City Council Agenda

Monday, July 6, 2026
Regular Session – 7:00 p.m.
Room 102

CALL TO ORDER

REGULAR SESSION

PROCLAMATION
250TH ANNIVERSARY OF THE UNITED STATES OF AMERICA

PUBLIC COMMENT
(matters not on the agenda)

MAYORAL ANNOUNCEMENTS/COMMENTS

ALDERMEN ANNOUNCEMENTS/COMMENTS

CITY CLERK ANNOUNCEMENTS/COMMENTS

MANAGER'S REPORT

CITY ATTORNEY/GENERAL COUNSEL REPORT

CONSENT AGENDA

1. **RESOLUTION R-156-26**: Approving a 3-Year Licensing Agreement of DACRA Municipal Enforcement Software from Dacra Tech, LLC for Administrative Hearing/Ticket Software in an Amount Not-to-Exceed $126,000.

2. **RESOLUTION R-157-26**: Approving the 2026 Contract Expenditure of the EPL Maintenance Renewal with Tyler Technologies, Inc., Troy, Michigan in the Amount of $117,897.00. Budgeted Funds – IT/R&M Software.

3. **RESOLUTION R-158-26**: Approving the Use of Asset Forfeiture Funds in an Amount Not-to-Exceed $26,098.00 for the Purchase of Two (2) Night Vision Devices from GPNVGs, Raymore, Missouri for the Police Department. Funded by Asset Forfeiture Funds at No Cost to the City.

4. **RESOLUTION R-159-26**: Approving Task Order #15 with Berger Excavating Contractors, Wauconda, Illinois in the Amount of $231,345.70. Budgeted Funds – Water.

5. **RESOLUTION R-160-26**: Approving Additional Funds Necessary for Construction of the Lee/Forest Traffic Signal in the Amount of $138,254.44. Budgeted Funds – Capital Projects.

6. **RESOLUTION R-161-26**: Approving the Purchase of Emergency Water Main Materials from Mid-American Water, Wauconda, Illinois in the Amount of $159,695.40. Source of Funding – Water.

7. **RESOLUTION R-162-26**: Approving a Professional Services Agreement for Consulting Services Related to a Comprehensive Utility Billing Review with Baxter & Woodman Consulting Engineers, Mokena, Illinois in the Amount of $43,000.00. Funded by Water/Sewer Funds.

8. **SECOND READING – ORDINANCE M-11-26**: Authorizing the City Council to Dispose of the Listed Vehicles/Equipment through Obenauf Auction Services, Inc., 810 Magna Drive, Round Lake, IL 60073

9. **SECOND READING – ORDINANCE M-13-26**: Consideration of an Ordinance Repealing Chapter 10 of Title 2 and Amending Chapter 3 of Title 3 of the Des Plaines City Code Regarding the Des Plaines Foreign Fire Insurance Board

10. Minutes/Regular Meeting – June 15, 2026

UNFINISHED BUSINESS

1. **SECOND READING – ORDINANCE Z-12-26, *As Amended***: Consideration of a Preliminary Planned Unit Development (PUD), Tentative Plat, and Conditional Use for a Residentially Zoned Assembly Use at 240, 280, and 310 Potter Road *(deferred from 6/15/2026 City Council Agenda)*
2. **SECOND READING – ORDINANCE Z-13-26**: Consideration of an Ordinance Approving Zoning Text Amendments Regarding Specific Sign Regulations for Cannabis Business Establishments

NEW BUSINESS

1. FINANCE & ADMINISTRATION – Alderman Dick Sayad, Chair
   a. Warrant Register in the Amount of $6,918,355.84 – **RESOLUTION R-163-26**

2. COMMUNITY DEVELOPMENT – Alderman Colt Moylan, Chair
   a. Consideration of an Ordinance Approving a Conditional Use for a Livery Service at 301 West Oakton Street – **FIRST READING – ORDINANCE Z-15-26**
   b. Consideration of an Ordinance Approving a Conditional Use Permit and Major Variations for a Food Processing Establishment (Pronto Panifico, LLC) at 1641-1647 Oakton Place – **FIRST READING – ORDINANCE Z-16-26**
   c. Consideration of a Resolution Declaring the Parcel at 678 Lee Street as Blighted and a Resolution in Support of a Cook County Class 7b Real Estate Incentive for the Property – **RESOLUTION R-164-26** and **RESOLUTION R-165-26**

OTHER MAYOR/ALDERMEN COMMENTS FOR THE GOOD OF THE ORDER

ADJOURNMENT

ORDINANCES ON THE AGENDA FOR FIRST READING APPROVAL MAY ALSO, AT THE COUNCIL'S DISCRETION, BE ADOPTED FOR FINAL PASSAGE AT THE SAME MEETING.

Persons with disabilities who require certain accommodations in order to observe or participate in a public meeting or have questions about the accessibility of the public meeting should contact the ADA Coordinator at least 48 hours (or two business days) in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 1420 Miner St., Des Plaines, IL; by telephone at (847)391-5486; or by email at hr@desplainesil.gov.

Notices of this meeting were posted in accordance with the requirements of 5 ILCS 120/1 et. Seq. (Open Meetings Act).

DES PLAINES
ILLINOIS

OFFICE OF THE MAYOR
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5301
desplainesil.gov

MEMORANDUM

Date: July 6, 2026

To: Members of the City Council

From: Andrew Goczkowski, Mayor AG

Cc: Dorothy Wisniewski, City Manager

Subject: Proclamation

At the beginning of the July 6, 2026 City Council Meeting, we will be issuing a Proclamation recognizing the United States 250th anniversary.

OFFICE OF THE MAYOR

CITY OF DES PLAINES, ILLINOIS

WHEREAS, *July 4, 2026, marks the 250th anniversary of the adoption of the Declaration of Independence in 1776 and the founding of the United States of America; and*

WHEREAS, *this historic milestone provides an opportunity for Americans to reflect upon our shared history, honor the sacrifices of those who secured and preserved our freedoms, and renew our commitment to the principles upon which our Nation was established; and*

WHEREAS, *the strength of the United States is demonstrated every day in communities such as the City of Des Plaines, where residents, businesses, civic organizations, public servants, and volunteers work together to build a safe, welcoming, and prosperous community; and*

WHEREAS, *local government represents one of the most direct forms of democratic participation, allowing citizens to engage in civic life, contribute to the public good, and uphold the responsibilities of self-government.*

Now, therefore, I, ANDREW GOCZKOWSKI, MAYOR OF THE CITY OF DES PLAINES, do hereby proclaim that the City of Des Plaines recognizes the

UNITED STATES SEMIQUINCENTENNIAL

and call upon all its residents to reflect upon the significance of this commemoration and the role our community has in protecting these rights for future generations.

Dated this 6th day of July, 2026

_____

Andrew Goczkowski, Mayor

DES PLAINES
ILLINOIS

POLICE DEPARTMENT
1418 Miner Street
Des Plaines, IL 60016
P: 847.391.5400
desplainesil.gov

MEMORANDUM

Date: June 12, 2026

To: Dorothy Wisniewski, City Manager

From: Tim Doherty, Police Services Manager

Subject: DACRA Tech, LLC 3 Year Agreement - Administrative Hearing/Ticket Program

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Issue: The police department's current administrative hearing/ticket program agreement with DACRA Tech. LLC expires on June 30, 2026. A new three (3) year agreement is needed to continue with the software.

Analysis: The City of Des Plaines has been using the Dacra Administrative Hearing/Parking Ticket program for over 20 years. The program is used to track all parking and compliance tickets issued in the City of Des Plaines and manages the Administrative Hearing program. The current program has functioned well for the City. The City plans to implement electronic ticketing for parking, compliance, and moving violations during the summer of 2026.

The current sole source vendor for the Dacra Municipal Enforcement System is Dacra Tech, LLC from Itasca, Illinois. The agreement term will be July 1, 2026, through June 30, 2029, with an effective date retroactive to July 1, 2026, upon City Council approval.

ITEM	2026-2027	2027-2028	2028-2029
Annual Licensing Fee	$42,000	$42,000	$42,000
YEARLY TOTAL	**$42,000**	**$42,000**	**$42,000**

Recommendation: I recommend that the City Council approve the Dacra Municipal Enforcement System 3-year software licensing agreement from Dacra Tech, LLC, 450 Devon Ave, Suite 100, Itasca, IL 60143 in the amount not to exceed $126,000 – Police Support Services - Computer Software (100-60-630-0000.8010).

Attachments
Resolution R-156-26
Exhibit A –DACRA Tech, LLC– DACRA Computer System Software Agreement

CITY OF DES PLAINES

RESOLUTION R - 156 - 26

A RESOLUTION APPROVING AN AGREEMENT WITH DACRA TECH, LLC, FOR THE PURCHASE OF MUNICIPAL ENFORCEMENT SOFTWARE.

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the City to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, the City of Des Plaines utilizes a Municipal Enforcement System software ("***Software***") provided by Dacra Tech LLC ("***Vendor***") to manage it the City's administrative hearing and enforcement program; and

WHEREAS, in order maintain the continuing operations of these crucial City operations, the Des Plaines Police Department recommends that the City purchase a new three-year license for the Software from the Vendor; and

WHEREAS, in accordance with Section 7.5.E.4 of the City's Purchasing Policy, the City has determined that competitive bidding is not required for the purchase of the Software because Dacra Tech, LLC (***"Vendor"***) is the sole source provider of Software; and

WHEREAS, the City desires to enter into an agreement with the Vendor for the purchase of a three-year license for the Software in the not-to-exceed amount of $126,000, with an annual cost for Fiscal Year 2026 in the amount of $42,000 ("**Agreement**"); and

WHEREAS, the City's FY 2026 budget provided sufficient funds for this procurement under budget line-item Police Support Services - Computer Software (100-60-630-0000.8010); and

WHEREAS, the City Council has determined that it is in the best interest of the City to enter into the Agreement with the Vendor for the purchase of the Software;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the City Council.

SECTION 2: APPROVAL OF AGREEMENT. The Agreement is hereby approved in substantially the form attached to this Resolution as **Exhibit A**, and in final form approved by the General Counsel.

SECTION 3: AUTHORIZATION TO EXECUTE AGREEMENT. The City Manager and City Clerk are authorized and directed to execute and seal, on behalf of the City, the final Agreement only after receipt by the City Clerk of at least two executed copies of the Agreement from Vendor; provided, however, that if the City Clerk does not receive such executed copies of the Agreement from Vendor within 60 days after the date of adoption of this Resolution, then this authority to execute and seal the Agreement shall, at the option of the City Council, be null and void.

SECTION4: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law.

PASSED this _____ day of _____, 2026.

APPROVED this _____ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____
MAYOR

ATTEST:

_____
CITY CLERK

Approved as to form:

_____
Peter M. Friedman, General Counsel

DACRA TECH LLC MASTER SOFTWARE LICENSING AGREEMENT

This MASTER SOFTWARE LICENSING AGREEMENT (this "**Agreement**") is dated June 5, 2026 (the **"Effective Date"**) by and between Dacra Adjudication Systems, LLC d/b/a Dacra Tech, LLC, a Delaware limited liability company, ("**Dacra**"), and **City of Des Plaines** (the "**Municipality**"), and together with DACRA collectively, the "**parties**").

RECITALS

WHEREAS, Dacra is engaged in the business of developing, managing and deploying municipal software applications, including but not limited to, a flagship citation issuance and adjudication system as well as other software tools and services including, e-Citation, Adjudication, Tow Management, and Fine Payment Processes; and

WHEREAS, the Municipality desires to utilize certain services of Dacra under the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the covenants and conditions set forth in this Agreement and in consideration for the use of the Services by the Municipality;

AGREEMENT

1. Standard Terms and Conditions. The parties hereby incorporate by reference into this Agreement the foregoing recitals as well as the Master Terms and Conditions as set forth within **Exhibit A** (the "**Master Terms and Conditions**").

2. Services. The Municipality hereby retains certain software services from Dacra as set forth within **Exhibit B** (the "**Services**").

3. Pricing. In exchange for the use of the Services, the Municipality will be billed Fees as set forth within **Exhibit C** (the "**Fees**").

4. Term. The term of this Agreement (the "**Term**") shall be three (3) years and shall commence on the Effective Date. This Term of this Agreement shall automatically renew for successive periods of one year each at the then current pricing absent written notice by one party to the other party not less than 60 days prior to the expiration of the Term then in effect. Municipality will be notified of the then current pricing no less than 120 days prior to the expiration of the term. Dacra will notify Municipality of new pricing for any renewal term at least 120 days before the end of the then current term.

5. Notices. Any notices or communications required or permitted to be given by this Agreement must be given in writing and personally delivered; or mailed by prepaid, certified mail, or courier; or transmitted by electronic mail transmission (including PDF) to whom such notice or communication is directed, to the mailing address or regularly monitored electronic mail address of such party as follows:

If to the Municipality:

City of Des Plaines
Attention: Timothy Doherty
1420 Miner Street
Des Plaines, IL 60016
Email:tdoherty@desplainesil.gov

If to Dacra:

Dacra Tech, LLC
Attention: Dave Braner, CEO
450 Devon Avenue, Suite 100
Itasca, IL. 60143
Email: David.Braner@Dacratech.com

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

Dacra Tech, LLC
a Delaware limited liability company

By: _____

Name: Dave Braner

Title: CEO of Dacra Tech

Date:

City of Des Plaines
an Illinois municipal corporation

By: _____

Name:

Title:

Date

[Signature page to Master Software Licensing Agreement]

EXHIBIT A
DACRA MASTER TERMS AND CONDITIONS

A. Limited License Granted

Municipality is hereby granted during the Term of this Agreement, a nonexclusive, non-assignable, royalty free, limited license (the "**License**") to use the Services (including access to any software owned by Dacra as encompassed within the Services) solely for the Municipality's ordinance and code compliance purposes and subject to the terms of the Agreement.

B. Third-Party Agreements

Municipality hereby agrees that it may be required to enter into one or more additional contracts at the sole expense of Municipality with one or more third-party vendors in order to use and/or maximize some features of the software provided by Dacra such as the Municipality's online payment processor or the Municipality's collection agency.

C. Data

Municipality at all times will retain sole ownership of its Municipal Data. The term "**Municipal Data**" refers to all citation and hearing data collected on behalf of the Municipality with respect to the Services. Dacra at all times retains the right and license during the Term to access the Municipal Data and to grant certain identified third parties access to the Municipal Data only as necessary in order to use and/or maximize some features of the software provided by Dacra such as the Municipality's online payment processor or the Municipality's collection agency.

D. Dacra's Intellectual Property

Dacra or its licensors retain all ownership and Intellectual Property Rights in and to the Services, including any software, algorithms, programs, tools, code or instrumentalities encompassed therein in any manner and/or relating to the Services as utilized by the Municipality. Additionally, Dacra retains all ownership and Intellectual Property Rights to anything (including without limitation software and written product) delivered under the Agreement, including any future developments thereof, regardless of whether any Municipal employees or agents, had any input or in any way assisted in any such new development. Municipality hereby acknowledges that it may not:

(i) Allow access to the Services available in any manner to any third-party or for any purpose not authorized by this Agreement unless such access is expressly permitted in writing by Dacra;

(ii) Copy, reproduce, distribute, republish, download, display, post or transmit in any form or by any means, any materials provide by Dacra; and

(iii) Modify, make derivative works of, disassemble, reverse compile, or reverse engineer any part of the Services (the foregoing prohibition includes but is not limited to review of data structures or similar materials produced by programs).

