B 12.0	E 67.6	A 4.3	A 0.0	B 17.8
		B – 16.2		B – 11.7		D – 41.9			
	Saturday Midday	C 21.0	A 1.9	B 10.5	B 10.8	E 66.8	A 0.7	--	B 18.6
		B – 16.4		B – 10.8		D – 39.6			
Letter denotes Level of Service                      () – With Signal Timing Improvements                      R – Right Turn Delay is measured in seconds.                      L – Left Turn                      T – Through									

Table 4

## CAPACITY ANALYSIS RESULTS – EXISTING CONDITIONS – UNSIGNALIZED

Intersection	Weekday Morning Peak Hour		Weekday Evening Peak Hour		Saturday Midday Peak Hour	
	LOS	Delay	LOS	Delay	LOS	Delay
<b>Randhurst Village Drive with Retail Center Access Drive/Buffalo Wild Wings Access Drive<sup>2</sup></b>						
• Northbound Left Turn	A	7.5	A	7.8	--	--
• Eastbound Approach	A	9.6	B	12.2	B	13.3
• Westbound Approach	--	--	A	9.3	A	9.6
• Southbound Left Turn	A	7.3	A	7.7	A	7.8
<b>Retail Center Internal Intersection<sup>2</sup></b>						
• Intersection Utilization Capacity (ICU)	A	15.8%	A	17.4%	A	17.4%
<b>Randhurst Village Drive with Perimeter Drive<sup>3</sup></b>						
• Overall	A	7.7	A	9.0	A	9.3
• Southbound Approach	A	8.0	A	9.3	A	9.7
• Eastbound Approach	A	8.0	A	8.9	A	9.3
• Westbound Approach	A	7.1	A	8.7	A	9.0
<b>Perimeter Drive with Retail Center Access Drive<sup>1</sup></b>						
• Eastbound Left Turn	A	7.3	A	7.5	A	7.7
• Southbound Approach	A	8.8	A	9.6	B	10.8
<b>Perimeter Drive with Center Drive<sup>4</sup></b>						
• Overall	A	3.2	A	4.3	A	4.5
• Eastbound Approach	A	3.4	A	4.5	A	4.8
• Westbound Approach	A	3.1	A	4.2	A	4.4
• Northbound Approach	A	3.0	A	3.6	A	4.1
• Southbound Approach	A	2.9	A	3.6	A	3.9
LOS = Level of Service Delay is measured in seconds.			1 – One-way stop control 2 – Two-way stop control 3 – Three-Way Stop Control 4 - Roundabout			

Table 5

## CAPACITY ANALYSIS RESULTS – NO-BUILD CONDITIONS – UNSIGNALIZED

Intersection	Weekday Morning Peak Hour		Weekday Evening Peak Hour		Saturday Midday Peak Hour	
	LOS	Delay	LOS	Delay	LOS	Delay
<b>Randhurst Village Drive with Retail Center Access Drive/Buffalo Wild Wings Access Drive<sup>2</sup></b>						
• Northbound Left Turn	A	7.5	A	7.8	--	--
• Eastbound Approach	A	9.6	B	12.3	B	13.5
• Westbound Approach	--	--	A	9.3	A	9.6
• Southbound Left Turn	A	7.3	A	7.7	A	7.8
<b>Retail Center Internal Intersection<sup>2</sup></b>						
• Intersection Capacity Utilization (ICU)	A	15.8%	A	17.5%	A	17.4%
<b>Randhurst Village Drive with Perimeter Drive<sup>3</sup></b>						
• Overall	A	7.7	A	9.0	A	9.4
• Southbound Approach	A	8.0	A	9.4	A	9.8
• Eastbound Approach	A	8.1	A	8.9	A	9.4
• Westbound Approach	A	7.1	A	8.7	A	9.0
<b>Perimeter Drive with Retail Center Access Drive<sup>1</sup></b>						
• Eastbound Left Turn	A	7.3	A	7.5	A	7.7
• Southbound Approach	A	8.8	A	9.6	B	10.8
<b>Perimeter Drive with Center Drive<sup>4</sup></b>						
• Overall	A	3.2	A	4.3	A	4.5
• Eastbound Approach	A	3.4	A	4.6	A	4.8
• Westbound Approach	A	3.1	A	4.2	A	4.4
• Northbound Approach	A	3.0	A	3.6	A	4.1
• Southbound Approach	A	2.9	A	3.6	A	3.9
LOS = Level of Service Delay is measured in seconds.			1 – One-way stop control 2 – Two-way stop control 3 – Three-Way Stop Control 4 – Roundabout			

Table 6

## CAPACITY ANALYSIS RESULTS – PROJECTED CONDITIONS – UNSIGNALIZED

Intersection	Weekday Morning Peak Hour		Weekday Evening Peak Hour		Saturday Midday Peak Hour	
	LOS	Delay	LOS	Delay	LOS	Delay
<b>Randhurst Village Drive with Retail Center Access Drive/Buffalo Wild Wings Access Drive<sup>1</sup></b>						
• Westbound Approach	--	--	A	9.7	B	10.2
• Southbound Left Turn	A	7.6	A	8.0	A	8.2
<b>Retail Center Internal Intersection<sup>2</sup></b>						
• Intersection Utilization Capacity (ICU)	A	25.4%	A	26.2%	A	26.1%
<b>Randhurst Village Drive with Perimeter Drive<sup>3</sup></b>						
• Overall	A	9.0	B	10.5	B	11.1
• Southbound Approach	A	8.7	B	10.7	B	11.3
• Eastbound Approach	A	9.9	B	11.0	B	11.9
• Westbound Approach	A	7.9	A	9.7	B	10.1
<b>Perimeter Drive with Retail Center Access Drive<sup>1</sup></b>						
• Eastbound Left Turn	A	7.7	A	7.9	A	8.1
• Southbound Approach	B	11.2	B	12.3	C	15.3
<b>Perimeter Drive with Center Drive<sup>4</sup></b>						
• Overall	A	3.3	A	4.4	A	4.6
• Eastbound Approach	A	3.5	A	4.7	A	4.9
• Westbound Approach	A	3.2	A	4.3	A	4.5
• Northbound Approach	A	3.1	A	3.6	A	4.2
• Southbound Approach	A	3.0	A	3.7	A	3.9
LOS = Level of Service Delay is measured in seconds.			1 – One-way stop control 2 – Two-way stop control 3 – Three-Way Stop Control 4 - Roundabout			

## Discussion and Recommendations

The following summarizes how the intersections are projected to operate and identifies any roadway and traffic control improvements necessary to accommodate the site-generated traffic. It should be noted that the results of the capacity analyses are reflective of a worst-case evaluation given that no interaction reduction was applied to the estimated vehicle trip generation, and the trip generation was not reduced to account for a stabilized Chicagoland market in which more 7 Brew locations are constructed and operational.

### *Euclid Avenue with Randhurst Village Drive/Chester Lane*

The results of the capacity analyses indicate that this intersection currently operates at LOS B during the weekday morning, weekday evening, and Saturday midday peak hours. Further, the eastbound, westbound, and southbound approaches operate at LOS B or better and the northbound approach operates at LOS C or better. The northbound left-turn movement operates at LOS D during the weekday evening and Saturday midday peak hours. Under Year 2031 no-build conditions, the intersection, approaches, and movements are projected to operate at existing levels of service during all three peak hours.