As utilized herein, the phrase "**Intellectual Property Rights**" shall include, without limitation, all patent, trademark, trade secret and copyrights relating in whole or in part to the Services and whether such right arises by registration with the United States Patent & Trademark Office (the "USPTO"), through the United States Library of Congress, with any state or municipal body and/or arising by common law or statute, including without limitation the Illinois Trade Secrets Act, 765 ILCS 1065 et seq or the Defend Trade Secrets Act of 2016.

E. Further Assurances

Municipality further agrees to reasonably cooperate upon request by Dacra, as may be reasonably necessary to effectuate the intent of the parties to this Agreement in accordance with the terms of this paragraph D,

including, without limitation, a future assignment of Intellectual Property Rights.

F. Pricing and Billing

The Fees set forth in the Agreement will remain fixed during the Term absent a written amendment signed by the parties. For any partial month during the Term, the Fees shall be prorated based on the number of days that the Services were provided for such month. Dacra may audit Municipality's use of the Services. Municipality hereby agrees to cooperate with Dacra's audit and provide reasonable assistance and access to information. All payments shall be made in accordance with, and subject to, the Illinois Local Government prompt Payment Act (50 ILCS 505/1-9).

G. Termination

Municipality may terminate this agreement at any time with 90 day written notice provided. Dacra may immediately suspend the License in the event Municipality fails to pay any sums due Dacra under the Agreement within ten (10) days after written notice from Dacra of the payment default, either party to this Agreement may terminate the Agreement in the event of a breach of this Agreement by the other party which is not cured within 10 days of written notice thereof. In the event of such termination, by Dacra, Municipality agrees to pay all undisputed fees due Dacra which accrue or are incurred prior to the termination of the Agreement

H. Limitation of Liability

TO THE EXTENT NOT PROHIBITED BY LAW, DACRA HEREBY DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES, WITHOUT LIMITATION, THE IMPLIED WARRANTY OF MERCHANTABILITY AND IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE. NEITHER PARTY SHALL BE LIABLE HEREUNDER FOR ANY INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES, OR ANY LOSS OF REVENUE, OR PROFITS.

I. Other

(i) Nothing contained in this Agreement shall be construed as creating a joint venture, partnership, or employment relationship between the parties, nor shall either party have the right, power, or authority to create any obligation or duty, express or implied, on behalf of the other.

(ii) Upon the full execution of this Agreement, all prior agreements, if any, shall terminate and be of no further force and effect, and shall be superseded and replaced in their entirety by this Agreement.

(iii) Neither party may assign this Agreement without the other party's prior written consent, which will not be unreasonably withheld.

(iv) Municipality shall obtain at its sole expense any rights and consents from third-parties necessary for and identified by Dacra and its subcontractors to perform the Services under the Agreement.

(v) The Agreement is governed by the substantive and procedural laws of Illinois. All disputes shall be resolved solely in the Circuit Court of Cook County, Illinois.

(vi) Except for actions for nonpayment or breach of Dacra's proprietary rights, no action, regardless of form, arising out of or relating to the Agreement may be brought by either party more than two years after the cause of action has accrued.

(vii) Neither party to this Agreement shall be responsible for failure or delay of performance if

caused by: an act of war, hostility, pandemic, or sabotage; act of God; electrical, internet, or telecommunication outage that is not caused by the obligated party; government restrictions (including the denial or cancellation of any export or other license); other event outside the reasonable control of the obligated party.

(viii) This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original, and each of which together shall constitute a single instrument. Copies of this Agreement (as well as any documents related to this Agreement) signed and transmitted by a party by electronic transmission shall be deemed for all purposes as containing the original signature of the transmitting party and legally binding upon such transmitting party.

(ix) Dacra may publish that the Municipality utilizes one or more Services of Dacra only upon written consent by the municipality.

J. Maintenance and Support

Dacra shall provide the following maintenance and support as a component of the Services using guidelines, structures, and materials meeting the following criteria:

(i) Training. As part of the start-up and implementation phase of the delivered Services, all users will be trained on the use of the Services through a combination of in-person and/or webinars and recorded training video sessions for all users not able to participate in the initial training sessions. Additional training provided beyond the start-up phase will be quoted and agreed to in writing.

(ii) Support. Dacra shall provide access to live support to a designated user of Municipality available via e-mail or phone during Dacra's normal business hours. The Dacra support team will be fluent in the functionality of the system.

(iii) Exclusions. Dacra updates the Service on an as needed basis from time-to-time to implement bug fixes, if any, and enhanced functionality to the existing Service such as additional reporting and enhanced user interface. Notwithstanding the forgoing, all provision and maintenance of hardware and software, including but not limited to laptop computers, desktop computers, printers, modems & routers and software to operate the hardware such as operating systems, and browsers [Google Chrome, Microsoft Edge, IOS] necessary to run the Service, are the sole cost and responsibility of Municipality.

K. Service Performance Guarantees.

(i) Availability Requirements. DacraTech shall make the Services Available, as measured over the course of each calendar month, during the Term (each such calendar month, a **"Service Period"),** at least 99.9% of the time, excluding only the time the Services are not Available solely, as a result of one or more the Exceptions stated in Section 11.2 **("Availability Requirement"). "Available"** means the Services are available and operable for access and use by Client and its Authorized Users over the internet in full conformity with the provisions of this Agreement. **"Availability"** has a correlative meaning. The Services are not considered Available in the event of any performance degradation or inoperability of the Services, in whole or in part.

(ii) Exceptions. No period of Services degradation or inoperability is included in calculating Availability to the extent that the degradation or inoperability is because of any of the following **("Exceptions"):**

a. Client's or any of its Authorized Users' misuse of the Services

b. Failure of Client's or its Authorized Users' internet connectivity.
c. Internet or other network traffic problems other than problems arising in or from networks actually or required to be provided or controlled by DacraTech.
d. Client's or any of its Authorized Users' failure to meet any minimum hardware or software requirements stated in the Specifications; or
e. Scheduled Downtime as described in Section (ii) below.

(iii) Scheduled Downtime. DacraTech shall notify Client at least twenty-four (24) hours in advance of all scheduled outages of the Services in whole or in part **("Scheduled Downtime").** All scheduled outages shall: (i) last no longer than 30 minutes; and (ii) be scheduled by agreement of the parties; provided that DacraTech may request Client's approval for extensions of Scheduled Downtime, which approval may not be unreasonably withheld or delayed.

L. Insurance Requirements

Dacra shall maintain during the entire term of the Contract, the following insurance coverages:

(i) Commercial General Liability: $1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. The general aggregate shall be $2,000,000 per project.

(ii) Professional Liability: $1,000,000 single limit for errors and omissions, professional / malpractice liability.

(iii) Worker's Compensation and Employers' Liability: As required by Illinois law.

(iv) Umbrella Liability: $1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage.

ADDITIONAL DES PLAINES TERMS AND CONDITIONS

M. **Confidential Information.** In the performance of this Agreement, Dacra may have access to or receive certain information in the possession of the Municipality that is not generally known to members of the public (***"Confidential Information"***). Confidential Information includes, without limitation, proprietary information, copyrighted material, personal or private data of every kin, financial information, health records and information, maps, and all other information of a personal nature. Dacra must not use or disclose any Confidential Information without the prior written consent of the Municipality. If Dacra has any doubt about the confidentiality of any information, then Dacra must seek a determination from the Municipality regarding the confidentiality of the information. Dacra and all of its personnel and subcontractors must make and apply all safeguards necessary to prevent the improper use or disclosure of any Confidential Information. At the expiration or termination of this Agreement, Dacra must promptly cease using, and must return or destroy (and certify in writing destruction of), all Confidential Information, including all copies, whether physical or in any other form, in its possession. Dacra may not transfer to, store in, or otherwise allow work product containing Confidential Information to be located in any location, whether physical or digital, not under the control of Dacra. If Dacra is required, by any government authority or court of competent jurisdiction, to disclose any Confidential information, Dacra must immediately give notice to the Municipality with the understanding that the Municipality will have the opportunity to contest the process by any means available to it prior to submission of any documents to a court or other third party. Dacra must cause all of its personnel and subcontractors to undertake and abide by the same obligations regarding Confidential Information as Dacra.

N. **Freedom of Information Act and Local Records Act**. Dacra acknowledges that this Agreement, all documents submitted to the Municipality related to this Agreement, and records in the possession of Dacra

related to this Agreement or the Services may be a matter of public record and may be subject to the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq*., and any other comparable state or federal laws now existing or adopted later (collectively, the ***"Disclosure Laws"***). In the event that the Municipality requests records from Dacra, Dacra shall promptly cooperate with the Municipality to enable the Municipality to meet all of its obligations under the applicable Disclosure Law. Dacra acknowledges and agrees that the determination as to whether information in the records is exempt from disclosure or should be released to the public will be made by the Municipality in its sole and absolute discretion.

O. **Injunctive Relief**. In the event of a breach or threatened breach of this Section 5, the Municipality may suffer irreparable injury not compensable by money damages and would not have an adequate remedy at law. Accordingly, Dacra agrees that the Municipality will be entitled to seek immediate injunctive relief to prevent or curtail any breach, threatened or actual. The rights provided under this Section 5.D are in addition and without prejudice to any rights that the Municipality may have in equity, by law or statute. Dacra will fully cooperate with the Municipality in identifying the scope of any improper use or dissemination of data protected by this Section 5 and will assist the Municipality in any notification efforts required by law.

P. Dacra warrants that the Services will be performed in accordance with the highest standards of professional practice, care, skill, and diligence practiced by recognized consulting firms or licensed and accredited professionals in performing services of a similar nature. This warranty is in addition to any other warranties expressed in this Agreement, or expressed or implied by law, which are reserved unto the Municipality. Any of the Services required by law or by this Agreement to be performed by licensed professionals will be performed by professionals licensed by the State of Illinois to practice in the applicable professional discipline.

Q. **Dacra's Ability to Perform.** represents that it is financially solvent, has the necessary financial resources, has sufficient experience and competence, and has the necessary capital, facilities, organization, and staff necessary to provide, perform, and complete the Services in accordance with this Agreement and in a manner consistent with the standards of professional practice by recognized consulting firms providing services of a similar nature.

R. **Authorization**. The execution, delivery and performance by Dacra of this Agreement has been duly authorized by all necessary corporate action, and does not and will not violate its organizational documents, as amended and supplemented, any of the applicable requirements of law, or constitute a breach of or default under, or require any consent under, any agreement, instrument, or document to which Dacra is now a party or by which Dacra is now or may become bound.

S. **Company Background**. The information disclosed by Dacra regarding its corporate structure, financial condition, expertise, and experience is true and correct. Dacra will promptly notify Municipality in writing of any material change to or about Dacra, including without limitation to change in ownership or control, and any change will be subject to Municipality approval which will not be unreasonably withheld.

T. **Conflict of Interest.** Dacra represents and certifies that, to the best of its knowledge: (1) no Municipality employee, official, or agent has an interest in the business of Dacra or this Agreement; (2) as of the date of this Agreement, neither Dacra nor any person employed or associated with Dacra has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither Dacra nor any person employed by or associated with Dacra will at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

U. No Collusion. Dacra represents and certifies that Dacra is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Dacra is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-

42.1-1 et seq. of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 et seq.; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 2012, 720 ILCS 5/33E-1 et seq. Dacra represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the Municipality prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it is found that Dacra has, in procuring this Agreement, colluded with any other person, firm, or corporation, then Dacra will be liable to the Municipality for all loss or damage that the Municipality may suffer, and this Agreement will, at the Municipality's option, be null and void.

V. Sexual Harassment Policy. Dacra certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A)(4).

W. No Default. Dacra is not in arrears to the Municipality under any debt or contract and is not in default as surety, contractor, or otherwise to any person, unless as disclosed the Municipality in writing.

X. No Legal Actions Preventing Performance. As of the Effective Date, Dacra has no knowledge of any action, suit, proceeding, claim or investigation pending or to its knowledge threatened against Dacra in any court, or by or before any federal, state, municipal, or governmental department, commission, board, bureau, agency, or instrumentality, domestic or foreign, or before any arbitrator of any kind, that, if adversely determined, would materially affect Dacra's ability to perform its obligation under this Agreement.

Y. Patriot Act Compliance. Dacra represents and warrants to the Municipality that neither Dacra nor any of its principals, shareholders, or other employees or officials (collectively "Personnel") is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. Dacra further represents and warrants that Dacra and its Personnel are not directly or indirectly engaged in or facilitating transactions related to this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. Dacra must, and will, defend, indemnify, and hold harmless the Municipality and its officials, officers, authorities, and all Municipality elected or appointed officials, officers, employees, agents, representatives, and attorneys from and against every claim, damage, loss, risk, liability, and expense (including attorneys' fees and costs) arising from or related to any breach of the representations and warranties in this Section 7.I.

Z. Indemnification. Dacra agrees to, and does hereby, hold harmless and indemnify the Municipality and all Municipality elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from any and all claims that may be asserted at any time against any of those parties in connection with this Agreement or Dacra's performance, or failure to perform, all or any part of the Services; provided, however, that this indemnity does not, and will not, apply to willful misconduct or gross negligence on the part of the Municipality.

AA. No Personal Liability. No elected or appointed official, or employee of the Municipality will be personally liable, in law or in contract, to Dacra as the result of the execution and performance of this Agreement.

EXHIBIT B

SERVICES REQUESTED BY MUNICIPALITY

The Dacra Services included in this Agreement, and which will be deployed to the Municipality with the functionality stated hereunder are as follows:

DACRA MUNICIPAL ENFORCEMENT SYSTEM FEATURES

Dacra Municipal Enforcement System Architecture and Security

- **Architecture/Hardware**
  - .NET stack with SQL back end separated from the front end via entity framework services
  - Web-based platform that works with modern hardware, with Chromium engine
  - JSON APIs available as well as numerous government and public safety software system integrations
  - For handheld ticketing, iPads preferred for efficient printing
  - Compatible with either 4" or 8 ½" Printers

- **Security**
  - Dacra is hosted in Azure Government Cloud, a restricted cloud dedicated to government services.
  - Criminal Justice Information Services (CJIS) compliant software
  - Two factor authentication (2FA) and Single Sign On (SSO) authentication capable
  - Department/personnel roles isolate secure data to authorized users
  - Extensive citation auditing features track changes to citations

Driver & Vehicle Owner Data Imports

- **LEADS Citation Auto-Population Integration**: Dacra can integrate with many CAD vendors to utilize your agency LEADS authorization and allow citation auto-population of driver and vehicle data from the Dacra LEADS queue.