Under Year 2031 total projected conditions, the intersection is projected to continue to operate at LOS B during all three peak hours. The eastbound, westbound, and southbound approaches are projected to continue to operate at existing levels of service and the northbound approach is projected to operate at LOS D or better during the peak hours. The northbound left-turn movement is projected to operate at LOS E during the weekday evening and Saturday midday peak hours, and the 95<sup>th</sup> percentile queue is projected to be 245 and 240 feet, respectively, which will extend past the intersection of Randhurst Village Drive with the retail center access drive/Buffalo Wild Wings access drive. However, as previously mentioned, the eastern access drive serving the site will be closed to provide additional on-site stacking. Further, there is a secondary access to the Buffalo Wild Wings restaurant off Perimeter Drive located east of Randhurst Village Drive. Therefore, in the event northbound queues extend beyond the Buffalo Wild Wings access drives, vehicles are able to continue south to access the restaurant. As such, this intersection will have sufficient reserve capacity to accommodate the traffic estimated to be generated by the proposed development and the northbound queue should be monitored under future conditions to determine if timing adjustments are required.

### *Randhurst Village Drive with Retail Center Access Drive/Buffalo Wild Wings Access Drive*

The results of the capacity analyses indicate that the northbound left-turn movement, westbound approach, and southbound left-turn movement currently operate at LOS A during the weekday morning, weekday evening, and Saturday midday peak hours, and the eastbound approach currently operates at LOS B or better during the peak hours. Under Year 2031 no-build conditions, the critical movements are projected to continue to operate at existing levels of service during the peak hours.

As previously mentioned, the eastern access drive serving the site will be closed to provide additional on-site stacking. Customers and employees will enter and exit the site via the access drive off Perimeter Drive. Under Year 2031 total projected conditions, the westbound approach and southbound left-turn movement are projected to operate at LOS B or better during the peak hours. As such, this intersection has sufficient reserve capacity to accommodate the traffic estimated to be generated by the proposed development and no roadway or traffic control improvements are required.

#### *Retail Center Internal Intersection*

Because of the traffic control configuration of this intersection where the eastbound traffic is under stop sign control and the other three approaches are free, the intersection could not be analyzed using HCM procedures. Given this traffic control configuration and the limitations of the HCM procedures, the intersection was analyzed using the intersection capacity utilization (ICU) level of service. The ICU indicates how much reserve capacity is available or how much an intersection is over capacity.

Based on the ICU analysis, the intersection currently utilizes approximately 22 percent of the capacity of the intersection during the weekday morning peak hour and approximately 19 percent of its capacity during the weekday evening peak hour and Saturday midday peak hours. Under future conditions it is projected that the intersection will utilize approximately 25 percent of its capacity during the weekday morning peak hour and 26 percent of its capacity during the weekday evening and Saturday midday peak hours. As a result, the intersection will continue to operate efficiently and with minimal delays.

#### *Randhurst Village Drive with Perimeter Drive*

The results of the capacity analyses indicate that this intersection and the three approaches operate at LOS A during the weekday morning, weekday evening, and Saturday midday peak hours. Under Year 2031 no-build conditions, the intersection and approaches are projected to operate at existing levels of service during the peak hours. Under Year 2031 total projected conditions, the intersection and approaches are projected to continue to operate at LOS B or better during the peak hours. As such, this intersection has sufficient reserve capacity to accommodate the traffic estimated to be generated by the proposed development and no roadway or traffic control improvements are required.

#### *Perimeter Drive with Retail Center Access Drive*

The results of the capacity analyses indicate that the eastbound left-turn movement currently operates at LOS A and the southbound approach operates at LOS B or better during the weekday morning, weekday evening, and Saturday midday peak hours. Under Year 2031 no-build conditions, the eastbound left-turn movement and southbound approach are projected to continue to operate at existing levels of service during the peak hours. Under Year 2031 total projected conditions, the eastbound left-turn movement is projected to continue to operate at LOS A during the peak hours and the southbound approach is projected to operate at LOS C or better during the peak hours. As such, this intersection has sufficient reserve capacity to accommodate the traffic estimated to be generated by the proposed development and no roadway or traffic control improvements are required.

#### *Proposed 7 Brew Coffee Shop Mount Prospect, Illinois*

### *Perimeter Drive with Center Drive*

The results of the capacity analyses indicate that this roundabout intersection and each of the four approaches currently operate at LOS A during the weekday morning, weekday evening, and Saturday midday peak hours. Under Year 2031 no-build and total projected conditions, the intersection and approaches are projected to continue to operate at existing levels of service during the peak hours. As such, this intersection has sufficient reserve capacity to accommodate the traffic estimated to be generated by the proposed development and no roadway or traffic control improvements are required.

### **Drive-Through Evaluation**

As previously indicated, the site will provide dual drive-through lanes. Typical of all 7 Brew sites, there is no ordering board or ordering speakers and all orders are taken by team members via iPads within the drive-through lanes. Payment is taken at the time of ordering. Vehicles circulate the site and pick up their orders at the front of the drive-through queue where team members walk orders to the vehicles. At the proposed site, access will be provided via the lanes serving the existing retail center parking lot. The order pick-up area is located on the west side of the site and vehicles will circulate the site in a counterclockwise direction with queues extending along the west, north, and east sides of the site.

In order to determine the projected peak stacking of vehicles, observations were conducted at two existing 7 Brew locations in Naperville in March 2025 and Lake Zurich in May 2025 during the hours of operation on Thursday, Friday, Saturday, and Sunday. The results of the observations indicated that the peak observed queuing at the Naperville location was 71 vehicles, which occurred Sunday at 4:30 P.M., and the peak queue observed at the Lake Zurich location was 45 vehicles, which occurred on Saturday at 3:15 P.M.

However, it should be noted that the current queues resulting at the Naperville and Lake Zurich locations (as well as other Chicagoland locations) are a result of 7 Brew coffee shops being new to the Chicagoland region with only four locations open as of July 2025 and the popularity of the product in this market. Therefore, as more 7 Brew locations are constructed, the trips generated and on-site queuing by the Chicagoland locations will reduce and stabilize. As of March 2026, there are a total of eleven open 7 Brew locations in Illinois, with nine under construction, 15 in permitting, and 18 in the entitlement phase.

As such, to determine what the queue of the proposed 7 Brew location will be in the future when additional locations are constructed and the Chicagoland market has stabilized, KLOA Inc. reviewed the following:

- A 7 Brew operations memorandum prepared by Stonefield Engineering and Design, LLC, dated October 15, 2024, for an established 7 Brew location in Sinking Spring, Pennsylvania.
- Sales and zip code data for the Naperville and Lake Zurich locations and three other national average established 7 Brew locations.

### *7 Brew Observation Technical Memorandum*

In this memorandum, Stonefield Engineering and Design, LLC conducted operational observations at the existing 7 Brew location at 3582 Penn Avenue in Sinking Spring, Pennsylvania during peak activities of the store on a Friday and Saturday in April 2024. It should be noted that there are only two 7 Brew locations within this area with the other store located approximately six miles from the study location. The following summarizes the key findings of the observations:

- The average transaction time during the review period ranged from three minutes and 44 seconds to four minutes and 36 seconds, with a maximum transaction time of 15 minutes and 23 seconds.
- The maximum queue observed during the review period was 15 vehicles, with an average queue of 10 vehicles.

### *Sales and Zip Code Data for 7 Brew Locations*

The existing sales volume of the Naperville and Lake Zurich 7 Brew locations were compared to the following three established 7 Brew locations nationally:

- 217 N. Thompson Lane in Murfreesboro, Tennessee 37129
- 1815 N. Main Street in Shelbyville, Tennessee 37160
- 552 Island Ford Road in Madisonville, Kentucky 42431

The sales and transaction data for the four locations over a two-week period was reviewed. The review of the data indicates the following:

- Weekly sales at the national average locations were approximately 53 to 58 percent less than the Naperville location.
- While the Monday through Thursday sales at the national average locations are consistent with the Lake Zurich location, on Friday through Sunday the sales at the national average locations are 13 to 22 percent less than the Lake Zurich location.
- On a weekly basis, the national average locations have approximately 56 percent less sales than the Naperville location and ten percent less sales than the Lake Zurich location.