Adjudication/Violation Hearing Module

- **Municipal Enforcement Citation Tools:** Create local ordinance administrative adjudication cases easily with features customized for the following:
  - *Parking Citations* – Multiple methods to efficiently manage parking citation issuance and adjudication
  - *Animal Citations* – Track animal specific information and ensure follow-up findings and order compliance
  - *Compliance Citations* – Department specific ordinance citations for police, building code, fire inspections, etc.
  - *Tow Citations* – Ensure administrative tow/impound hearings comply with local ordinance and state statutes
  - Per violation features include correspondence creation, digital evidence storage, and tracking
  - Custom per violation fines and fees

- **Hearing Management Tools:** Efficiently manage multi-department notices and hearings with features such as:
  - Multiple Hearing Locations and Times
  - Hearing Notices and Summons variable by issuing department
  - Comprehensive hearing check-in processing
  - Case-based Violations and Hearing Officer Tools for Case Review
  - Findings, Decisions, and Orders Issued with Custom Language
  - Final Determination Letters Issued with Custom Language
  - Batch Process for "Default No-Show" rulings
  - Batch Process management of notices

- **Fine Tracking and Payment Tools:** Dacra automatically monitors unpaid citations and escalates fines accordingly, while offering a variety of fine payment tools such as:
  - Complex Fine Structure Tracking
  - Partial Payment Capability
  - Daily Cashier Reporting

- **Data Reporting and Analysis:**
    - Robust library of pre-built reports prepared to help manage administrative processes and system analysis.
    - Extensive search capabilities provide complex, multi-rule data searches for comprehensive reporting/analysis.

Police e-Citation Module

- **State e-Citations:**
    - Issue and print statutorily compliant citations:
        - Electronic Uniform Traffic Citation
        - Electronic AOIC Overweight Citation
        - Electronic Civil Law Citation
        - Cook County "Y" Citation Format
        - Compliant with Administrative Office of Illinois Courts standards
    - Electronic Cook County Citation Transmittal

- **Municipal e-Citations:**
    - Issue and print local ordinance citations in the following categories:
        - *Parking Citations* – Multiple methods to speed parking citation issuance
        - *Animal Citations* – Track animal specific information and ensure follow-up findings and order compliance
        - *Compliance Citations* – Police specific ordinance citations with follow-up findings and order compliance
        - *Tow Citations* – Issue administrative tow seizure and hearing notices

- **Additional Citation Features:**
    - One click "companion" violations with case grouping features
    - Dacra's "3-Click Ticketing" issued via handheld devices
    - Agency defined, mandatory field completion reduces human error
    - Dacra's "Easy Search" statute and ordinance lookup functionality
    - Citation level digital evidence/record storage
    - Extensive citation data analytics with location/offender mapping capabilities

- **Traffic Stop Study (TSS) and Pedestrian Stop Study (PSS) Data Collection**:
    - Easily collect required traffic stop data to reduce entry time and generate reports for uploading.
    - Generate a pedestrian stop receipts as required by the state of Illinois.

- **Violator History**:
    - Citation and warning history summary displayed to issuing officer.

- **Officer Docs:**
    - Create and print single-use documents needed for the police patrol environment.
    - Stored in the digital evidence module when created in conjunction with a citation.

Towed/Abandoned Vehicle Management Module

- **Abandoned Vehicle Management:**
    - Identify abandoned vehicles and create case
    - Issue required notices and follow-up reports
    - Prevents duplicate reports from being issued
    - Follow-up abandoned vehicle tracking report

- **Towed Vehicle Management:**
    - **Police Tow and Impound Inventory Management**: Creates and processes tow receipts, vehicle search record, concerned party notices, tow yard inventory audit logs, and Certificates of Purchase management.
    - **Administrative Tow Citation Integration:** Dacra unifies tow inventory and violation data from initial seizure/administrative tow issuance, through holds, bond payments, and hearings, ensuring violator due process while reducing department risk.

- **Tow Holds:** A variety of tow "holds" can be applied to a vehicle, restricting the release of that vehicle until the investigative, insurance, DUI and other such holds are removed.

- **Boot/Scofflaw Management Program:**
  - Issue "Boot Eligible" notices per local ordinance
  - Bypass rules to add associated vehicles to boot list
  - Track "Boot Ready" parking scofflaws via "Boot Lists by Plate" and "Boot Lists By Vin"
  - Integrations available with certain ALPR and Boot vendors

Community Caretaking Module

- **Crime Prevention Notices:**
  - Issue Crime Prevention Notices to communicate areas of concern to residents.
  - Search tools for tracking prior notices issued

- **Community Caretaking Notices:**
  - Customize notices to provide and refer citizens to community support
  - Case tracking/journal entry features for individuals with non-enforcement contact

3rd Party Integrations

- **API/Interface Set-Up and Configuration:** Dacra custom integrations will provide omni-directional or bi-directional interfaces to 3rd party vendors to increase the efficiency of the System. The functionality is defined hereunder with associated pricing defined in **Exhibit C**.

- **Dacra to New World Logos Integration** – The Dacra integration with New World Logos will push certain citation data to New World Logos for the purpose of taking payments on active citations. The integration will also pull payment information daily from Logos New World to Dacra to update citation and docket status.

- The City of Des Plaines is responsible for establishing an active VPN between Dacra and Des Plaines, setting up SQL Linked servers, and fully testing the integration.

EXHIBIT C
FEES PAID BY MUNICIPALITY

In exchange for the use of the Dacra Services included in **Exhibit B**, Municipality will pay Fees including a Monthly Service Fee, and applicable Integration Fee(s) hereunder as follows:

A. Monthly Service Fee: The Municipality will be billed the following Monthly Service Fee for the **Adjudication, Police e-Citation, Tow Abandoned Vehicle Management, Community Caretaking Modules**:

Annual Term	Monthly Service Fee
- Year 1: July 1, 2026 – June 30, 2027	$3,500
- Year 2: July 1, 2027 – June 30, 2028	$3,500
- Year 3: July 1, 2028 – June 30, 2029	$3,500

B. Integration Fee(s): In exchange for development, configuration, and maintenance of the custom APIs and interfaces defined in **Exhibit B,** the Municipality will be billed upon go-live of the interface, with annual maintenance billed in conjunction with the next agreement execution anniversary:

Additional Fee Description	Monthly Fee
Dacra's standard Central Square interface to transfer driver/vehicle data	Waived
Finance/ERP Interfaces with Logos	Waived

Information Technology Department
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5300
desplainesil.gov

MEMORANDUM

Date: June 12, 2026

To: Dorothy Wisniewski, City Manager

From: Jarek Wojtaniec, Director of Information Technology JW

Subject: 2026 Tyler Technology SaaS Enterprise Permitting & Licensing (EPL) Renewal

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Issue: The 2026 budget includes funding for the City's Enterprise Permitting & Licensing (EPL), maintenance agreement renewal with Tyler Technologies, Inc. for one year February 01, 2026 - January 31, 2027.

Analysis: Tyler Technology Enterprise Permitting & Licensing (EPL) is an integrated system that manages the City's main functions including planning, permitting, inspections, code enforcement, and compliance and is a critical resource for maintaining the City's core functions.

Recommendation: I recommend approval of the 2026 contract expenditure of the EPL Maintenance Renewal with Tyler Technologies, Inc. 840 West Long Lake Rd., Troy, MI 48098 in the amount of $117,897.00. This contract will be funded from the budgeted IT R&M Software Account (100-20-230-0000-6300).

Attachments:
Attachment 1 - Invoice
Resolution - R-157-26

tyler technologies

Remittance:
Tyler Technologies, Inc.
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
025-542085	01/30/2026	1 of 1

Questions:
Tyler Technologies - Local Government
Phone: 1-800-772-2260 Press 2, then 2
Email: ar@tylertech.com

Bill To: CITY OF DES PLAINES
1420 MINER STREET
DES PLAINES, IL 60016-4484

Ship To: CITY OF DES PLAINES
1420 MINER STREET
DES PLAINES, IL 60016-4484

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
49910 - MAIN - MAIN	217480	2023-417042-B3P5S2	USD	NET45	03/16/2026

Description	Extended Price
Tyler SaaS - Enterprise Permitting & Licensing - Year 1 - 02/01/2026 - 01/31/2027	117,897.00

Milestone Details

Description:	Contract Amount:	Amount Invoiced:
Enterprise Permitting & Licensing User - Subscription (35 Users)	241,500.00	80,500.00
Enterprise Permitting & Licensing Foundation -Subscription	57,000.00	19,000.00
Business Management Suite - Subscription	25,500.00	8,500.00
Business Management Insights - included with BM Suite - Subscription	7,500.00	2,500.00
Community Development Suite - Subscription	25,500.00	8,500.00
Community Development Insights - included with CD Suite - Subscription	7,500.00	2,500.00
eReviews - Subscription	45,000.00	15,000.00
Cashiering - Subscription	54,846.00	18,282.00
Less Discount	(110,655.00)	(36,885.00)

RECEIVED
CITY OF DES PLAINES
FEB 03 2026
ACCOUNTS PAYABLE

****ATTENTION****
Order your checks and forms from Tyler Business Forms at 877-749-2090 or tylerbusinessforms.com to guarantee 100% compliance with your software.

Subtotal	117,897.00
Sales Tax	$0.00
Invoice Total	117,897.00

CITY OF DES PLAINES

RESOLUTION R - 157 - 26

A RESOLUTION AUTHORIZING THE RENEWAL OF AN AGREEMENT WITH TYLER TECHNOLOGIES, INC. FOR SOFTWARE LICENSES AND MAINTENANCE SERVICES.

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the City to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, on August 18, 2025, the City Council approved Resolution No. R-167-25, approving an agreement (***"Agreement"***) between the City and Tyler Technologies, Inc. (***"Vendor"***) for: (i) the migration of the City's Enterprise Permitting & Licensing (EPL) and associated data to a cloud-based environment (***"Software"***); and (ii) the professional services necessary for migration, implementation, management, and support services for the Software (***"Services"***); and

WHEREAS, on February 1, 2026, the Agreement automatically renewed for a one-year term ending January 31, 2027, for an annual cost of $117,897.00; and

WHEREAS, the City has appropriated funds for use by the Information Technology Department during the 2026 fiscal year for the procurement of the Software and Services pursuant to the Agreement; and

WHEREAS, the City desires to make expenditures in the not-to-exceed amount of $117,897.00 during the 2026 fiscal year for the continued procurement of the Software and the Services from Vendor under the Agreement; and

WHEREAS, the City Council has determined that it is in the best interest of the City to authorize the expenditure of the not-to-exceed amount of $117,897.00 during the 2026 fiscal year for the continued procurement of the Software and the Services from the Vendor under the Agreement;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the City Council.

SECTION 2: AUTHORIZATION OF EXPENDITURE. The City Council authorizes the expenditure of the not-to-exceed amount of $117,897.00 during the 2026 fiscal year for the procurement of the Software and the Services from the Vendor under the Agreement.

SECTION 3: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law.

[SIGNATURE PAGE FOLLOWS]

PASSED this___day of_____, 2026.

APPROVED this___day of_____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____

MAYOR

ATTEST:

_____

CITY CLERK

Approved as to form:

_____

Peter M. Friedman, General Counsel

DP-Resolution Approving Expenditure of Funds Under Agreement with Tyler Technologies 2026

DES PLAINES
ILLINOIS

POLICE DEPARTMENT
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5400
desplainesil.gov

MEMORANDUM

Date: June 16, 2026

To: Dorothy Wisniewski, City Manager

From: Sean P. Flanagan, Deputy Chief of Police

Subject: Night Vision for T.R.T. Marksmen

Issue: The Tactical Response Team (TRT) is a specialized unit within the Des Plaines Police Department, that is trained to deal with more dangerous enforcement operations. They are also commonly used to provide security at special events, providing a quick reaction force and marksmen overwatch. Within the Tactical Response Team is a 5-man marksman team, that specializes in long range observation, intelligence gathering, and overwatch. Currently the marksmen have no organic night vision capable of long-range, low light observations.

Analysis: Several options were considered to eliminate this gap in TRT's capabilities. Members of TRT are issued SU-250 Night vision Monocular. These are helmet mounted with a limited range of about 150 yards. During special events, it is not uncommon for marksmen to be assigned overwatch of well over 500 yards, thus making the helmet mounted night vision obsolete. Also, a helmet mounted system does not work in conjunction with existing optics, thus making range and wind adjustments impossible to perform. The AN/PVS-27 MUNS is a weapon mounted system, which works in conjunction with existing optics and makes it possible to spot human size objects at 800 yards.

We received three quotes for the procurement of two units. GPNVGs quoted us $26,098.00, Botach quoted us $27,597.00, and Procyon Industries Quoted us $26,200.00

Recommendation: I recommend that the City Council authorize the use of Asset forfeiture funds in an amount not to exceed $26,098.00 for Des Plaine's TRT to purchase two AN/PVS-27 MUNS Night Vision Devices from GPNVGs of 1250 W. Foxwood Drive, Raymore, MO 64083. This expense will be paid with asset forfeiture monies, at no cost to the city.

Attachments:
Attachment 1- Quote from GPNVGs
Attachment 2 -Quote from Botach
Attachment 3 – Quote from Procyon Industries
Resolution R – 158 - 26

Q1

GPNVGs

1250 W Foxwood Dr
Raymore, MO 64083-8300
+16605259509
sales@gpnvgs.com

Quote

ADDRESS
Des Plaines Police Department
1420 Miner St.
Des Plaine, IL 60016

SHIP TO
Des Plaines Police Department
1420 Miner St.
Des Plaine, IL 60016

QUOTE	1136
DATE	05/26/2026
EXPIRATION DATE	08/26/2026

LEAD TIME
14-21 days from PO

DATE	ITEM	DESCRIPTION	QTY	COST	AMOUNT
	AN/PVS-27 MUNS		2	12,999.00	25,998.00

ACH FEE IS 1%
CC FEE IS 3%

Wire Instructions

Bank Name: Chase Bank
Bank Routing# 021000021
Account Number: 925270990
Beneficiary's Name- G&P Armory LLC
Beneficiary's Address- 1300 Lawndale Avenue, Pleasant Hill, MO 64080

SUBTOTAL	25,998.00
TAX	0.00
SHIPPING	100.00
TOTAL	**$26,098.00**

Accepted By

Accepted Date

BOTACH

4775 West Harmon Avenue
Las Vegas, NV 89103 USA

Quote

Q2

Quote	Q52560
Date	6/11/2026
Customer ID	9677

4775 W HARMON AVE
LAS VEGAS, NV 89103-5215
US

Tel 1 (786) 282-8680
Fax 1 (323) 545-6551
E-mail chushim@botach.com

Bill To:

City of Des Plaines
Matt Cerasa
1420 Miner Street
DES PLAINES, IL, 60016

Ship To:

City of Des Plaines
Matt Cerasa
1420 Miner Street
DES PLAINES, IL, 60016

Phone: 847.391.5401

Terms	Rep	Shipping Method
Due on receipt	samy@botach.com	

Qty	Item Number	Contract Number	Item Description	Unit Price	Ext. Price
2	L3 IIT 2300 min FOM	47QSHA19D003Y	L3 IIT 2300 min FOM PVS27	$13749.00	$27,498.00

Subtotal	$27,498.00
Sales Tax	$0.00
Freight	$99.00
Convenience Fee	$0.00
Total	$27,597.00