In addition to the transaction data, the zip code origins of Naperville and Lake Zurich customers over a two-week period were compared to the three national average locations. The following summarizes the comparison of the data:

- At the Naperville location, one percent of customers originate within one mile, four percent originate between one and two miles, 15 percent originate within two and five miles, 25 percent originate within five to ten miles, and 55 percent originate over 10 miles from the location (80 percent over five miles).

- At the Lake Zurich location, five percent of customers originate within one mile, three percent originate between one and two miles, 16 percent originate within two and five miles, 40 percent originate within five to ten miles, and 36 percent originate over 10 miles from the location (76 percent over five miles).
- At the three established locations on average, five percent of customers originate within one mile, 13 percent originate between one and two miles, 30 percent originate within two and five miles, 16 percent originate within five to ten miles, and 36 percent originate over 10 miles from the location (52 percent over five miles).
- As previously indicated, there are currently 13 other approved or under construction 7 Brew locations in the Chicagoland area.
  - Four of the approved locations are expected to result in at least 13 to 16 percent reduction in sales at the Naperville location.
  - Three approved 7 Brew locations are expected to result in an approximately 14 to 18 percent reduction in sales at the Lake Zurich location.

#### *Estimated Peak Queue Reductions*

As can be seen from the above, the Naperville and Lake Zurich locations are pulling a higher percentage of customers from a wider trade area than the other three national average locations which are resulting in higher trip generation, vehicle queueing, and sales compared to national average locations.

Therefore, it is anticipated that with the opening of the Downers Grove location and the previously identified and soon to be constructed locations (13 total) and when sales at the existing locations become more reflective of a national average location, the peak queues are projected to be reduced as follows:

- The Naperville peak queue is anticipated to be reduced by at least 53 percent. As such, the peak queue for the Naperville location in a stabilized market is estimated to be 33 vehicles.
- The Lake Zurich peak queue is anticipated to be reduced by 25 to 30 percent. As such, the peak queue for the Lake Zurich location in a stabilized market is estimated to be 31 to 34 vehicles.

As previously indicated, approximately 55 percent and 36 percent of sales at the Naperville and Lake Zurich locations, respectively, have zip codes greater than ten miles from each location. Of which, approximately 49 percent and 31 percent are within a radius of 10 to 30 miles, respectively. When the percentages for this radius are compared to the sale of the national average locations, an average of 25 percent of sales occur within this radius. Therefore, it is anticipated that the peak queues are anticipated to be further reduced.

As such, the proposed stacking of 48 vehicles will more than adequately accommodate the estimated peak queue for the proposed 7 Brew restaurant without impacting the access drives or circulation to other commercial developments within the study area. It should be noted that the stacking for 48 vehicles also accommodates the Lake Zurich queue, as observed, without taking into consideration any queue reductions as previously discussed.

## 6. Conclusion

Based on the preceding analyses and recommendations, the following conclusions have been made:

- The volume of traffic estimated to be generated by 7 Brew, based on surveys conducted at the Lake Zurich location, will have a limited impact on the available capacity of the access system serving the shopping center.
- It is anticipated that with additional 7 Brew locations built in the Chicagoland region, the existing trip generation and queueing as surveyed at the Naperville and Lake Zurich locations will be reduced.
- Access to the site will be provided via the existing access system serving the retail center which primarily consists of Randhurst Village Drive and Perimeter Drive. The eastern access drive serving the site will be closed off to provide additional queuing. Customers and employees will be able to enter and exit the site via the access drive off Perimeter Drive and via the connection to the retail center to the west.
- Based on a review of queueing surveys conducted at the Naperville and Lake Zurich 7 Brew locations, and sales/zip code information for the Naperville and Lake Zurich locations and three national average locations, it is anticipated that the peak queue for the subject 7 Brew site will be up to 34 vehicles.
- The proposed stacking for 48 vehicles within the drive-through lanes will provide more than adequate stacking to accommodate the peak queue projected for the subject 7 Brew location.

# Appendix

**Metropolitan Water Reclamation District of Greater Chicago**

100 EAST ERIE STREET

CHICAGO, ILLINOIS 60611-3154

312.751.5600

April 13, 2026

Matt Griffith  
Civil Engineer  
Toth Associates  
1550 East Republic Road  
Springfield, MO 65804

Dear Mr. Griffith:

Subject: Watershed Management Ordinance Permit Applicability  
Proposed 7 Brew Coffee Follow Up  
201 East Euclid Avenue  
Mount Prospect, IL

This is in response to your follow-up electronic correspondence, received March 30, 2026, requesting whether a Metropolitan Water Reclamation District (MWRD) Watershed Management Ordinance (WMO) permit will be required for the subject project. As described in your letter and shown on the submitted plans, the proposed project includes parking lot resurfacing, new pavement, and new landscape areas. Detention was provided for the property under MWRD Permit No. 1986-0283 and modified under MWRD Permit No. 1996-0027, which was most recently modified under MWRD Permit Nos. 2011-0115 and 2017-0103. Your exhibit suggests the proposed development is approximately 0.12 acre. Sanitary sewers are not proposed.

In-kind pavement replacement without grading or drainage modifications may be considered maintenance and not development. Since the proposed project includes less than 0.50 acre of development, a WMO permit will not be required. Detention is required; however, it may be deferred until the aggregate development on the property exceeds 0.50 acre. The aggregate development from the proposed project is 0.12 acre. Prior to conducting any work, be sure to contact the local authorities to obtain any and all approvals for the project.

This permit determination is dependent on the information provided and may change if the project scope is modified. If you have any questions, please email me at [MihalacheC@mwr.org](mailto:MihalacheC@mwr.org).

Very truly yours,



Constance Mihalache, P.E.  
Senior Civil Engineer

ES

cc: Mayor Paul Hoefert, Village of Mount Prospect  
Dan Feltes, MWRD

Permit Files 1986-0283, 1996-0027, 2011-0115 and 2017-0103

PD#62



April 29, 2026

Jason C Shallcross, AICP, CEcD  
Director of Community Development  
Village of Mount Prospect  
50 S. Emerson Street  
Mount Prospect, IL 60056  
Via email: [jshallcross@mountprospect.org](mailto:jshallcross@mountprospect.org)

Dear Mr. Shallcross,

The Planning & Zoning Commission recommended approval of our Conditional Use for a Drive-Thru (PZ-05-26) by a 7-0 vote. Our request is scheduled to go before Village Board for the ordinance's first reading Tuesday, May 5<sup>th</sup>, 2026.

We are requesting that the Village Board waive the second reading, tentatively scheduled for Tuesday, May 19<sup>th</sup>, 2026 and take final action at the Tuesday, May 5<sup>th</sup>, 2026, meeting because we received unanimous approval at Planning & Zoning, have staff support and are anxious to get under construction and open in 2026.

I appreciate your assistance in facilitating this request. Should you have any questions, feel free to contact us at Laura Pacino at (773) 410-1736 or [laurapacino@whobrewllc.com](mailto:laurapacino@whobrewllc.com)

Sincerely,

*Laura Pacino*

Laura Pacino  
6103 W. 59<sup>th</sup> Street  
Chicago, IL 60638

**MINUTES OF THE REGULAR MEETING OF THE  
PLANNING & ZONING COMMISSION**

**CASE NO. PZ-05-26**

Hearing Date: April 23, 2026

**PROPERTY ADDRESS:** 201 East Euclid Avenue

**PETITIONER:** Who Brew, LLC

**PUBLICATION DATE:** April 8, 2026

**REQUEST:** Conditional Use for a Drive-Through Coffee Shop at 201 E. Euclid Avenue

**MEMBERS PRESENT:** Joseph Donnelly, Chairperson  
William Beattie  
Walter Szymczak  
Ewa Weir  
Richard Rogers  
Michael Fricano  
Fay Costa

**MEMBERS ABSENT:** Donald Olsen

**STAFF MEMBERS PRESENT:** Charlie Hogan, AICP – Development Planner  
Ann Choi – Development Planner

**INTERESTED PARTIES:** Who Brew, LLC; Village of Mount Prospect

Chairperson Donnelly called the meeting to order at 7:01 PM. Commissioner Beattie made a motion seconded by Commissioner Szymczak to approve the minutes from the Planning and Zoning Commission meeting on March 26, 2026. The minutes were approved 6-0 (Commissioner Costa abstained).

The Commission first heard Case PZ-08-26, a Zoning Map Amendment for 1326 W. Central Road, which received a positive recommendation (7-0).

Chairperson Donnelly then introduced Case PZ-05-26, a request for conditional use approval for a drive-through coffee shop at 201 East Euclid Avenue.

Mr. Hogan stated that the petitioner, Who Brew, LLC, is requesting conditional use approval to re-establish and expand the existing drive-through associated with a new 7 Brew coffee shop at 201 East Euclid Avenue, an outlot of Randhurst Village. He stated that the property is zoned B-3 Community Shopping PUD and operated as a drive-through Steak and Shake from 1999 to 2022. He noted the proposal requires Village Board approval, that a minor amendment to the Randhurst Village PUD is being evaluated separately, and that staff supports the conditional use request with conditions.

Mr. Hogan reviewed the conditional use application, detailing the existing site conditions, the proposed site plan, and the proposed operational characteristics. He stated that the petitioner proposes to retain the existing 3,694 square foot building and reconfigure the site to accommodate two drive-through lanes wrapping around the building. He noted that the eastern access drive along Randhurst Village Drive will be closed, with site access consolidated to the southern and western access points. Mr. Hogan stated that 7 Brew staff stationed near the drive-through entrance will take orders using tablet computers, and patrons will exit south to Randhurst Village Drive after picking up their order.

Mr. Hogan reviewed the Traffic Impact Study prepared by KLOA, Inc. He stated the study found that nearby intersections are expected to continue operating well after 7 Brew opens, with some increased delay anticipated for the northbound left-turn movement at Euclid Avenue and Randhurst Village Drive during peak hours. He stated that the proposed site accommodates up to 48 vehicles in queue, which exceeds the projected stabilized peak queue of 31 to 34 vehicles once additional 7 Brew locations open in the region. Mr. Hogan stated staff concurs with the methodology and findings of the traffic study.

Mr. Hogan stated that the proposed parking, landscaping, lighting, signage, and drainage all meet code. He noted that the Metropolitan Water Reclamation District of Greater Chicago issued a letter dated April 13, 2026 confirming that a Watershed Management Ordinance permit will not be required for the proposed project.

Mr. Hogan stated that the proposed conditional use meets the standards contained in Section 14.203(F) of the Zoning Ordinance and requested that the Planning and Zoning Commission make a motion to adopt staff's findings as the findings of the Planning and Zoning Commission and recommend **approval** of the following motion:

"A conditional use to allow two drive-through lanes at the property commonly known as 201 East Euclid Avenue, subject to the conditions detailed in the staff report."

Mr. Hogan stated that the Village Board's decision is final for this case.

After Mr. Hogan concluded his presentation, Chairperson Donnelly asked the commissioners to present any questions they had for staff.

Commissioner Costa asked for clarification on the proposed traffic pattern through the site.

Mr. Hogan explained that patrons will enter from either the western cross-access drive from Planet Fitness or the southern access drive from Randhurst Village Drive, queue in one of two drive-through lanes that wrap around the building, place an order with a staff member using a tablet, proceed to the pickup window, and exit south to Randhurst Village Drive.

Commissioner Beattie asked for additional information on the beverage ordering and pickup procedure.

Mr. Hogan explained that orders are taken by 7 Brew staff with tablet computers and picked up on the west side of the building.

Commissioner Weir asked for additional information on the proposed landscaping and the dumpster enclosure.

Mr. Hogan stated that the petitioner is maintaining and enhancing the existing planting beds and is adding landscaping along the eastern perimeter of the property where the access drive will be closed. He stated that the dumpster enclosure meets code requirements and is screened consistent with other enclosures at the shopping center.

No other commissioners had questions of staff and the petitioner approached the podium.

The petitioner introduced himself as Matthew Nyweide of 243 Forest Avenue, representing Who Brew, LLC. Mr. Nyweide provided an overview of the 7 Brew concept and described the operational protocols for the proposed location, including how staff handle walk-up customers in a drive-through-only configuration. He stated that 7 Brew has a number of additional locations open or under development in the Chicago region.

Commissioners asked minor follow-up questions regarding operations and the customer experience, which Mr. Nyweide addressed.

Hearing no further comments or questions, Chairperson Donnelly asked for a motion to approve the conditional use. Commissioner Beattie made a motion seconded by Commissioner Weir to approve the following motion:

“A conditional use to allow two drive-through lanes at the property commonly known as 201 East Euclid Avenue, subject to the conditions detailed in the staff report.”

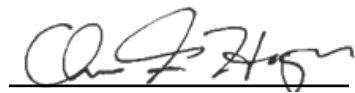
The Commission made a motion to adopt staff’s findings.

**UPON ROLL CALL**                      AYES: Szymczak, Weir, Beattie, Rogers, Fricano, Costa, Donnelly

NAYS: None

The Planning and Zoning Commission gave a positive recommendation (7-0) to the Village Board.

Hearing no further discussion, Commissioner Beattie made a motion seconded by Commissioner Szymczak and the meeting was adjourned at 7:40 PM.



Charlie Hogan, AICP, Development Planner

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING CHAPTER 14 “ZONING” OF THE VILLAGE CODE OF THE VILLAGE OF MOUNT PROSPECT, ILLINOIS**

**WHEREAS**, the Village of Mount Prospect is a home rule municipality as defined by Article VII, § 6 of the Illinois Constitution of 1970; and

**WHEREAS**, the President and Board of Trustees of the Village of Mount Prospect desire to make certain amendments to the Village Code of Mount Prospect as set forth below; and

**WHEREAS**, pursuant to the authority granted under the Illinois Municipal Code and in accordance with home rule authority granted to home rule municipalities, the President and Board of Trustees of the Village of Mount Prospect approve the amendments as set forth below.

**BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MOUNT PROSPECT, COOK COUNTY, ILLINOIS:**

**SECTION 1:** Section 14.202, “Organization,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

The administration of this chapter is hereby vested in the following elected and appointed boards and professional staff:

Village board of trustees  
Planning and zoning commission  
Director of community development

The administrative functions of this chapter are as follows:

Zoning compliance reviews  
Issuance of certificates of occupancy  
Variations  
Text and map amendments  
Appeals  
Conditional uses  
Public hearings  
Fees and penalties  
Administrative variations  
Administrative conditional uses

**SECTION 2:** Subsection A (1) of Section 14.202, “Administrative Bodies and Specific Duties,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

1. Receive recommendations from the planning and zoning commission concerning all text and map amendments, certain conditional use permits, certain variations and to approve or disapprove any such recommendation from the planning and zoning commission.

**SECTION 3:** Subsection B (1) of Section 14.202, “Administrative Bodies and Specific Duties,” of Article II, “Administration and Enforcement,” to

Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

1. To hear petitions for certain variations, certain conditional use permits, map and text amendments and prepare recommendations to the village board regarding such petitions.

**SECTION 4:** Subsection B (2) of Section 14.202, “Administrative Bodies and Specific Duties,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

2. To hear and decide as final administrative authority, all petitions for fence variations, all conditional use petitions for fences in the R-X, R-1, and R-A zoning districts, conditional use petitions for accessory structures in the R-X, R-1, and R-A zoning districts, and conditional uses for residential setback reductions in the R-X, R-1, and R-A zoning districts which do not exceed twenty five percent (25%) of any requirement of this chapter. The planning and zoning commission shall also hear and decide variations which do not exceed twenty five percent (25%) of any requirement of this chapter. The planning and zoning commission shall not hear and decide as final administrative authority any petitions for administrative variations and/or administrative conditional uses.