BOTACH INC.
DUNS: 965068661
CAGE Code: 1JFW6

Phone #	Fax #	E-mail	Web Site
1 (786) 282-8680	1 (323) 545-6551	chushim@botach.com	http://www.botach.com/

BOTACH

4775 West Harmon Avenue
Las Vegas, NV 89103 USA

Quote

Q2

Quote	Q52559
Date	6/11/2026
Customer ID	9677

4775 W HARMON AVE
LAS VEGAS, NV 89103-5215
US

Tel 1 (786) 282-8680
Fax 1 (323) 545-6551
E-mail chushim@botach.com

Bill To:

City of Des Plaines
Matt Cerasa
1420 Miner Street
DES PLAINES, IL, 60016

Ship To:

City of Des Plaines
Matt Cerasa
1420 Miner Street
DES PLAINES, IL, 60016

Phone: 847.391.5401

Terms	Rep	Shipping Method
Due on receipt	samy@botach.com	

Qty	Item Number	Contract Number	Item Description	Unit Price	Ext. Price
2	Elbit IIT WP	47QSHA19D003Y	Elbit IIT WP PVS27	$13398.00	$26,796.00

Subtotal	$26,796.00
Sales Tax	$0.00
Freight	$99.00
Convenience Fee	$0.00
Total	$26,895.00

BOTACH INC.
DUNS: 965068661
CAGE Code: 1JFW6

Phone #	Fax #	E-mail	Web Site
1 (786) 282-8680	1 (323) 545-6551	chushim@botach.com	http://www.botach.com/

Q 3

Fredericksburg, VA, 22407

(262) 206-3347

PROCYON INDUSTRIES

SETTING THE STANDARD ONE NIGHT AT A TIME

Quote

Invoice for	Payable To	Quote #	Terms
Des Plains Police Department	PROCYON INDUSTRIES	2406	Due on Award
Attn: Matthew Cerassa 1420 Miner Street Des Plaines, IL 60016	Attn. Zack Klabunde Fredericksburg VA 22407		
MCerasa@DesPlainesIL.Gov	Zack@procyonnv.com	**Expiration Date** 10/01/2026	

Description	Qty	Unit price	Special Pricing	Total price
AN/PVS-27 White Phosphor	2	$13,999.00	$13,100.00	$26,200.00

Notes:

5 Year Warranty on Devices

Subtotal	**$27,998.00**	Subtotal **$26,200.00**
Tax	**$0.00**	Tax **$0.00**
Lead Time	30 Days	Lead Time 30 Days
Shipping	$0.00	Shipping $0.00
	~~$27,998.00~~	**$26,200.00**

CITY OF DES PLAINES

RESOLUTION R - 158 - 26

A RESOLUTION AUTHORIZING THE PROCUREMENT OF NIGHT VISION SCOPES FOR THE POLICE DEPARTMENT'S TACTICAL RESPONSE TEAM FROM G&P ARMORY, LLC d/b/a GPNVGs.

WHEREAS, the City is a home rule municipal corporation pursuant to Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the City of Des Plaines ("***City***") to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, the City's Fiscal Year 2026 Budget allocates funds for the procurement of night vision weapons scopes ("***Equipment***") for use by the Des Plaines Police Department's Tactical Response Team ("***TRT***"); and

WHEREAS, the City requested quotes from three vendors and determined that the AN/PVS-27 MUNS offered by G&P Armory LLC, a Missouri limited liability company d/b/a GPNVGs ("***Vendor***") best suited the City's needs and offered the lowest price; and

WHEREAS, the Asset Forfeiture fund provides sufficient funds for the procurement of the Equipment from the Vendor; and

WHEREAS, based on these factors, City recommends that the City Council authorize the procurement of the Equipment from the Vendor in the not-to-exceed amount of $26,098.00; and

WHEREAS, the City Council has considered this procurement and determined that it is in the best interests of the City and the public to approve this expenditure.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the City Council.

SECTION2: APPROVAL OF PROCUREMENT. The procurement of the Equipment from the Vendor is approved in the not-to-exceed amount of $26,098.00.

SECTION 3: AUTHORIZATION. The City Manager is authorized and directed to execute such documents and make such payments as are necessary to complete procurement of Equipment from the Vendor.

SECTION 4: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law in the manner provided by law.

PASSED this _____ day of _____, 2026.

APPROVED this _____ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____
CITY MANAGER

ATTEST:

_____
CITY CLERK

Approved as to form:

_____
Peter M. Friedman, General Counsel

DES PLAINES
ILLINOIS

PUBLIC WORKS AND ENGINEERING DEPARTMENT
1111 Joseph J. Schwab Road
Des Plaines, IL 60016
P: 847-391-5464
desplainesil.gov

MEMORANDUM

Date: June 25, 2026

To: Dorothy Wisniewski, City Manager

From: David Schilf, Superintendent

Cc: Timothy Watkins, Director of Public Works and Engineering
Tom Bueser, Assistant Director of Public Works

Subject: Berger Excavating Contractors, Task Order #15 Emergency Watermain Repairs – Algonquin and Deane

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Issue: The City experienced a water main break on the distribution system 24-inch transmission line located at Algonquin Road under the Canadian National Railroad. Immediate repairs were required to isolate the break, reduce water loss, and ensure integrity of the railroad track system.

Analysis: Due to the magnitude and expediency needed for the repairs, Berger Excavating was utilized to assist with the necessary repairs for the shutdown. The work consisted of the excavation and installation of two temporary 24-inch valves to achieve this task. Additionally, due to the scope of the shutdown, Public Works received numerous calls on Center Street for limited water flow. After investigation, it was determined that several houses had lead/galvanized service lines that became blocked. Berger Excavating installed 5 new service lines for the affected houses on Center Street.

Berger Excavating Contractors has a master contract, positive existing relationship with the City, and has performed these types of services in the past without any issues. The contractor has previously assisted with emergency water system repairs on a force account basis pursuant to Illinois Department of Transportation standards. Berger Excavating has submitted Task Order #15 detailing reimbursement for the transmission line valve installations and water service line replacements in the amount of $231,345.70.

Recommendation: We recommend approval of Task Order #15 with Berger Excavating Contractors, 1205 N. Garland Road, Wauconda, Illinois, 60084, in the amount of $231,345.70. The source of funding will be the Water Fund.

Attachments:
Resolution R-159-26
Exhibit A – Task Order #15

CITY OF DES PLAINES

RESOLUTION R - 159 - 26

A RESOLUTION RATIFYING THE EXPENDITURE OF FUNDS FOR EMERGENCY WATER DISTRIBUTION SYSTEM REPAIR SERVICES AND APPROVING TASK ORDER NO. 15 WITH BERGER EXCAVATING CONTRACTORS, INC.

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the City to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, on November 6, 2023, the City Council approved Resolution R-202-23, which authorized the City to enter into a master contract (***"Master Contract"***) with Berger Excavating Contractors, Inc. (***"Contractor"***) to perform certain construction and underground utility services for the City as such services are needed over time; and

WHEREAS, on May 30, 2026, the City determined that a water main break had occurred on the distribution system 24" transmission line located at Algonquin Road under the Canadian National Railroad; and

WHEREAS, the damaged water main required immediate repairs to ensure the City's water distribution system continued to work properly and preserve the integrity of the CN railroad track; and

WHEREAS, given the urgent nature of the situation, the City determined it was necessary to engage an outside contractor to assist Public Works crews with the work (***"Emergency Repair Services"***); and

WHEREAS, given the City's positive existing relationship with the Contractor, and the Contractor's knowledge of the City's water and sewer systems, Public Works and Engineering staff requested that Contractor perform the Emergency Repair Services; and

WHEREAS, City staff now recommends that the City Council ratify Task Order No. 15 under the Master Contract with Contractor for the procurement of the Additional Repair Services in the not-to-exceed amount of $231,345.70 (***"Task Order No. 15"***); and

WHEREAS, Section 7.5E.3 the City's Purchasing Policy authorizes the City Manager to enter into emergency contracts without competitive bidding to resolve emergencies affecting the public health and safety, provided that the City Manager presents the emergency contracts to the City Council, along with a full report of the circumstances of the emergency; and

WHEREAS, the City had sufficient funds in the Water Fund for the procurement of the Emergency Repair Services from Contractor; and

WHEREAS, the City Council has determined that it is in the best interest of the City to ratify the expenditure of funds for the Emergency Repair Services and enter into and Task Order No. 15 with Contractor;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the City Council.

SECTION 2: RATIFICATION OF EXPENDITURE AND APPROVAL OF TASK ORDER NO. 15. The City Council hereby ratifies the expenditure of funds for the Emergency Repair Services and approves Task Order No. 15 in substantially the form attached to this Resolution as **Exhibit A**, and in a final form to be approved by the General Counsel.

SECTION 3: AUTHORIZATION TO EXECUTE TASK ORDER NO. 15. The City Council hereby authorizes and directs the City Manager and the City Clerk to execute and seal, on behalf of the City, final Task Order No. 15.

SECTION 4: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law.

PASSED this ____ day of _____, 2026.

APPROVED this _____ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____
MAYOR

ATTEST:

_____
CITY CLERK

Approved as to form:

_____
Peter M. Friedman, General Counsel

ATTACHMENT A

TASK ORDER NO. 15

In accordance with Section 1.2 of the Master Contract dated November 6, 2023 between the City of Des Plaines (the "*City*") and BERGER EXCAVATING CONTRACTORS, INC. ("*Contractor*"), the Parties agree to the following Task Order Number 15:

[Check applicable boxes and insert required information.]

1. Project:

Due to a watermain break on our 24" watermain under the Canadian National Railroad the City had to do an emergency shutdown with the installation of two temporary valves.

2. Work Site:

24" Watermain under the railroad tracks on Algonquin and Deane

3. Permits, Licenses, Approvals, and Authorizations:

Contractor must obtain all required governmental permits, licenses, approvals, and authorizations, except:

☐ **[Identify permits, licenses, and approvals obtained, or to be obtained, by Owner]**

_____

_____

_____

☐ No Exceptions

4. Commencement Date:

☐ the date of execution of the Contract by Owner.

☐ _____ days after execution of the Contract by Owner.

☒ June 3, 2026

5. Completion Date:

☐ _____ days after the Commencement Date plus extensions, if any, authorized by a Change Order issued pursuant to Subsection 2.2A of the Contract

☒ December 31, 2026 plus extensions, if any, authorized by a Change Order issued pursuant to Subsection 2.2A of the Contract

6. Insurance Coverage:

A. Worker's Compensation and Employer's Liability with limits not less than:

(1) Worker's Compensation: Statutory;

(2) Employer's Liability: $1,000,000 injury-per occurrence; $1,000,000 disease-per employee; $1,000,000 disease-policy limit

Such insurance must evidence that coverage applies in the State of Illinois.

B. Comprehensive Motor Vehicle Liability with a combined single limit of liability for bodily injury and property damage of not less than $2,000,000 for vehicles owned, non-owned, or rented.

All employees must be included as insureds.

C. Comprehensive General Liability with coverage written on an "occurrence" basis and with limits no less than:

(1) General Aggregate: $5,000,000. See Subsection F below regarding use of umbrella overage.

(2) Bodily Injury: $2,000,000 per person; $2,000,000 per occurrence

(3) Property Damage: $2,000,000 per occurrence and $5,000,000 aggregate.

Coverage must include:

- Premises / Operations
- Products / Completed Operations (to be maintained for two years after Final Payment)
- Independent Contractors
- Personal Injury (with Employment Exclusion deleted)
- Broad Form Property Damage Endorsement

- Blanket Contractual Liability (must expressly cover the indemnity provisions of the Contract)
- Bodily Injury and Property Damage

"X", "C", and "U" exclusions must be deleted.

Railroad exclusions must be deleted if Work Site is within 50 feet of any railroad track.

All employees must be included as insured.

☐ D. Builders Risk Insurance. This insurance must be written in completed value form, must protect Contractor and Owner against "all risks" of direct physical loss to buildings, structures, equipment, and materials to be used in providing, performing, and completing the Work, including without limitation fire extended coverage, vandalism and malicious mischief, sprinkler leakage, flood, earth movement and collapse, and must be designed for the circumstances that may affect the Work.

This insurance must be written with limits not less than the insurable value of the Work at completion. The insurable value must include the aggregate value of Owner-furnished equipment and materials to be constructed or installed by Contractor.

This insurance must include coverage while equipment or materials are in warehouses, during installation, during testing, and after the Work is completed, but prior to Final Payment. This insurance must include coverage while Owner is occupying all or any part of the Work prior to Final Payment without the need for the insurance company's consent.

☐ E. Owner's and Contractor's Protective Liability Insurance. Contractor, at its sole cost and expense, must purchase this Insurance in the name of Owner with a combined single limit for bodily injury and property damage of not less than $1,000,000.

F. Umbrella Policy. The required coverage may be in the form of an umbrella policy above $2,000,000 primary coverage. All umbrella policies must provide excess coverage over underlying insurance on a following-form basis so that, when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover that loss.

☐ G. Deductible. Each policy must have a deductible or self-insured retention of not more than $_____.

☐ H. Owner as Additional Insured. Owner must be named as an Additional Insured on the following policies:

_____

_____

The Additional Insured endorsement must identify Owner as follows:

The City of Des Plaines and its boards, commissions, committees, authorities, employees, agencies, officers, voluntary associations, and other units operating under the jurisdiction and within the appointment of its budget.

☐ I. Other Parties as Additional Insureds. In addition to Owner, the following parties must be named as additional insured on the following policies:

Additional Insured	Policy or Policies
_____	_____
_____	_____
_____	_____

7. Contract Price:

SCHEDULE OF PRICES

☐ A. LUMP SUM CONTRACT

For providing, performing, and completing all Work, the total Contract Price of (*write in numbers only*):

$ _____

☒ All Work will be paid on a force account basis, using the terms of Section 109.04(b) of the IDOT Standard Specifications For Road And Bridge Construction 2012, without limitation to "extra work." Contractor shall be paid in installments (see below). Contractor must submit Pay Requests including itemized statements of the cost of the Work, accompanied and supported by statements and invoices for all

labor, materials, transportation charges and other items of the Work, using standard Illinois Department of Transportation schedules and report forms.

For providing, performing, and completing all Work, the total Contract Price of (*write in numbers only*):

$231,345.70

☐ B. UNIT PRICE CONTRACT

NOTE: If Owner has provided a separate form Schedule of Pricing attached to this Attachment A, then that Schedule of Prices will be used and this Subsection B should not be used. If Owner has not provided a separate form Schedule of Prices, then this Subsection B should be used.

For providing, performing, and completing all Work, the sum of the products resulting from multiplying the number of acceptable units of Unit Price Items listed below incorporated in the Work by the Unit Price set forth below for such Unit Price Item:

COMPLETE TABLE AS INDICATED

	Unit Price Item	Unit	Approximate Number of Units	Price Per Unit	Extension
1				$_____	$_____
2				$_____	$_____
3				$_____	$_____

TOTAL CONTRACT PRICE (*write in numbers only*):

$ _____

☐ C. COMBINED LUMP SUM/UNIT PRICE CONTRACT

(1) For providing, performing, and completing all Work related to ***[describe lump sum work]***, the total sum of (*write in numbers only*):

$ _____

(2) For providing, performing, and completing all Work related to ***[describe unit price work]***, the sum of the products resulting from multiplying the number of acceptable units of Unit Price Items listed below incorporated in the Work by the Unit Price set forth below for such Unit Price Item:

COMPLETE TABLE AS INDICATED

	Unit Price Item	Unit	Approximate Number of Units	Price Per Unit	Extension
1				$_____	$_____
2				$_____	$_____
3				$_____	$_____

TOTAL CONTRACT PRICE, being the sum of (1) plus the extension of (2) (*write in numbers only*):

$ _____

D. Any items of Work not specifically listed or referred to in the Schedule of Prices, or not specifically included for payment under any Unit Price Item, shall be deemed incidental to the Contract Price, shall not be measured for payment, and shall not be paid for separately except as incidental to the Contract Price, including without limitation extraordinary equipment repair, the cost of transportation, packing, cartage, and containers, the cost of preparing schedules and submittals, the cost or rental of small tools or buildings, the cost of utilities and sanitary conveniences, and any portion of the time of Bidder, its superintendents, or its office and engineering staff.

8. Progress Payments:

A. General. Owner must pay to Contractor 90 percent of the Value of Work, determined in the manner set forth below, installed and complete in place up to the day before the Pay Request, less the aggregate of all previous Progress Payments. The total amount of Progress Payments made prior to Final Acceptance by Owner may not exceed 90 percent of the Contract Price.

B. Value of Work. The Value of the Work will be determined as follows:

(1) Lump Sum Items. For all Work to be paid on a lump sum basis, Contractor must, not later than 10 days after execution of the Contract and before submitting its first Pay Request, submit to Owner a schedule showing the value of each component part of such Work in form and with substantiating

data acceptable to Owner ("Breakdown Schedule"). The sum of the items listed in the Breakdown Schedule must equal the amount or amounts set forth in the Schedule of Prices for Lump Sum Work. An unbalanced Breakdown Schedule providing for overpayment of Contractor on component parts of the Work to be performed first will not be accepted. The Breakdown Schedule must be revised and resubmitted until acceptable to Owner. No payment may be made for any lump sum item until Contractor has submitted, and Owner has approved, an acceptable Breakdown Schedule.

Owner may require that the approved Breakdown Schedule be revised based on developments occurring during the provision and performance of the Work. If Contractor fails to submit a revised Breakdown Schedule that is acceptable to Owner, Owner will have the right either to suspend Progress and Final Payments for Lump Sum Work or to make such Payments based on Owner's determination of the value of the Work completed.

(2) Unit Price Items. For all Work to be paid on a unit price basis, the value of such Work will be determined by Owner on the basis of the actual number of acceptable units of Unit Price Items installed and complete in place, multiplied by the applicable Unit Price set forth in the Schedule of Prices. The actual number of acceptable units installed and complete in place will be measured on the basis described in Attachment B to the Contract or, in the absence of such description, on the basis determined by Owner. The number of units of Unit Price Items stated in the Schedule of Prices are Owner's estimate only and may not be used in establishing the Progress or Final Payments due Contractor. The Contract Price will be adjusted to reflect the actual number of acceptable units of Unit Price Items installed and complete in place upon Final Acceptance.

C. Application of Payments. All Progress and Final Payments made by Owner to Contractor will be applied to the payment or reimbursement of the costs with respect to which they were paid and will not be applied to or used for any pre-existing or unrelated debt between Contractor and Owner or between Contractor and any third party.

9. Per Diem Administrative Charge:

☐ $ _____

☒ No Charge

10. Standard Specifications:

The Contract includes the following Illinois Department of Transportation standard specifications, each of which are incorporated into the Contract by reference:

[X] "State of Illinois Standard Specifications for Road and Bridge Construction" (SSRB)

[X] "Standard Specifications for Water and Sewer Main Construction in Illinois" (SSWS)

[X] "Illinois Manual on Uniform Traffic Control Devices for Streets and Highways" (MUTCD).

The Contract also includes Owner's City Code and Building Codes.

References to any of these manuals, codes, and specifications means the latest editions effective on the date of the bid opening.

See Attachment D for any special project requirements.

CITY	**CONTRACTOR**
_____	Berger Contractors, Inc.
Signature Director of Public Works And Engineering	Signature Julie Chamberlin Name (printed or typed)
_____, 20____ Date	6/16, 2026 Date

If compensation is greater than $5,000, then the City Manager's signature is required.

_____
Signature
City Manager

_____, 20____
Date

If compensation is greater than $25,000, then the City Council must approve the Task Order in advance and the City Manager's signature is required.

_____
Signature
City Manager

_____, 20____
Date

DES PLAINES
ILLINOIS

PUBLIC WORKS AND ENGINEERING DEPARTMENT
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5390
desplainesil.gov

MEMORANDUM

Date: June 25, 2026

To: Dorothy Wisniewski, City Manager

From: Becka Shipp, PE, Assistant Director of Engineering

Cc: Timothy Watkins, Director of Public Works and Engineering

Subject: Lee Street at Forest Avenue – Traffic Signalization Project (14-00220-00-TL)
Phase III Construction – Increase in Construction Costs

Issue: The Lee Street-Forest Avenue Traffic Signal project has been finalized by the Illinois Department of Transportation. The final project cost exceeded the original estimate due to utility and construction conflicts resulting in an increase to the City's local cost participation.

Analysis: The City entered into agreement with IDOT to construct a new traffic signal at the intersection of Lee Street and Forest Avenue on April 1, 2019 under Resolution R-67-19. The estimated cost for the construction portion of the project was $2,300,000 with the City's local match being $460,000.

During construction, utility and other conflicts required changes that increased the final project cost to $2,617,801.44. The City previously secured $2,019,547 in Federal Surface Transportation Program funding, resulting in a final local share of $598,254.44.

As a result, the City's local cost participation increased by $138,254.44 above the originally estimated local share.

Recommendation: We recommend appropriating additional funds necessary for the added construction costs of the project in the amount of $138,254.44. Source of funding would be Capital Projects Funds.

Attachments:
Attachment 1 – Explanation of Charges and Final Pay Estimate
Attachment 2 – Local Agency Agreement, Resolution and Addendum
Resolution R-160-26

PO. 2021-193

Illinois Department of Transportation

Invoice

5/12/26 ✓

Wagner 103

City of Des Plaines
City Clerk
1420 Miner St.
Des Plaines, IL 60016

INVOICE NO. **127555**
RESP. CODE 9040
INVOICE DATE 05/01/2026
REVENUE CODE 6305
COBJ NUMBER 3770000004374
DOC NUMBER

EXPLANATION OF CHARGES — **PAY FROM THIS INVOICE**

LOCATION:	US 12/US 45
LOCAL SECTION:	
ROUTE:	FAP 330
SECTION:	14-00220-00-TL
COUNTY :	Cook
JOB NO. :	C-91-008-16
PROJECT NO.:	LLB6-445
CONTRACT NO.:	61E86
DISTRICT:	1

The Agreement executed 3/11/2020 between City of Des Plaines, and the State of Illinois provides that the city will reimburse the State for part of the construction costs.

FINAL CITY SHARE:

		AMOUNT
ZS30L01		$2,617,801.44
LESS FEDERAL SHARE @ 80% NTE $2,019,547		($2,019,547.00) ✓
LOCAL AGENCY SHARE	$598,254.44	
LESS PREVIOUS PAYMENT(S)		($433,680.05)
Payment Due Date 05/15/2026	**TOTAL DUE**	$164,574.39

PO amount is for $460K → puts us over

PLEASE MAKE CHECK PAYABLE TO TREASURER, STATE OF ILLINOIS

MAIL TO: Illinois Department of Transportation
Room 322, Harry R. Hanley Building
2300 So. Dirksen Parkway
Springfield, IL 62764

INQUIRIES CONTACT: Local Agency-Agreement Analyst at 217/524-6531.

BCMS2257:BCMR057
04/06/26 12:40:54

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION
CONTRACTOR INVOICE

DOC ID: 0000 000000000

DOT VENDOR: C03920

CONTRACT NBR: 61E86
FROM DATE: 12/07/22
TO DATE: 02/26/25
STATE JOB: C-91-008-16
DIST/CNTY: 01 031-COOK

ROUTE: FAP 330
SECTION: 14-00220-00-TL
PROJECT: LLB6-445 / /

PAYEE:
BERGER EXCAVATING CONTR INC
DBA BERGER CONTRACTORS, INC
1205 GARLAND RD
WAUCONDA IL 60084

CONTR:
BERGER EXCAVATING CONTR INC
DBA BERGER CONTRACTORS, INC
1205 GARLAND RD
WAUCONDA IL 60084

PERCENT COMPLETED 100.00 % NET CHANGE TO DATE 3.70 % LOCAL AGENCY PART

FAS-ID	CONTRACT AWARDED AMT	ADDITIONS	DEDUCTIONS	TOTAL ADJUSTED CONTRACT VALUE	TOTAL AMOUNT DUE TO DATE
Z230L01	2524,434.27	584,691.57	491,324.40	2617,801.44	2,617,801.44
TOTAL	2524,434.27	584,691.57	491,324.40	2617,801.44	2,617,801.44

TOTAL RETAINAGE INCLD THIS EST	0.00
TOTAL DUE AFTER RETAINAGE	2,617,801.44
TOTAL PAID INCLD THIS ESTIMATE	2,617,801.44
PREVIOUS PAYMENTS TO CONTRACTOR	-2,617,801.44
PAYMENT TO CONTRACTOR THIS ESTIMATE ========>	0.00

ZERO PAYMENT

APPROPRIATION: 011-49442-7900-1020 7721 ZERO PAYMT 1 OF 1 $ 0.00<==
SCHEDULE:

FINAL ESTIMATE 16 TOTAL $ 0.00

****
* F I L E C O P Y *
****

ILLINOIS DEPARTMENT OF TRANSPORTATION
BUREAU OF CONSTRUCTION - DIVISION OF HIGHWAYS
FINAL PAY TIMATE REPORT
BY COUNTY, CONSTRUCTION/SAFETY CODES
ESTIMATE NUMBER 16

PROJECT: LLB6-445 / /
ROUTE: FAP 330
SECTION: 14-00220-00-TL
COUNTY: COOK 01 031
CONTR: C03920

CONTRACT: 61E86
REVIEW DATE: 03/19/2025
STATE JOB: C-91-008-16

SUBJOB: FAS-ID: Z230L01 COUNTY: 031 CONST/SFTY: 0004

PAY ITEM NUMBER	PAY ITEM DESCRIPTION	UNIT OF MEASURE	AWARDED QUANTITY	ADDED QUANTITY	DEDUCTED QUANTITY	ADJUSTED QUANTITY	UNIT PRICE	ADJUSTED TOTAL PRICE
A2012220	T-AESCUL X CAR FM 2.5	EACH	4.000			4.000	600.0000	2,400.00
B2006320	T-SYRG RT IS TF 2-1/2	EACH	9.000			9.000	600.0000	5,400.00
FRC00100	RELOC 1.5"ST CONDUIT	DOLLAR		2,336.270		2,336.270	1.0000	2,336.27
FRC00200	REMOVE MONUMENT SIGN	DOLLAR		4,000.000	3,605.750	394.250	1.0000	394.25
FRC00300	REM AT&T CABLE IN DUCT	DOLLAR		15,000.000	3,403.200	11,596.800	1.0000	11,596.80
FRC00400	WINTERIZ BACKFILL TREN	DOLLAR		39,871.040		39,871.040	1.0000	39,871.04
FRC00401	WINTERIZE_HMA DRIVE	DOLLAR		24,422.140		24,422.140	1.0000	24,422.14
FRC00402	WINTERIZE HMA SIDEWALK	DOLLAR		43,710.480		43,710.480	1.0000	43,710.48
FRC00500	STORM SEWER CONFLICT	DOLLAR		3,858.620		3,858.620	1.0000	3,858.62
FRC00600	MATERIALS FOR ADJ WTR	DOLLAR		424.940		424.940	1.0000	424.94
FRC00900	LOWER WATER MAIN STA13	DOLLAR		16,960.420		16,960.420	1.0000	16,960.42
FRC01100	REPL FRAMES & GRATES	DOLLAR		4,746.000		4,746.000	1.0000	4,746.00
FRC01200	ADDTL TREE REMOVAL	DOLLAR		3,574.510		3,574.510	1.0000	3,574.51
FRC01400	REM MONUMENT SIGN FNDT	DOLLAR		2,990.140		2,990.140	1.0000	2,990.14
FRC01600	MAT FOR ADJ WTR SERV	DOLLAR		439.800		439.800	1.0000	439.80
FRC01700	PROV & INST TEMP PVT M	DOLLAR		1,544.320		1,544.320	1.0000	1,544.32
FRC01900	HMA SURF REMV VAR DPTH	DOLLAR		47,969.700		47,969.700	1.0000	47,969.70
FRC02000	INSTALL B-BOXES	DOLLAR		1,859.260		1,859.260	1.0000	1,859.26
FRC02100	FIX SETTLED PAVEMENT	DOLLAR		2,550.000	308.960	2,241.040	1.0000	2,241.04
FRC02300	MAST ARM MNT SIGNS T2	DOLLAR		1,839.050		1,839.050	1.0000	1,839.05

PROJECT: LLB6-445 / /
ROUTE: FAP 330
SECTION: 14-00220-00-TL
COUNTY: COOK 01 031
CONTR: C03920

CONTRACT: 61E86
REVIEW DATE: 03/19/2025
STATE JOB: C-91-008-16

SUBJOB: FAS-ID: Z230L01 COUNTY: 031 CONST/SFTY: 0004

PAY ITEM NUMBER	PAY ITEM DESCRIPTION	UNIT OF MEASURE	AWARDED QUANTITY	ADDED QUANTITY	DEDUCTED QUANTITY	ADJUSTED QUANTITY	UNIT PRICE	ADJUSTED TOTAL PRICE
FRC02400	ELECTRIC SERV COST COM	DOLLAR		1,881.560		1,881.560	1.0000	1,881.56
FRC02500	ADDTL SIDEWLK @ PB LOC	DOLLAR		2,971.220		2,971.220	1.0000	2,971.22
FRC02600	PCC SIDEWALK CURB	DOLLAR		8,358.620		8,358.620	1.0000	8,358.62
FRC02700	CUT DOWN & REM FOUNDAT	DOLLAR		223.070		223.070	1.0000	223.07
K0036120	MULCH PLACEMENT 4	SQ YD	50.000		20.300	29.700	10.0000	297.00
XX003919	FLAGPOLE RELOCATION	L SUM	1.000		1.000		2,500.0000	
XX008553	RETAINING WALL SPL	FOOT	110.000		110.000		55.0000	
X0324085	EM VEH P S LSC 20 3C	FOOT	306.000		20.200	285.800	1.1000	314.38
X0324599	ROD AND CLEAN EX COND	FOOT	1,000.000		1,000.000		.1000	
X0325938	TEMP WIR INTERCON COM	L SUM	1.000			1.000	2,942.0000	2,942.00
X0326657	RELOCATE SIGN SPL	EACH	3.000		3.000		8,000.0000	
X1200016	SAN SERVICE REPLCMNT	EACH	10.000		9.000	1.000	3,350.0000	3,350.00
X1400081	FAC T SUPER P CAB SP	EACH	1.000			1.000	31,585.0000	31,585.00
X1400150	SERV INSTL GR MT MTR	EACH	1.000	1.000		2.000	2,565.0000	5,130.00
X2010510	CLEARING & GRUBBING	L SUM	1.000			1.000	1,200.0000	1,200.00
X4021000	TEMP ACCESS- PRIV ENT	EACH	4.000			4.000	925.0000	3,700.00
X4022000	TEMP ACCESS- COM ENT	EACH	13.000	6.000		19.000	1,250.0000	23,750.00
X5610708	WATER MAIN REMOV 8	FOOT	40.000		24.000	16.000	77.5000	1,240.00
X5630708	CONN TO EX W MAIN 8	EACH	1.000		1.000		4,500.0000	
X6026622	VV REMOVED	EACH	1.000			1.000	1,100.0000	1,100.00