**SECTION 5:** Subsection C (2) of Section 14.202, “Administrative Bodies and Specific Duties,” of Article II, “Administration and Enforcement,” to

Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

2. Forward to the planning and zoning commission all applications for appeals; variations, except for administrative variations; conditional uses, except for administrative conditional uses; map or text amendments; or other matters on which the planning and zoning commission is required to review under this chapter.

**SECTION 6:** Subsection C (4) of Section 14.202, “Administrative Bodies and Specific Duties,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

4. Maintain possession of appropriate records and files pertaining to the zoning ordinance, including, but not limited to, zoning maps, amendments, conditional uses, administrative conditional uses, variations, administrative variations, and appeals.

**SECTION 7:** Subsection C (9) of Section 14.202, “Administrative Bodies and Specific Duties,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

9. Conduct administrative hearings and make final determinations on administrative variations and administrative conditional uses.

**SECTION 8:** Section 14.202, “Administrative Bodies and Specific Duties,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended to add subsection (D) as follows:

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D. TABLE OF ADMINISTRATIVE BODIES AND SPECIFIC DUTIES:

	Final Authority		
	Director of Community Development	Planning & Zoning Commission	Village Board
<b>VARIATIONS</b>	Administrative	Standard	Standard
Parking requirements for uses in excess of 2,500 square feet in the B-5/B-5C districts	All	-	-
Fences in nonsingle-family residential districts	-	All	-
Sign variations	-	All	-
All other Chapter 14 zoning requirements	-	≤25%	>25%
<b>CONDITIONAL USES</b>	Administrative	Standard	Standard
Existing nonconforming accessory structures <sup>1</sup>	All	-	-
Relief from accessory structure requirements in single-family residential districts	-	All	-
Setback reductions in required yards in single-family residential zoning districts	-	≤25%	>25%
Fences in single-family residential districts	-	All	-

1 Applicable structures shall: (i) be replaced with the same type of structure, (ii) not exceed a total of two (2) accessory structures per lot of record, (iii) extend into no more than forty percent (40%) of the required interior side yard setback, and (iv) extend into no more than ten percent (10%) of the rear yard setback.

**SECTION 9:** The heading of Subsection C of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended to read as follows:

C. Variations and Administrative Variations:

**SECTION 10:** Subsection C (1) of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

1. Intent: Variations shall be granted or recommended for approval only where the planning and zoning commission, or in the case of administrative variations, the director of community development, makes findings of fact in accordance with the standards set forth in this chapter, and further finds that the regulations of this chapter will impose practical difficulties or particular hardships on the petitioner in carrying out the strict letter of the regulations of this chapter.

**SECTION 11:** Subsection C (2) of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

2. Authority: The director of community development may, after an administrative hearing, grant an administrative variation as provided in

this chapter. The planning and zoning commission may, after a public hearing, grant or recommend for approval a variation in harmony with the general purpose and intent of this chapter.

**SECTION 12:** Subsection C (3) of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

3. Initiation: An application for an administrative variation or variation may be made by any person, firm, other entity, corporation, or by any governmental entity requesting or intending to request application for a building permit.

**SECTION 13:** Subsection C (4) of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

4. Filing Of Applications: An application for an administrative variation or variation shall be filed with the director of community development on forms obtained from the community development department. Such form shall include all information necessary for processing the request, including, but not limited to, a statement on specific hardship, the extent of variation requested, legal description of subject property, survey, site plan, appropriate proof of ownership, or proof of authority. The application form may be revised from time to time. The application shall be filed with the appropriate fee in an amount established by the board of trustees.

**SECTION 14:** Subsection C (5) of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

5. Public Hearing: Public hearings for variations and administrative variations shall be held in compliance with state statutes and provisions of this chapter as described in subsection G or subsection H of this section.

**SECTION 15:** Subsection C (6) of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

6. Action By Planning And Zoning Commission: The planning and zoning commission shall hear and decide as final administrative authority, all petitions for fence variations in nonsingle-family residential districts and variations which do not exceed twenty five percent (25%) of any requirement of this chapter.

The planning and zoning commission shall make recommendations to the village board on all variations which are more than twenty-five percent (25%) of any requirement of this chapter.

In all petitions for variations, the planning and zoning commission shall make findings of fact based on the standards listed in subsection C9 of this chapter. In all petitions for administrative variations, the planning

and zoning commission shall make findings of fact based on the standards listed in subsection C11c of this chapter.

**SECTION 16:** Subsection C (11) of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

11. Administrative Variations:

a. **Action By Director Of Community Development:** The director of community development shall consider the following administrative variations and may either administratively approve or remand to the Planning and Zoning Commission for further action. The following types of relief are eligible as administrative variations, and requests that are not included in this eligibility list may apply for a standard variation:

(1) Parking requirements for uses in excess of two thousand five hundred (2,500) square feet in floor area located in the B-5 central commercial district and B-5C core central commercial district.

b. **Filing of Application:** All applications for administrative variations shall be made on an appropriate application form provided by the Village. The application for administrative variations shall be filed and processed in the manner prescribed for variations and shall be accompanied by the following information:

(1) Said application shall contain the following information:

- (A) Zoning Request Application / Petition for Hearing;
- (B) Affidavit of Ownership;

- (C) Proof of Ownership;
- (D) Paid receipt of the most recent tax bill;
- (E) Responses to applicable standards;
- (F) Plat of Survey;
- (G) Site plan;
- (H) Building elevation(s), existing and proposed, if applicable;
- (I) Floor plans, if applicable;
- (J) Preliminary engineering plans, if applicable;
- (K) Legal description of the subject property;
- (L) Any other information deemed necessary by the Village.

c. Standards for Administrative Variations:

(1) For an administrative variation request considering a reduction in the minimum number of required parking spaces in the B-5 central commercial district and B-5C core central commercial district, the director of community development shall make findings of fact based on the petition and public input according to the following standards:

(A) Whether the requested relief will be out of character with the neighborhood.

(B) Whether there are other properties within the same zoning district, which have received a variation from the same regulation.

(C) Whether there is public parking available within one thousand feet (1,000').

(D) Whether there is public transit (e.g., train station) available within one thousand feet (1,000').

(E) Whether there are adjacent land uses with different peak parking demand periods based on the hours of operations.

(F) Whether there is a shared parking agreement/valet service provided.

d. Hearings: Administrative hearings shall be held for administrative variations in compliance with the provisions as described in subsection H of this section.

e. Administrative Approvals: Administrative variations adhering to the application submittal requirements and ordinance requirements may be administratively approved as follows:

(1) After the administrative variation application is submitted and reviewed by the various Village departments, the director of community development will indicate if the applicant may proceed forward with seeking approval of the requested relief with the sign-off approval of the surrounding property owners.

(2) In all cases where the director of community development grants an administrative variation, an authorizing determination shall be prepared that may set forth the terms for operation of the conditional use. The village clerk shall record the authorizing determination with the county recorder of deeds.

f. Appeal Of Director Of Community Development Decision: Any individual may file an appeal of the decision of the director of community development regarding an administrative variation with the planning and zoning commission. Such appeal shall be filed

with the director of community development within five (5) calendar days of the director's decision.

12. **Additional Restrictions:** In the granting of a variation or administrative variation, additional conditions and restrictions may be placed upon the premises, which are necessary to comply with the standards listed above and the objectives of this chapter.

13. **Revocation:** Where a variation or administrative variation has been granted pursuant to the provisions of this chapter, such approval shall become null and void unless a building permit is issued and work is substantially under way within twelve (12) months of the date of the variation, unless the variation approval is extended by the planning and zoning commission or the administrative variation approval is extended by the director of community development.

14. **Effect Of Denial Of Proposal:** No application for a variation which has been denied by the planning and zoning commission or village board or for an administrative variation which has been denied by the director of community development shall be resubmitted for a period of one year from the date of the denial, except on grounds of new evidence or proof of change of condition found to be valid by the director of community development.