ILLINOIS DEPARTMENT OF TRANSPORTATION
BUREAU OF CONSTRUCTION - DIVISION OF HIGHWAYS
FINAL PAY TIMATE REPORT
BY COUNTY, CONSTRUCTION/SAFETY CODES
ESTIMATE NUMBER 16

PROJECT: LLB6-445 / /
ROUTE: FAP 330
SECTION: 14-00220-00-TL
COUNTY: COOK 01 031
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CONTRACT: 61E86
REVIEW DATE: 03/19/2025
STATE JOB: C-91-008-16

SUBJOB: FAS-ID: Z230L01 COUNTY: 031 CONST/SFTY: 0004

PAY ITEM NUMBER	PAY ITEM DESCRIPTION	UNIT OF MEASURE	AWARDED QUANTITY	ADDED QUANTITY	DEDUCTED QUANTITY	ADJUSTED QUANTITY	UNIT PRICE	ADJUSTED TOTAL PRICE
X8440110	REL EX LP W/LUMINAIRE	EACH	1.000		1.000		5,745.0000	
X8620200	UNINTER POWER SUP SPL	EACH	1.000			1.000	6,106.0000	6,106.00
X8710024	FOCC62.5/125 MM12SM24	FOOT	2,300.000	584.000		2,884.000	3.9000	11,247.60
X9100100	SERVICE POLE MOUNTED	EACH		1.000	1.000		2,524.9200	
X9100700	MANHOLES TY A 5' TY 1	EACH		1.000		1.000	5,403.0000	5,403.00
X9100701	DUCT I WM TEE 8"X10"	EACH		1.000		1.000	1,571.0000	1,571.00
X9100702	DUCT I WATER MAIN 10"	FOOT		8.000		8.000	173.8500	1,390.80
X9100703	CONN EXIST WATR MN10"	EACH		1.000		1.000	4,692.0000	4,692.00
X9100800	MAN TY A 4'D TY 1 F CL	EACH		1.000		1.000	3,153.0000	3,153.00
X9101501	CB TY A 4'D TY 23 F&G	EACH		2.000		2.000	3,200.0000	6,400.00
X9101700	TEMP PVT MRK TAPE REMV	SQ FT		40.000		40.000	1.0600	42.40
X9101800	PCC DRIVEWAY PVMT 8"	SQ YD		234.300		234.300	86.0600	20,163.86
X9102200	RAISED REFL PVMT MRK	EACH		132.000	4.000	128.000	45.6900	5,848.32
Z0004530	HMA DRIVEWAY PAVT 8	SQ YD	350.000		185.800	164.200	75.1000	12,331.42
Z0004538	HMA DRIVEWAY PAVT 10	SQ YD	800.000	64.000	98.400	765.600	91.0000	69,669.60
Z0013798	CONSTRUCTION LAYOUT	L SUM	1.000			1.000	25,000.0000	25,000.00
Z0030850	TEMP INFO SIGNING	SQ FT	210.000		90.250	119.750	15.0000	1,796.25
Z0033046	RE-OPTIMIZE SIG SYS 2	EACH	2.000		1.000	1.000	1,045.0000	1,045.00
Z0056648	SS 1 WAT MN 12	FOOT	119.000	99.500		218.500	115.0000	25,127.50
Z0056668	SS 2 WAT MN 12	FOOT	172.000	280.000	245.700	206.300	121.5000	25,065.45

ILLINOIS DEPARTMENT OF TRANSPORTATION
BUREAU OF CONSTRUCTION - DIVISION OF HIGHWAYS
FINAL PAY TIMATE REPORT
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PROJECT: LLB6-445 / /
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REVIEW DATE: 03/19/2025
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SUBJOB: FAS-ID: Z230L01 COUNTY: 031 CONST/SFTY: 0004

PAY ITEM NUMBER	PAY ITEM DESCRIPTION	UNIT OF MEASURE	AWARDED QUANTITY	ADDED QUANTITY	DEDUCTED QUANTITY	ADJUSTED QUANTITY	UNIT PRICE	ADJUSTED TOTAL PRICE
Z0056672	SS 2 WAT MN 24	FOOT	54.000	29.900	1.000	82.900	185.0000	15,336.50
20100110	TREE REMOV 6-15	UNIT	28.000		11.300	16.700	25.0000	417.50
20100210	TREE REMOV OVER 15	UNIT	66.000	94.900	15.000	145.900	45.0000	6,565.50
20101000	TEMPORARY FENCE	FOOT	2,050.000		1,219.200	830.800	3.0000	2,492.40
20101200	TREE ROOT PRUNING	EACH	20.000		18.000	2.000	140.0000	280.00
20200100	EARTH EXCAVATION	CU YD	3,200.000	16.000	495.470	2,720.530	48.0000	130,585.44
20201200	REM & DISP UNS MATL	CU YD	200.000	1.400		201.400	58.0000	11,681.20
20800150	TRENCH BACKFILL	CU YD	1,525.000	285.500	16.720	1,793.780	65.0000	116,595.70
21001000	GEOTECH FAB F/GR STAB	SQ YD	200.000	797.500		997.500	3.2500	3,241.88
21101615	TOPSOIL F & P 4	SQ YD	1,400.000	151.000	200.600	1,350.400	6.0000	8,102.40
21301072	EXPLOR TRENCH 72	FOOT	30.000		18.000	12.000	42.0000	504.00
25000400	NITROGEN FERT NUTR	POUND	18.000	3.400		21.400	3.0000	64.20
25000600	POTASSIUM FERT NUTR	POUND	18.000	3.400		21.400	3.0000	64.20
25200110	SODDING SALT TOLERANT	SQ YD	1,400.000		235.500	1,164.500	12.0000	13,974.00
25200200	SUPPLE WATERING	UNIT	50.000		50.000		10.0000	
28000250	TEMP EROS CONTR SEED	POUND	25.000		25.000		10.0000	
28000510	INLET FILTERS	EACH	34.000	1.000		35.000	225.0000	7,875.00
30300001	AGG SUBGRADE IMPROVE	CU YD	200.000	1.400		201.400	65.0000	13,091.00
30300112	AGG SUBGRADE IMPR 12	SQ YD	1,650.000	117.400		1,767.400	25.7500	45,510.55
35101600	AGG BASE CSE B 4	SQ YD	2,440.000	75.000	18.620	2,496.380	6.7500	16,850.57

ILLINOIS DEPARTMENT OF TRANSPORTATION
BUREAU OF CONSTRUCTION - DIVISION OF HIGHWAYS
FINAL PAY TIMATE REPORT
BY COUNTY, CONSTRUCTION/SAFETY CODES
ESTIMATE NUMBER 16

PROJECT: LLB6-445 / /
ROUTE: FAP 330
SECTION: 14-00220-00-TL
COUNTY: COOK 01 031
CONTR: C03920

CONTRACT: 61E86
REVIEW DATE: 03/19/2025
STATE JOB: C-91-008-16

SUBJOB: FAS-ID: Z230L01 COUNTY: 031 CONST/SFTY: 0004

PAY ITEM NUMBER	PAY ITEM DESCRIPTION	UNIT OF MEASURE	AWARDED QUANTITY	ADDED QUANTITY	DEDUCTED QUANTITY	ADJUSTED QUANTITY	UNIT PRICE	ADJUSTED TOTAL PRICE
35400300	PCC BASE CSE W 8	SQ YD	800.000	59.200		859.200	54.0000	46,396.80
35501331	HMA BASE CSE 11 3/4	SQ YD	1,650.000		165.700	1,484.300	62.5000	92,768.75
40600290	BIT MATLS TACK CT	POUND	7,100.000		5,400.920	1,699.080	.2000	339.82
40600982	HMA SURF REM BUTT JT	SQ YD	100.000		16.700	83.300	35.0000	2,915.50
40603200	P HMA BC IL-4.75 N50	TON	460.000	300.000	8.060	751.940	101.5000	76,321.91
40604062	HMA SC IL-9.5 D N70	TON	1,060.000		140.750	919.250	81.0000	74,459.25
42001300	PROTECTIVE COAT	SQ YD	850.000		850.000		1.0000	
42400200	PC CONC SIDEWALK 5	SQ FT	17,500.000	307.000		17,807.000	6.0000	106,842.00
42400410	PC CONC SIDEWALK 8	SQ FT	4,700.000	339.000	15.900	5,023.100	7.0000	35,161.70
42400800	DETECTABLE WARNINGS	SQ FT	530.000	48.000	77.600	500.400	34.0000	17,013.60
44000100	PAVEMENT REM	SQ YD	700.000	357.100		1,057.100	21.5000	22,727.65
44000158	HMA SURF REM 2 1/4	SQ YD	8,300.000		8,300.000		3.8500	
44000200	DRIVE PAVEMENT REM	SQ YD	1,900.000	91.100		1,991.100	8.7500	17,422.13
44000300	CURB REM	FOOT	590.000	30.000	202.100	417.900	4.5000	1,880.55
44000500	COMB CURB GUTTER REM	FOOT	3,970.000	312.500		4,282.500	3.7500	16,059.38
44000600	SIDEWALK REM	SQ FT	13,730.000	1,712.000		15,442.000	1.1000	16,986.20
44201789	CL D PATCH T2 12	SQ YD	340.000	131.500		471.500	156.0000	73,554.00
550A0050	STORM SEW CL A 1 12	FOOT	250.000	132.400	55.000	327.400	60.0000	19,644.00
550A0340	STORM SEW CL A 2 12	FOOT	821.000		599.800	221.200	60.0000	13,272.00
550A0410	STORM SEW CL A 2 24	FOOT	1,110.000		128.600	981.400	100.0000	98,140.00

ILLINOIS DEPARTMENT OF TRANSPORTATION
BUREAU OF CONSTRUCTION - DIVISION OF HIGHWAYS
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55100500	STORM SEWER REM 12	FOOT	200.000		15.000	185.000	35.5000	6,567.50
56100020	DI WAT MN TEE, 8X 8	EACH	1.000		1.000		1,300.0000	
56103100	D I WATER MAIN 8	FOOT	40.000	6.500		46.500	165.0000	7,672.50
56300300	ADJ WATER SERV LINES	FOOT	100.000		82.000	18.000	95.0000	1,710.00
56400400	FIRE HYDNTS RELOCATED	EACH	1.000	1.000		2.000	5,000.0000	10,000.00
59300100	CONTR LOW-STRENG MATL	CU YD	845.000		845.000		158.0000	
60108204	PIPE UNDERDR T 2 4	FOOT	1,860.000	313.000		2,173.000	30.0000	65,190.00
60201340	CB TA 4 DIA T24F&G	EACH	2.000			2.000	6,025.0000	12,050.00
60205040	CB TA 5 DIA T24F&G	EACH	1.000			1.000	7,800.0000	7,800.00
60219530	MAN TA 4 DIA T23F&G	EACH	6.000		2.000	4.000	2,860.0000	11,440.00
60219540	MAN TA 4 DIA T24F&G	EACH	4.000		1.000	3.000	3,200.0000	9,600.00
60222240	MAN TA 5 DIA T24F&G	EACH	10.000		1.000	9.000	5,450.0000	49,050.00
60223800	MAN TA 6 DIA T1F CL	EACH	1.000			1.000	9,400.0000	9,400.00
60237460	INLETS TA T23F&G	EACH	4.000			4.000	1,635.0000	6,540.00
60237470	INLETS TA T24F&G	EACH	8.000	1.000		9.000	1,650.0000	14,850.00
60255500	MAN ADJUST	EACH	8.000		4.000	4.000	875.0000	3,500.00
60255700	MAN ADJ NEW T1F OL	EACH	1.000			1.000	1,150.0000	1,150.00
60265700	VV ADJUST	EACH	7.000		4.000	3.000	875.0000	2,625.00
60266600	VALVE BOX ADJ	EACH	2.000	1.000		3.000	815.0000	2,445.00
60300305	FR & LIDS ADJUST	EACH	9.000		9.000		1,500.0000	

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ILLINOIS DEPARTMENT OF TRANSPORTATION
BUREAU OF CONSTRUCTION - DIVISION OF HIGHWAYS
FINAL PAY TIMATE REPORT
BY COUNTY, CONSTRUCTION/SAFETY CODES
ESTIMATE NUMBER 16

PROJECT: LLB6-445 / /
ROUTE: FAP 330
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COUNTY: COOK 01 031
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60500040	REMOV MANHOLES	EACH	3.000			3.000	550.0000	1,650.00
60500050	REMOV CATCH BAS	EACH	1.000	1.000		2.000	550.0000	1,100.00
60500060	REMOV INLETS	EACH	7.000		1.000	6.000	550.0000	3,300.00
60600605	CONC CURB TB	FOOT	80.000	248.300		328.300	30.0000	9,849.00
60603800	COMB CC&G TB6.12	FOOT	1,305.000	321.800		1,626.800	28.0000	45,550.40
60605000	COMB CC&G TB6.24	FOOT	2,500.000	2.800		2,502.800	30.0000	75,084.00
66900200	NON SPL WASTE DISPOSL	CU YD	735.000	327.300		1,062.300	85.0000	90,295.50
66900530	SOIL DISPOSAL ANALY	EACH	5.000		3.000	2.000	1,500.0000	3,000.00
66901001	REG SUB P-CONST PLAN	LSUM	1.000			1.000	2,400.0000	2,400.00
66901003	REG SUB F CON REPORT	LSUM	1.000			1.000	2,000.0000	2,000.00
66901006	REG SUB MON	CAL DA	5.000	7.000		12.000	950.0000	11,400.00
67000400	ENGR FIELD OFFICE A	CAL MO	4.000	10.500		14.500	3,590.5800	52,063.41
67100100	MOBILIZATION	L SUM	1.000			1.000	203,000.0000	203,000.00
70102620	TR CONT & PROT 701501	L SUM	1.000			1.000	17,600.0000	17,600.00
70102622	TR CONT & PROT 701502	L SUM	1.000			1.000	1.0000	1.00
70102625	TR CONT & PROT 701606	L SUM	1.000			1.000	1.0000	1.00
70102632	TR CONT & PROT 701602	L SUM	1.000			1.000	1.0000	1.00
70102635	TR CONT & PROT 701701	L SUM	1.000			1.000	1.0000	1.00
70102640	TR CONT & PROT 701801	L SUM	1.000			1.000	1.0000	1.00
70103815	TR CONT SURVEILLANCE	CAL DA	100.000		100.000		1.0000	