**SECTION 17:** Subsection F of Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

F. **Conditional Uses and Administrative Conditional Uses:**

1. Intent And Applicability: The development and administration of this chapter is based upon the village being divided into zoning districts within which the use of land and buildings and the bulk and location of buildings and structures is substantially uniform. However, it is recognized that there are certain uses which, because of their unique characteristics, cannot be properly classified in any particular zoning district without consideration of the impact of those uses upon adjoining properties and their impact on the neighborhood in general. Such conditional uses fall into two (2) categories:

a. Uses publicly operated or uses traditionally promoting a public interest or benefit.

b. Uses entirely private in character but of a nature that their operation may present a different impact upon adjoining properties or the neighborhood in general.

2. Authority: Except as otherwise provided in subsection F10 of this section, the planning and zoning commission shall convene a public hearing on a conditional use application. The planning and zoning commission shall prepare findings of fact based on evidence presented addressing required standards, and submit a recommendation on an application to the village board for their review and final decision.

3. Initiation: Any person, firm, corporation, office or other legal entity having ownership interest in land, or a contractual interest that may become an ownership interest, may file an application with the consent of the property owner.

4. Filing Of Application: An application for a conditional use shall be filed with the director of community development on forms obtained from the community development department. Except as otherwise provided in subsection F10 of this section, the director shall, upon receiving a complete application for a conditional use, forward the application, along with other

data considered important by the director, to the planning and zoning commission for their review and recommendation to the village board.

5. Public Hearings: Public hearings for conditional uses and administrative conditional uses shall be held in compliance with state statutes and provisions of this chapter as described in subsection G or subsection H of this section.

6. Recommendation By The Planning And Zoning Commission: Except as otherwise provided in subsection F10 of this section, the director of community development shall submit the written recommendation of the planning and zoning commission on an application for a conditional use to the village board within thirty (30) days of conclusion of the public hearing. Extension of this time period may be allowed by mutual consent of the applicant and the director of community development.

For petitions for conditional uses involving any of the following in the R-X, R-1, and R-A zoning districts:

- a. Residential setback reductions in any yard that do not exceed twenty-five percent (25%) of the applicable setback requirements of this chapter;
- b. Relief from the accessory structure requirements; and
- c. Fence petitions;

the Planning and Zoning Commission shall hear and decide such petitions as the final administrative authority. The planning and zoning commission shall make recommendations to the village board on all conditional uses involving residential setback reductions in all yards in the R-X, R-1, and R-A zoning districts that exceed twenty five percent (25%) of the setback requirement(s) of this chapter.

## 7. Action By The Village Board:

a. The village board shall not act upon a proposed conditional use until it has received a written report and recommendation from the planning and zoning commission provided by the director of community development.

b. The village board may approve a conditional use by ordinance, deny, or refer back to the planning and zoning commission for further review. The village board may establish such conditions and restrictions upon the establishment, location, construction, maintenance, and operation of the conditional use, as is deemed necessary for the protection of adjoining properties and the neighborhood in general and the public interest.

c. In all cases where the village board permits a conditional use, the authorizing ordinance shall specifically set forth the terms for operation of the conditional use.

d. Any conditional use which fails to receive a favorable recommendation from the planning and zoning commission shall not be granted by the village board unless there is a concurring vote of five (5) if all seven (7) members of the corporate authorities are present and voting, and a concurring vote of four (4) if less than seven (7) members of the corporate authorities are present and voting.

8. Standards For Conditional Uses: Except as otherwise provided in subsection F10 of this section, no conditional use shall be recommended for approval by the planning and zoning commission unless it finds:

a. That the establishment, maintenance, or operation of the conditional use will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare;

b. That the conditional use will not be injurious to the uses and enjoyment of other property in the immediate vicinity for the purposes already

permitted, nor substantially diminish and impair property values within the neighborhood in which it is to be located;

c. That the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district;

d. That adequate public utilities, access roads, drainage and/or necessary facilities have been or will be provided;

e. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets;

f. That the proposed conditional use is not contrary to the objectives of the current comprehensive plan for the village; and

g. That the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified pursuant to the recommendations of the planning and zoning commission.

9. Conditions And Guarantees: Except as otherwise provided in subsections F6 and F10 of this section, in all cases where conditional uses are granted, and conditions regulating the use are established as described in subsection F8 of this section, the village board shall require such evidence and guarantees as it may deem necessary as proof that the conditional use complies with all regulating conditions.

#### 10. Administrative Conditional Uses.

a. Action By Director Of Community Development: The director of community development shall consider the following administrative conditional uses and may either administratively approve or remand to the Planning and Zoning Commission for further action. The following types of relief are eligible as administrative conditional uses:

(1) Existing nonconforming accessory structures:

(A) Applicable Structures:

- (i) Will be replaced with the same type of structure,
- (ii) Do not exceed a total of two (2) accessory structures per lot of record,
- (iii) Extend into no more than forty percent (40%) of the required interior side yard setback,
- (iv) Extend into no more than ten percent (10%) of the rear yard setback, or
- (v) Where the applicable lot coverage does not exceed the maximum permitted for that zoning district by more than ten percent (10%).

b. Filing of Application: All applications for administrative conditional uses shall be made on an appropriate application form provided by the Village. The application for administrative conditional uses shall be filed and processed in the manner prescribed for conditional uses and shall be accompanied by the following information:

(1) Said application shall contain the following information:

- (A) Zoning Request Application / Petition for Hearing;
- (B) Affidavit of Ownership;
- (C) Proof of Ownership;
- (D) Paid receipt of the most recent tax bill;
- (E) Responses to applicable standards;
- (F) Plat of Survey;
- (G) Site plan;
- (H) Building elevation(s), existing and proposed, if applicable;
- (I) Floor plans, if applicable;

- (J) Preliminary engineering plans, if applicable;
- (K) Legal description of the subject property;
- (L) Any other information deemed necessary by the Village.

c. Standards for Administrative Conditional Uses. No administrative conditional use shall be granted by the Village unless the administrative conditional use:

(1) Is so designed, located, and proposed to be operated that the public health, safety and welfare will be protected.

(2) Will not be injurious to the uses and enjoyment of other property in the neighborhood in which it is located.

(3) That in all other respects, the administrative conditional use conforms to the applicable regulations of the district in which it is located.

d. Administrative conditional uses adhering to the application submittal requirements and ordinance requirements may be administratively approved as follows:

(1) After the administrative conditional use application is submitted and reviewed by the various Village departments, the director of community development will indicate if the applicant may proceed forward with seeking approval of the requested relief with the sign-off approval of the surrounding property owners.

(2) In all cases where the director of community development grants an administrative conditional use, an authorizing determination shall be prepared that may set forth the terms for operation of the conditional use. The village clerk shall record the authorizing determination with the county recorder of deeds.

e. Appeal Of Director Of Community Development Decision: Any individual may file an appeal of the decision of the director of community

development regarding an administrative conditional use with the planning and zoning commission. Such appeal shall be filed with the director of community development within five (5) calendar days of the director's decision.

11. Effect Of Denial Of Application: No application for a conditional use which has been denied by the village board shall be resubmitted for a period of one year from the date of denial, except on the grounds of new factual evidence, or a change in conditions which would alter the concept or intent of the request. Such changes may include reductions in density or building height, changes in land use and road standards and alignment, or conditions which would have a positive effect on surrounding property, and serve to address the circumstances of the denial of the original application. Such change or new evidence must be reviewed and acknowledged by the director of community development before a new application can be submitted for a public hearing.

12. Revocation:

a. In any case where the construction of an approved conditional use is not substantially under way, or if a use is not established or commenced in the building within one year from the date of granting thereof, and completed within eighteen (18) months, then, without further action by the village board, the conditional use or authorization thereof shall be null and void.

b. A conditional use may be revoked if conditional use as established or constructed on the site does not conform to the established conditions for approval. The director of community development will be responsible for advising the village board of any violations and the village board may then authorize the planning and zoning commission to schedule a public hearing to consider revoking the conditional use permit. After conducting the public hearing, the planning and zoning commission shall

then prepare a written report and recommendation to submit to the village board. Upon receipt of the planning and zoning commission report, the village board shall then render a final judgment regarding rescinding the conditional use permit and accompanying ordinance.

13. Expiration And Transferability: The conditional use shall expire if the conditional use shall cease for more than twelve (12) months for any reason. However, the ownership of an authorized conditional use may be changed if the use remains unchanged.

14. Modification Or Intensification: Any modification or intensification of a conditional use which alters the essential character or operation of the use in a way not intended at the time the conditional use was granted shall require a new conditional use permit. Such conditional use permit shall be applied for prior to any modification of the use or property. The director of community development shall determine whether the proposed modification or intensification represents an alteration in the essential character of the original conditional use as approved. The operator of the conditional use shall provide the director of community development with all the necessary information related to the conditional use to render this determination.

**SECTION 18:** Section 14.203, “Procedures For Administrative Functions,” of Article II, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended by adding a new subsection H and the heading of the existing subsection H of Section 14.203, “Procedures For Administrative Functions,” of Article III, “Administration and Enforcement,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended and shall read as follows:

## H. Administrative Hearing Procedures:

(1) Upon receipt of an application for an administrative variation or an administrative conditional use, the director of community development shall review the application for completeness and assign a case number to the request.

(2) For all applications for administrative variations or administrative conditional uses, the department of community development shall provide a list of all owners of record of property lying within one hundred feet (100'), exclusive of right of way width, of the parcel subject to the public hearing. The director of community development shall cause a copy of the public notice to be mailed to all property owners on the list no more than thirty (30) days nor less than seven (7) days prior to the hearing.

(3) An administrative notice shall contain the case number assigned to the application, the address of the property, a brief statement on the nature of the administrative variation or administrative conditional use, the name and address of the property owner, the petitioner and their legal representative, and the date, time and location of the administrative hearing.

(4) For all applications for an administrative variation or administrative conditional use, the director of community development shall also cause one or more signs to be posted on the property, which is the subject of the administrative hearing.

(5) The number and location of signs shall be determined by the director of community development.

(6) The sign must be a minimum of thirty inches by thirty inches (30" x 30") in size, having letters a minimum of two inches (2") high, and contain the following information:

(A) The fact that an administrative hearing that affects the subject property will be held, with direction to interested members of the general public to call the office of the community development director for further information concerning date, time and place and subject matter of said administrative hearing.

(B) Any interested person may appear and be heard at the hearing and such appearance may be made in person, by agent (if a corporation), or in writing.

I. Administrative Site Plan Review:

**SECTION 19:** Subsection B of Section 14.304.1, "Design Standards," of Article III, "General Provisions," to Chapter 14, "Zoning" to the Mount Prospect Village Code shall be amended by adding a new sub-subsection (3) and new sub-subsection (4) as follows:

3. Architectural Diversity: To promote architectural diversity and avoid repetitive building patterns, no detached single-family dwelling constructed within a residential subdivision approved after the effective date of this ordinance, or constructed as new principal residential construction on an individual lot, shall be similar in appearance to any other detached single-family dwelling located on the same street within a distance of two (2) lots in either direction of the subject lot.

For purposes of this subsection, the term “constructed” shall mean the erection of a new principal detached single-family dwelling and shall not include:

- Additions to an existing dwelling;
- Exterior renovations or façade modifications to an existing dwelling;

or

- Interior remodeling.

This subsection shall not apply retroactively to dwellings legally existing as of the effective date of this ordinance.

a. Definition of “Similar in Appearance”: For purposes of this subsection, two detached, single-family dwellings shall be considered similar in appearance if they are identical or nearly identical with respect to any three (3) or more of the following architectural characteristics:

(1) Primary roof form, including the dominant roof type (gable, hip, mansard, gambrel, flat, or combination):

(2) Roof height, measured from finished grade to the peak, within a tolerance of +/- 2 feet;

(3) Front-facing massing, defined as the approximate height and width of the primary front wall plane closest to the front lot line;

(4) Overall front-elevation form, including the predominant silhouette and massing as viewed from the street;

(5) Fenestration pattern, including the relative location, arrangement, and size of windows on the front elevation;

(6) Garage configuration, including the location, orientation, and dimensions of garage doors visible from the street; and

(7) Primary exterior siding materials on the front elevation wall planes (e.g., brick veneer, horizontal siding, board-and-batten, shakes, or similar materials).

b. Characteristics Not Constituting Dissimilarity: The following characteristics, standing alone, shall not be deemed sufficient to establish dissimilarity between dwellings:

(1) Variations in color;

(2) Variations in roofing material;

(3) Addition or deletion of minor decorative elements (including, but not limited to, dormers, cupolas, bay windows, belt courses, fan lights, chimneys, or ornamental features);

(4) Reversal of plan orientation (right-hand/left-hand orientation);

(5) Variation in window styles; and

(6) Variations in height, width, or length measurements of less than five percent (5%), unless otherwise specified herein.

c. Submission and Approval Requirements: Prior to issuance of any building permit within a subdivision, the applicant shall submit:

(1) A proposed set of building elevations for all planned home models; and

(2) A streetscape diagram or lot assignment plan demonstrating compliance with the spacing requirement established in this subsection.

The Director of Community Development shall review the submitted elevations and lot assignments for compliance with the requirements of this subsection. Approved elevations and lot assignments shall be binding upon subsequent building permit reviews.

4. Stucco or engineered stucco systems shall comply with the regulations stipulated in section 21.229 of the building code.

**SECTION 20:** Subsection A of Section 14.306, “Accessory Structures,” of Article III, “General Provisions,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

A. General Requirements: The following restrictions on accessory buildings, structures and uses apply to all zoning districts, unless otherwise provided for in this chapter:

1. Time Of Construction: No accessory building or structure shall be constructed on any lot prior to the time of construction of a principal building.

2. Yard Requirements: No accessory building, structure or use shall be located in a required front yard, required side yard or exterior side yard, unless otherwise provided for in this chapter.

3. Height Requirements:

a. Residential And Commercial Districts: No detached garage or gazebo shall exceed a maximum height of fifteen feet (15'). No other accessory building/structure shall exceed ten feet (10') in height.

b. Industrial, Office Research And Conservation Recreation Districts: No accessory building/structure shall exceed twenty feet (20') in height.

4. Separation Between Buildings:

a. A detached accessory building or structure shall be located no closer to the principal building than three feet (3'). Detached garages located between three feet (3') and ten feet (10') from a principal building shall be provided with a five- eighths inch (5/8") drywall finish on the interior walls and ceiling.

b. For single-family residential properties in the R-X, R-1 and R-A zoning districts only, any structure permanently attached to the principal structure is no longer considered an accessory structure pursuant to article XXIV of this chapter and shall meet the bulk requirements of the zoning district for principal structures, unless otherwise listed as a permitted obstruction in section 14.319 of this article.

c. For single-family residential properties in the R-X, R-1 and R-A zoning districts only, any structure permanently attached to an accessory structure is considered part of the accessory structure and shall meet the bulk requirements for accessory structures, unless otherwise listed as a permitted obstruction in section 14.319 of this article.

d. Aboveground swimming pools are permitted to attach to a deck if all required rear and side yard setbacks are met and the deck is designed with a gate between the deck and pool and access is provided to the yard from the deck.

e. Pergola support columns shall be located no closer to the principal building than three feet (3').

5. Number Of Accessory Structures: The maximum number of accessory structures shall not exceed two (2) such structures per zoning lot. Swimming pools and structures listed as permitted obstructions in section 14.319 of this article are exempt from the total number of accessory structures.