ILLINOIS DEPARTMENT OF TRANSPORTATION
BUREAU OF CONSTRUCTION - DIVISION OF HIGHWAYS
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PROJECT: LLB6-445 / /
ROUTE: FAP 330
SECTION: 14-00220-00-TL
COUNTY: COOK 01 031
CONTR: C03920

CONTRACT: 61E86
REVIEW DATE: 03/19/2025
STATE JOB: C-91-008-16

SUBJOB: FAS-ID: Z230L01 COUNTY: 031 CONST/SFTY: 0004

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70107025	CHANGEABLE MESSAGE SN	CAL DA	60.000	76.000		136.000	30.0000	4,080.00
70300100	SHORT TERM PAVT MKING	FOOT	557.000	1,324.200		1,881.200	2.5000	4,703.00
70300150	SHRT TRM PAVT MK REM	SQ FT	186.000	22.000		208.000	2.0000	416.00
72000100	SIGN PANEL T1	SQ FT	87.000	5.000		92.000	30.0000	2,760.00
72400100	REMOV SIN PAN ASSY TA	EACH	17.000		11.000	6.000	25.0000	150.00
72400310	REMOV SIGN PANEL T1	SQ FT	21.000		8.750	12.250	5.0000	61.25
72400500	RELOC SIN PAN ASSY TA	EACH	10.000	3.000		13.000	130.0000	1,690.00
72900100	METAL POST TY A	FOOT	99.000	25.500		124.500	10.0000	1,245.00
78000100	THPL PVT MK LTR & SYM	SQ FT	250.000	131.800		381.800	5.2500	2,004.45
78000200	THPL PVT MK LINE 4	FOOT	5,100.000	648.000		5,748.000	.5000	2,874.00
78000400	THPL PVT MK LINE 6	FOOT	650.000	90.100		740.100	2.3000	1,702.23
78000600	THPL PVT MK LINE 12	FOOT	775.000		47.600	727.400	2.9000	2,109.46
78000650	THPL PVT MK LINE 24	FOOT	125.000	127.500		252.500	5.2500	1,325.63
81028200	UNDRGRD C GALVS 2	FOOT	1,871.000	120.000	154.400	1,836.600	16.1000	29,569.26
81028220	UNDRGRD C GALVS 3	FOOT	136.000		9.200	126.800	27.6000	3,499.68
81028240	UNDRGRD C GALVS 4	FOOT	409.000		11.100	397.900	43.7000	17,388.23
81400100	HANDHOLE	EACH	6.000			6.000	1,467.0000	8,802.00
81400200	HD HANDHOLE	EACH	4.000			4.000	1,876.0000	7,504.00
81400300	DBL HANDHOLE	EACH	2.000			2.000	2,595.0000	5,190.00
83600200	LIGHT POLE FDN 24D	FOOT	1.000		1.000		390.0000	

PROJECT: LLB6-445 / /
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SUBJOB: FAS-ID: Z230L01 COUNTY: 031 CONST/SFTY: 0004

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85000200	MAIN EX TR SIG INSTAL	EACH	2.000			2.000	1,380.0000	2,760.00
86400100	TRANSCEIVER - FIB OPT	EACH	1.000			1.000	5,609.0000	5,609.00
87300925	ELCBL C TRACER 14 1C	FOOT	2,300.000	584.000		2,884.000	.6000	1,730.40
87301215	ELCBL C SIGNAL 14 2C	FOOT	1,217.000		61.800	1,155.200	1.0000	1,155.20
87301225	ELCBL C SIGNAL 14 3C	FOOT	1,595.000		126.800	1,468.200	1.2000	1,761.84
87301245	ELCBL C SIGNAL 14 5C	FOOT	1,194.000		87.000	1,107.000	1.4000	1,549.80
87301255	ELCBL C SIGNAL 14 7C	FOOT	1,457.000		84.100	1,372.900	1.7000	2,333.93
87301305	ELCBL C LEAD 14 1PR	FOOT	1,546.000		21.800	1,524.200	1.0000	1,524.20
87301805	ELCBL C SERV 6 2C	FOOT	119.000	158.000		277.000	2.8000	775.60
87301900	ELCBL C EGRDC 6 1C	FOOT	595.000	196.400		791.400	1.5000	1,187.10
87502500	TS POST GALVS 16	EACH	4.000			4.000	1,161.0000	4,644.00
87700190	S MAA & P 30	EACH	1.000			1.000	8,116.0000	8,116.00
87700210	S MAA & P 34	EACH	1.000			1.000	8,728.0000	8,728.00
87700230	S MAA & P 38	EACH	1.000			1.000	9,867.0000	9,867.00
87700250	S MAA & P 42	EACH	1.000			1.000	10,614.0000	10,614.00
87800100	CONC FDN TY A	FOOT	16.000	8.000		24.000	251.3000	6,031.20
87800150	CONC FDN TY C	FOOT	4.000			4.000	473.0000	1,892.00
87800415	CONC FDN TY E 36D	FOOT	46.000			46.000	225.0000	10,350.00
87900200	DRILL EX HANDHOLE	EACH	2.000		1.000	1.000	281.0000	281.00
88030020	SH LED 1F 3S MAM	EACH	6.000			6.000	743.0000	4,458.00

Attachment 1

PROJECT: LLB6-445 / /
ROUTE: FAP 330
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88030100	SH LED 1F 5S BM	EACH	4.000			4.000	938.0000	3,752.00
88030110	SH LED 1F 5S MAM	EACH	4.000			4.000	1,058.0000	4,232.00
88102717	PED SH LED 1F BM CDT	EACH	8.000			8.000	511.0000	4,088.00
88200310	TS BACKPLATE LOU PLAS	EACH	10.000			10.000	247.0000	2,470.00
88500100	INDUCTIVE LOOP DETECT	EACH	8.000			8.000	138.0000	1,104.00
88600100	DET LOOP T1	FOOT	710.000	46.800		756.800	16.2000	12,260.16
88700200	LIGHT DETECTOR	EACH	2.000			2.000	1,343.0000	2,686.00
88700300	LIGHT DETECTOR AMP	EACH	1.000			1.000	2,056.0000	2,056.00
88800100	PED PUSH-BUTTON	EACH	8.000			8.000	343.0000	2,744.00
89502300	REM ELCBL FR CON	FOOT	2,796.000	78.000		2,874.000	.1000	287.40
89502376	REBUILD EX HANDHOLE	EACH	3.000		3.000		1,467.0000	
89502380	REMOV EX HANDHOLE	EACH	2.000	1.000		3.000	660.0000	1,980.00
	COUNTY/CONST/SAFETY TOTALS		2,516,534.27	584,691.57	483,424.40		2,617,801.44	2,617,801.44

COUNTY: 031 CONST/SFTY: 0042

PAY ITEM NUMBER	PAY ITEM DESCRIPTION	UNIT OF MEASURE	AWARDED QUANTITY	ADDED QUANTITY	DEDUCTED QUANTITY	ADJUSTED QUANTITY	UNIT PRICE	ADJUSTED TOTAL PRICE
Z0076600	TRAINEES	HOUR	500.000		500.000		.8000	
Z0076604	TRAINEES TPG	HOUR	500.000		500.000		15.0000	
	COUNTY/CONST/SAFETY TOTALS		7,900.00	.00	7,900.00		.00	.00
	FAS ID TOTALS		2,524,434.27	584,691.57	491,324.40		2,617,801.44	2,617,801.44
	PROJECT TOTALS		2,524,434.27	584,691.57	491,324.40		2,617,801.44	2,617,801.44

Illinois Department of Transportation
2300 South Dirksen Parkway / Springfield, Illinois / 62764

March 23, 2020

Ms. Jennifer L. Tsalapatanis
City Clerk
1420 Miner Street/NW Highway
Des Plaines, Illinois 60016

Subject: City: Des Plaines
Section: 14-00220-00-TL
Project: LLB6(445)
Job: C-91-008-16
Joint Agreement

Dear Ms. Tsalapatanis:

The department executed the subject agreement on March 11, 2020. A copy is enclosed.

Sincerely,

Gregory S. Lupton

Gregory S. Lupton, P.E.
Local Project Implementation Engineer

Enclosure

cc: Matthew Bogusz, Mayor
Anthony Quigley - Region 1 Attn: Chad Riddle - District 1
Attn: Programming (Jeanne.Dennison@illinois.gov)
Attn: Project Control (Sara.Reynolds@illinois.gov)
Tim Kell (Attn: Shona.Ayers@illinois.gov)

R-67-19 (A)

Illinois Department of Transportation **Local Public Agency Agreement for Federal Participation**	Local Public Agency City of Des Plaines	State Contract X	Day Labor	Local Contract	RR Force Account
	Section 14-00220-00-TL	Fund Type STU		ITEP, SRTS, or HSIP Number(s)	

Construction		Engineering		Right-of-Way	
Job Number	Project Number	Job Number	Project Number	Job Number	Project Number
C-91-008-16	LLB6 (445)				

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the "**LPA**", and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "**STATE**". The **STATE** and **LPA** jointly propose to improve the designated location as described below. The improvement shall be constructed in accordance with plans prepared by, or on behalf of the **LPA**, approved by the **STATE** and the **STATE**'s policies and procedures approved and/or required by the Federal Highway Administration, hereinafter referred to as "**FHWA**".

Location

Local Name: Forest Avenue; Lee Street (US 12/45 & Mannheim Road) Route: MUN 4280/FAP 0330 Length: 0.74 Mi.

Termini: Jeanette Street to Dead End; Algonquin Road to Oakton Street

Current Jurisdiction: STATE TIP Number: 03-14-0006 Existing Structure No: N/A

Project Description

Intersection improvement including new traffic signals

Division of Cost

Type of Work	STU	%		%	LPA	%	Total
Participating Construction	1,840,000	(*)		( )	460,000	(BAL)	2,300,000
Non-Participating Construction		( )		( )		( )	
Preliminary Engineering		( )		( )		( )	
Construction Engineering	184,000	(*)		( )	78,476	(BAL)	262,476
Right of Way		( )		( )		( )	
Railroads		( )		( )		( )	
Utilities		( )		( )		( )	
Materials							
TOTAL	$ 2,024,000		$		$ 538,476		$ 2,562,476

*Maximum FHWA (STU) participation 80% not to exceed $2,024,000

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final **LPA** share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursment.

If funding is not a percentage of the total, place an asterisk in the space provided for the percentage and explain above.

Local Public Agency Appropriation

By execution of this Agreement, the **LPA** attests that sufficient moneys have been appropriated or reserved by resolution or ordinance to fund the **LPA** share of project costs. A copy of the authorizing resolution or ordinance is attached as an addendum **(required for State-let contracts only)**

Method of Financing (State Contract Work Only)

METHOD A---Lump Sum (80% of **LPA** Obligation) _____

METHOD B--- _____ Monthly Payments of _____ due by the _____ of each successive month.

METHOD C---**LPA**'s Share Balance divided by estimated total cost multiplied by actual progress payment.

(See page two for details of the above methods and the financing of Day Labor and Local Contracts)

THE LPA AGREES:

(1) To acquire in its name, or in the name of the **STATE** if on the **STATE** highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established State policies and procedures. Prior to advertising for bids, the **LPA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LPA**, and the **STATE** and the **FHWA**, if required.

(2) To provide for all utility adjustments, and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Agency Highway and Street Systems.

(3) To provide for surveys and the preparation of plans for the proposed improvement and engineering supervision during construction of the proposed improvement.

(4) To retain jurisdiction of the completed improvement unless specified otherwise by addendum (addendum should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, an addendum is required.

(5) To maintain or cause to be maintained, in a manner satisfactory to the **STATE** and the **FHWA**, the completed improvement, or that portion of the completed improvement within its jurisdiction as established by addendum referred to in item 4 above.

(6) To comply with all applicable Executive Orders and Federal Highway Acts pursuant to the Equal Employment Opportunity and Nondiscrimination Regulations required by the U.S. Department of Transportation.

(7) To maintain, for a minimum of 3 years after final project close-out by the **STATE**, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General and the department; and the **LPA** agrees to cooperate fully with any audit conducted by the Auditor General and the **STATE**; and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the **STATE** for the recovery of any funds paid by the **STATE** under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.

(8) To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.

(9) To comply with Federal requirements or possibly lose (partial or total) Federal participation as determined by the **FHWA**.

(10) (State Contracts Only) That the method of payment designated on page one will be as follows:

Method A - Lump Sum Payment. Upon award of the contract for this improvement, the **LPA** will pay to the **STATE** within thirty (30) calendar days of billing, in lump sum, an amount equal to 80% of the **LPA**'s estimated obligation incurred under this Agreement. The **LPA** will pay to the **STATE** the remainder of the **LPA**'s obligation (including any nonparticipating costs) within thirty (30) calendar days of billing in a lump sum, upon completion of the project based on final costs.

Method B - Monthly Payments. Upon award of the contract for this improvement, the **LPA** will pay to the **STATE**, a specified amount each month for an estimated period of months, or until 80% of the **LPA**'s estimated obligation under the provisions of the Agreement has been paid, and will pay to the **STATE** the remainder of the **LPA**'s obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.

Method C - Progress Payments. Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the **LPA** will pay to the **STATE** within thirty (30) calendar days of receipt, an amount equal to the **LPA**'s share of the construction cost divided by the estimated total cost, multiplied by the actual payment (appropriately adjusted for nonparticipating costs) made to the contractor until the entire obligation incurred under this Agreement has been paid.

Failure to remit the payment(s) in a timely manner as required under Methods A, B, or C, shall allow the **STATE** to internally offset, reduce, or deduct the arrearage from any payment or reimbursement due or about to become due and payable from the **STATE** to **LPA** on this or any other contract. The **STATE**, at its sole option, upon notice to the **LPA**, may place the debt into the Illinois Comptroller's Offset System (15 ILCS 405/10.05) or take such other and further action as my be required to recover the debt.

(11) (Local Contracts or Day Labor) To provide or cause to be provided all of the initial funding, equipment, labor, material and services necessary to construct the complete project.

(12) (Preliminary Engineering) In the event that right-of-way acquisition for, or actual construction of, the project for which this preliminary engineering is undertaken with Federal participation is not started by the close of the tenth fiscal year following the fiscal year in which the project is federally authorized, the **LPA** will repay the **STATE** any Federal funds received under the terms of this Agreement.

(13) (Right-of-Way Acquisition) In the event that the actual construction of the project on this right-of-way is not undertaken by the close of the twentieth fiscal year following the fiscal year in which the project is federally authorized, the **LPA** will repay the **STATE** any Federal Funds received under the terms of this Agreement.

(14) (Railroad Related Work Only) The estimates and general layout plans for at-grade crossing improvements should be forwarded to the Rail Safety and Project Engineer, Room 204, Illinois Department of Transportation, 2300 South Dirksen Parkway, Springfield, Illinois, 62764. Approval of the estimates and general layout plans should be obtained prior to the commencement of railroad related work. All railroad related work is also subject to approval be the Illinois Commerce Commission (ICC). Final inspection for railroad related work should be coordinated through appropriate IDOT District Bureau of Local Roads and Streets office.