6. Shed and Garage Restrictions:

a. A shed shall not be utilized to store motor vehicles or as office, work or living space. The storage of household items, equipment to maintain the property and small recreational equipment is permitted.

b. A detached garage shall not be utilized as office, work or living space. The storage of motor vehicles, household items, equipment to maintain the property and small recreational equipment is permitted.

7. Roof Pitch: No accessory structure shall have a roof pitch of less than three to twelve (3:12). Pergolas, arbors, and accessory structures in the I-1 Limited Industrial and C-R Conservation Recreation zoning districts shall be exempt from this requirement.

8. No accessory structure shall be used for residential living quarters.

**SECTION 21:** Subsection B (1) of Section 14.306, “Accessory Structures,” of Article III, “General Provisions,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended in its entirety to read as follows:

B. Restrictions In Residential Districts:

1. Maximum Size:

a. A detached private garage may be no larger than seven hundred twenty (720) square feet.

b. A shed, gazebo, pergola, greenhouse, or other similar accessory structure may be no larger than two hundred (200) square feet).

**SECTION 22:** Land Use Table 1: “Residential and Recreational Zoning Districts” of Section 14.604, “Land Use Tables,” of Article VI, “Zoning Districts,” to Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended to add “Existing nonconforming accessory structures” as an administrative conditional use in the R-X, R-1 and R-A zoning districts, “Relief from accessory structure requirements, except for certain existing nonconforming accessory structures” and “Relief from fence requirements” as new conditional uses in the R-X, R-1 and R-A zoning districts, and a new footnote 3 in the Notes section below Land Use Table 1:

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Land Use	C-R	R-X	R-1	R-A	R-2	R-3	R-4
Existing nonconforming accessory structures Applicable structures: (i) Will be replaced with the same type of structure, (ii) Do not exceed a total of two (2) accessory structures per lot of record, (iii) Extend into no more than forty percent (40%) of the required interior side yard setback, (iv) Extend into no more than ten percent (10%) of the rear yard setback, or (v) Where the applicable lot coverage does not exceed the maximum permitted for that zoning district by more than ten percent (10%).		C <sup>3</sup>	C <sup>3</sup>	C <sup>3</sup>			
Relief from accessory structure requirements, except for certain existing nonconforming accessory structures		C	C	C			
Relief from fence requirements		C	C	C			

Notes:

1. Permitted in limited circumstances. A conditional use shall be required if the following circumstances apply:
  - a. A residential dwelling unit is being converted to the proposed use so as to be the principal use of the structure; or
  - b. A new building or structure is to be constructed on property less than 40,000 square feet not currently in use for the proposed use.
2. Residential setback reductions below 5 feet may trigger additional building code requirements including, but not limited to, fire-rated walls, limitation on projections, and opening in walls. Any zoning relief granted through the conditional use shall adhere to Chapter 21 Building Code of the Municipal Code.
3. Administrative conditional use approval is required.

**SECTION 23:** Subsection A (6) through A (9) of Section 14.2204,

“Residential Driveways,” of Article XXII, “Off Street Parking and Loading,” to

Chapter 14, “Zoning” to the Mount Prospect Village Code shall be amended to read as follows:

6. Attached Garages: Driveways serving attached garages shall not exceed thirty feet (30’) in width unless otherwise regulated elsewhere in this chapter and shall taper to a width no greater than twenty-six feet (26’) at the property line.

a. Driveways In Front Of Houses: The portion of a driveway located in front of the house shall not extend more than three feet (3’) beyond the point where the garage meets the house, measured along the front plane of the house. Circular driveways, dual-frontage lots, and driveways serving side-loaded garages are exempt from this requirement.

b. Driveways serving three (3) car attached garages may be the same width as the garage, not to exceed a maximum width of thirty-three feet (33’) and shall taper to a width no greater than twenty-six feet (26’) at the property line.

7. Detached Garages: Driveways serving detached garages shall not exceed thirty feet (30’) in width unless otherwise regulated elsewhere in this chapter and shall taper to a width no greater than twenty-six feet (26’) at the property line.

a. Driveways In Front Of Houses: The portion of a driveway located in front of the house shall not extend more than three feet (3’) beyond the closest plane of the house, measured along the front plane of the house.

b. Driveways Serving Three Car Detached Garages: Driveways serving three-car detached garages may be the same width as the garage not to exceed a maximum width of thirty-three feet (33’) and shall taper to a width no greater than twenty-six feet (26’) at the property line. Maximum measurement shall be taken from garage's edge farthest from the side lot line, running parallel to the garage facade.

8. Vehicle Turnaround Pads: Driveways fronting onto a major arterial street, as defined in the Village's comprehensive plan, may provide a vehicle turnaround pad no larger than twelve feet (12') in depth as measured parallel to the front lot line, and ten feet (10') in width as measured perpendicular to the front lot line. The vehicle turnaround pad shall be located entirely on the property, perpendicular to the driveway, and at least fifteen feet (15') from the principal structure. The turnaround pad may be in addition to the overall permitted driveway width.

9. Driveways Serving Side Load Garages: Driveways serving side load garages shall not exceed thirty feet (30') in width and shall taper to a width no greater than twenty-six feet (26') at the property line. Measurements for driveway width shall be taken parallel to the front lot line, no closer to the right of way than two feet (2') from the required front yard setback line.

**SECTION 24:** Section 14.2401, "Purpose," of Article XXIV, "Definitions," to Chapter 14, "Zoning," to the Mount Prospect Village Code shall be amended to modify the existing definition of "ACCESSORY STRUCTURE" and to add the new definitions of "ADMINISTRATIVE CONDITIONAL USE", "ADMINISTRATIVE VARIATION" and "PERMITTED OBSTRUCTION" in the appropriate alphabetical locations as follows:

**ADMINISTRATIVE CONDITIONAL USE:** A category of conditional use for single-family residential zoning districts which may be approved administratively by the Village of Mount Prospect, in conjunction with a submitted application, site plan, and all of the necessary requirements as required by the zoning ordinance and with required consent or determination of no objection from adjacent property owners.

**ADMINISTRATIVE VARIATION:** A category of variation which may be approved administratively by the Village of Mount Prospect, in conjunction with a submitted application, site plan, and all of the necessary requirements as required by the zoning ordinance and with required consent or determination of no objection from adjacent property owners.

**ACCESSORY STRUCTURE:** A subordinate structure detached from but located on the same lot as the principal structure, the use of which is incidental and accessory to that of a principal structure. Said structures may include, but are not limited to, detached garages, gazebos, pergolas, greenhouses, sheds, trash enclosures, parking lots, outdoor storage tanks, swimming pools, fences, and certain permitted obstructions including central air conditioning units, generators and similar mechanical equipment, driveways, parking pads, open stoops and canopies, patios, balconies, decks, service walks, sidewalks, steps, handicap ramps, sports courts, unenclosed porches and window wells, as further defined by this Code.

**PERMITTED OBSTRUCTION:** An accessory structure that is allowed to encroach into a required yard as long as it meets certain size and location requirements set forth by this Code.

**SECTION 25:** This Ordinance shall be in full force and effect from and after its passage, approval, adoption and publication in the manner provided by law.

**AYES:**

**NAYS:**

**ABSENT:**

**PASSED AND APPROVED** this 16th day of March 2026, by the Village Mayor of the Village of Mount Prospect, and attested by the Village Clerk, on the same day.

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Paul Wm. Hoefert  
Village Mayor

ATTEST:

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Karen Agoranos  
Village Clerk



## Item Cover Page

### **Subject**

### **As submitted**

Meeting

May 5, 2026 - REGULAR MEETING - AMENDED 5/4/2026 OF THE MOUNT PROSPECT VILLAGE BOARD

Fiscal Impact (Y/N)

Dollar Amount

Budget Source

Category

VILLAGE MANAGER'S REPORT

Type

Presentation

### **Information**

### **Discussion**

### **Alternatives**

### **Staff Recommendation**

### **Attachments**

None