Plans and preemption times for signal related work that will be interconnected with traffic signals shall be submitted to the ICC for review and approval prior to the commencement of work. Signal related work involving interconnects with state maintained traffic signals should also be coordinated with the IDOT's District Bureau of Operations.

The **LPA** is responsible for the payment of the railroad related expenses in accordance with the **LPA**/railroad agreement prior to requesting reimbursement from IDOT. Requests for reimbursement should be sent to the appropriate IDOT District Bureau of Local Roads and Streets office.

Engineer's Payment Estimates shall be in accordance with the Division of Cost on page one.

(15) And certifies to the best of its knowledge and belief its officials:

(a) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;

(b) have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;

(c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, local) with commission of any of the offenses enumerated in item (b) of this certification; and

(d) have not within a three-year period preceding the Agreement had one or more public transactions (Federal, State, local) terminated for cause or default.

(16) To include the certifications, listed in item 15 above, and all other certifications required by State statutes, in every contract, including procurement of materials and leases of equipment.

(17) (State Contracts) That execution of this agreement constitutes the **LPA**'s concurrence in the award of the construction contract to the responsible low bidder as determined by the **STATE**.

(18) That for agreements exceeding $100,000 in federal funds, execution of this Agreement constitutes the **LPA**'s certification that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress, in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions;

(c) The **LPA** shall require that the language of this certification be included in the award documents for all subawards at all ties (including subcontracts, subgrants and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

(19) To regulate parking and traffic in accordance with the approved project report.

(20) To regulate encroachments on public right-of-way in accordance with current Illinois Compiled Statutes.

(21) To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with current Illinois Compiled Statutes.

(22) To complete this phase of the project within three (3) years from the date this agreement is approved by the **STATE** if this portion of the project described in the Project Description does not exceed $1,000,000 (five years if the project costs exceed $1,000,000).

(23) To comply with the federal Financial Integrity Review and Evaluation (FIRE) program, which requires States and subrecipients to justify continued federal funding on inactive projects. 23 CFR 630.106(a)(5) defines an inactive project as a project which no expenditures have been charged against Federal funds for the past twelve (12) months.

To keep projects active, invoicing must occur a minimum of one time within any given twelve (12) month period. However, to ensure adequate processing time, the first invoice shall be submitted to the **STATE** within six (6) months of the federal authorization date. Subsequent invoices will be submitted in intervals not to exceed six (6) months.

(24) The **LPA** will submit supporting documentation with each request for reimbursement from the **STATE**. Supporting documentation is defined as verification of payment, certified time sheets or summaries, vendor invoices, vendor receipts, cost plus fix fee invoice, progress report, and personnel and direct cost summaries.and other documentation supporting the requested reimbursement amount (Form BLRS 05621 should be used for consultant invoicing purposes). **LPA** invoice requests to the **STATE** will be submitted with sequential invoice numbers by project.

The **LPA** will submit to the **STATE** a complete and detailed final invoice with applicable supporting documentation of all incurred costs, less previous payments, no later than twelve (12) months from the date of completion of this phase of the improvement or from the date of the previous invoice, which ever occurs first. If a final invoice is not received within this time frame, the most recent invoice may be considered the final invoice and the obligation of the funds closed.

(25) The **LPA** shall provide the final report to the appropriate **STATE** district within twelve months of the physical completion date of the project so that the report may be audited and approved for payment. If the deadline cannot be met, a written explanation must be provided to the district prior to the end of the twelve months documenting the reason and the new anticipated date of completion. If the extended deadline is not met, this process must be repeated until the project is closed. Failure to follow this process may result in the immediate close-out of the project and loss of further funding.

(26) (Single Audit Requirements) That if the **LPA** expends $750,000 or more a year in federal financial assistance they shall have an audit made in accordance with 2 CFR 200. **LPA**s expending less than $750,000 a year shall be exempt from compliance. A copy of the audit report must be submitted to the **STATE** (Office of Finance and Administration, Audit Coordination Section, 2300 South Dirksen Parkway, Springfield, Illinois, 62764), within 30 days after the completion of the audit, but no later than one year after the end of the **LPA**'s fiscal year. The CFDA number for all highway planning and construction activities is 20.205.

Federal funds utilized for constructon activities on projects let and awarded by the **STATE** (denoted by an "X" in the State Contract field at the top of page 1) are not included in a **LPA**'s calculation of federal funds expended by the **LPA** for Single Audit purposes.

(27) That the **LPA** is required to register with the System for Award Management or SAM (formerly Central Contractor Registration (CCR)), which is a web-enabled government-wide application that collects, validates, stores, and disseminates business information about the federal government's trading partners in support of the contract award and the electronic payment processes. To register or renew, please use the following website: https://www.sam.gov/portal/public/SAM/#1.

The **LPA** is also required to obtain a Dun & Bradstreet (D&B) D-U-N-S Number. This is a unique nine digit number required to identify subrecipients of federal funding. A D-U-N-S number can be obtained at the following website: http://fedgov.dnb.com/webform.

THE STATE AGREES:

(1) To provide such guidance, assistance and supervision and to monitor and perform audits to the extent necessary to assure validity of the **LPA**'s certification of compliance with Titles II and III requirements.

(2) (State Contracts) To receive bids for the construction of the proposed improvement when the plans have been approved by the **STATE** (and **FHWA**, if required) and to award a contract for construction of the proposed improvement, after receipt of a satisfactory bid.

(3) (Day Labor) To authorize the **LPA** to proceed with the construction of the improvement when Agreed Unit Prices are approved, and to reimburse the **LPA** for that portion of the cost payable from Federal and/or State funds based on the Agreed Unit Prices and Engineer's Payment Estimates in accordance with the Division of Cost on page one.

(4) (Local Contracts) For agreements with Federal and/or State funds in engineering, right-of-way, utility work and/or construction work:

(a) To reimburse the **LPA** for the Federal and/or State share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payment by the **LPA**;

(b) To provide independent assurance sampling, to furnish off-site material inspection and testing at sources normally visited by **STATE** inspectors of steel, cement, aggregate, structural steel and other materials customarily tested by the **STATE**.

IT IS MUTUALLY AGREED:

(1) Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction and federal Buy America provisions.

(2) That this Agreement and the covenants contained herein shall become null and void in the event that the **FHWA** does not approve the proposed improvement for Federal-aid participation within one (1) year of the date of execution of this Agreement.

(3) This Agreement shall be binding upon the parties, their successors and assigns.

(4) For contracts awarded by the **LPA**, the **LPA** shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT – assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The **LPA** shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT – assisted contracts. The **LPA**'s DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this Agreement. Upon notification to the recipient of its failure to carry out its approved program, the **STATE** may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for

enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31U.S.C. 3801 et seq.). In the absence of a USDOT – approved **LPA** DBE Program or on State awarded contracts, this Agreement shall be administered under the provisions of the **STATE**'s USDOT approved Disadvantaged Business Enterprise Program.

(5) In cases where the **STATE** is reimbursing the **LPA**, obligations of the **STATE** shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or applicable Federal Funding source fails to appropriate or otherwise make available funds for the work contemplated herein.

(6) All projects for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement and/or amendment shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of that Act exempt its application.

ADDENDA

Additional information and/or stipulations are hereby attached and identified below as being a part of this Agreement.

Number 1- Location Map. *Number 2 – LPA Appropriation Resolution* Number 3-Traffic Signal Maintenance Number 4-GATA

(Insert Addendum numbers and titles as applicable)

The **LPA** further agrees, as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this Agreement and all Addenda indicated above.

APPROVED

Local Public Agency

Matthew Bogusz
Name of Official (Print or Type Name)

Mayor
Title (County Board Chairperson/Mayor/Village President/etc.)

(Signature) 5-7-2019 Date

The above signature certifies the agency's TIN number is 36-6005849 conducting business as a Governmental Entity.

DUNS Number 074399668

APPROVED

State of Illinois, Department of Transportation

Omer Osman, Acting Secretary 3/11/20 Date

NOTE: If the LPA signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.

APPROVED AS TO FORM ONLY

Des Plaines General Counsel 4/5/19 Dated

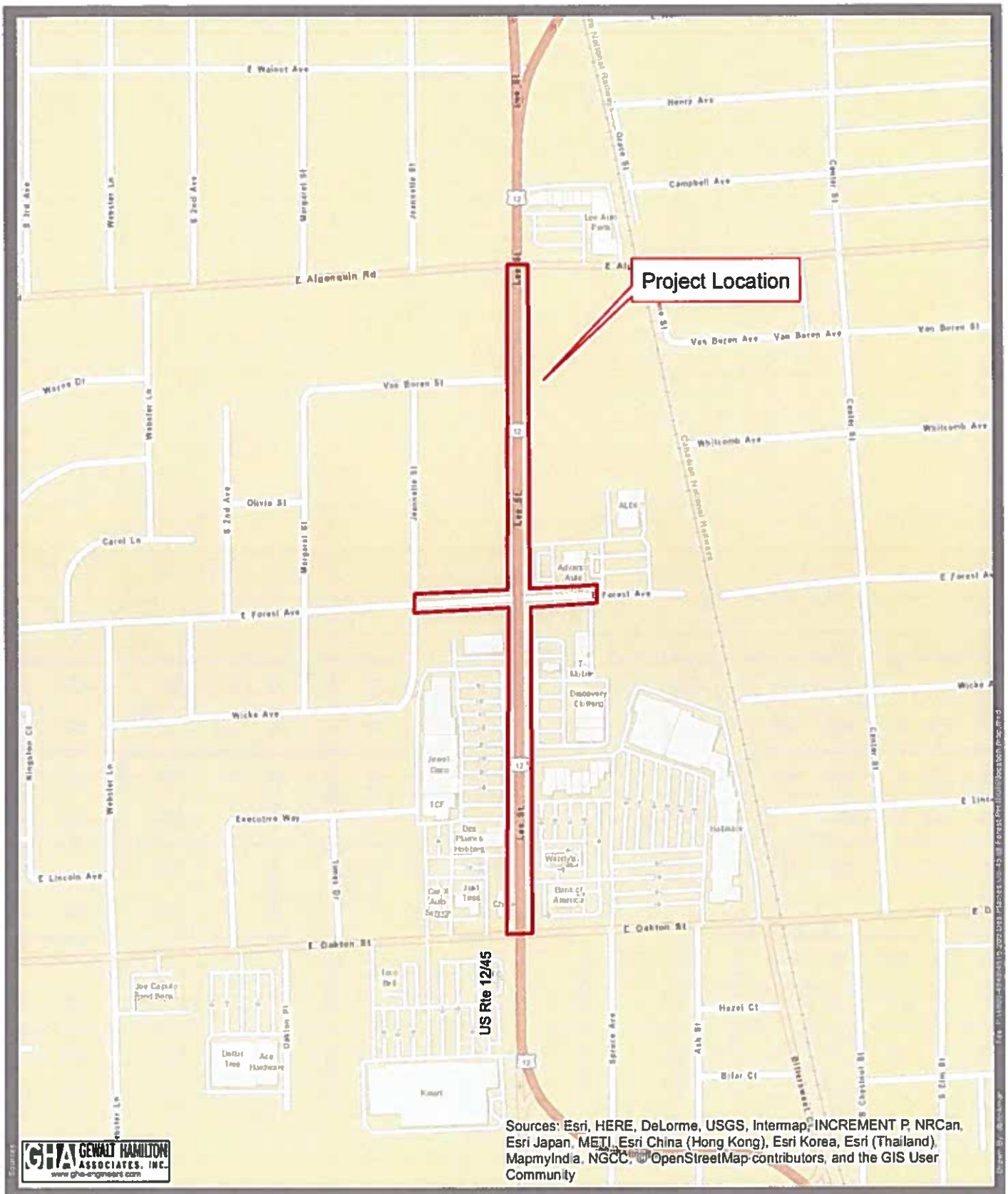
Bureau of Local Roads and Streets
Joint Agreement Approval List

Page	Job Number	Local Agency	Amount of Agreement	Excluded from Approval
1-1	C-91-008-16	Des Plaines	$2,562,476	
1-2	C-91-100-17	Oak Park	$11,662,022	
1-3	C-91-253-13	DuPage County	$2,818,520	
1-4	C-91-006-18	Peotone	$545,000	
1-5	C-91-158-18	Orland Park	$6,380,000	
1-6	C-91-356-19	Homewood	$545,714	
2-1	C-91-059-08	Elwood	$3,466,601	
2-2	C-91-379-13	Niles	$6,885,625	
2-3	C-91-136-18	Lyons	$1,090,000	
2-4	C-91-248-17	Joliet	$3,450,000	
3-1	C-91-398-19	Itasca	$897,103	
3-2	C-97-007-19	Shelbyville	$1,396,662	
3-3	C-98-004-19	Edwardsville	$270,000	
3-4	C-98-005-20	Swansea	$537,416	
4-1	C-93-003-19	DeKalb County	$2,750,000	
4-2	C-94-003-17	Putnam County	$2,185,000	
4-3	C-94-016-19	McDonough County	$1,300,000	
4-4	C-95-068-18	Vermilion County	$400,000	
4-5	C-95-053-19	McLean County	$900,000	
4-6	C-97-050-19	Clay County	$5,461,500	
5-1	C-91-322-12	Batavia	$7,928,377	
5-2	C-93-043-13	Iroquois County	$1,557,500	
5-3	C-94-093-18	Peoria County	$2,000,000	
5-4	C-95-096-18	McLean County	$2,400,000	

The above is a listing of joint agreements for improvements scheduled for the State Letting. The joint funding agreements associated with these projects have been reviewed by the Department and recommended for execution. Concurrence is hereby given to execute the joint funding agreements listed above.

By: _____ By: _____
Omer Osman, Acting Secretary
Joanne Woodworth, Acting Chief Fiscal Officer
Date: 1/15/20 Date: 1-7-20

By: N/A By: _____
Director of Planning and Programming
Phillip E. Kaufmann, Chief Counsel
Date: N/A Date: 12/31/19



Location Map

US Rte 12/45 at Forest Avenue (Des Plaines, Illinois)
14-00220-00-TL

No. 7

CITY OF DES PLAINES

RESOLUTION R - 67 - 19

A RESOLUTION APPROVING THE EXECUTION OF A LOCAL AGENCY AGREEMENT WITH IDOT AND AN ENGINEERING SERVICES AGREEMENT WITH GEWALT HAMILTON ASSOCIATES, INC., IN CONNECTION WITH THE CONSTRUCTION OF THE LEE-FOREST SIGNALIZATION PROJECT.

WHEREAS, Article VII, Section 10, of the 1970 Illinois Constitution authorizes the City to contract with individuals, associations and corporations, in any manner not prohibited by law or ordinance; and

WHEREAS, the City was awarded a grant of federal funds in the amount of $2,024,000 through the Surface Transportation Program (***"STP"***) for the construction of the Lee-Forest Signalization Project (***"Project"***); and

WHEREAS, in order to begin, and to receive STP funds for, the Project, the Illinois Department of Transportation (***"IDOT"***) requires that the City enter into: (i) a Local Agency Agreement for Federal Participation with IDOT setting forth the rights and responsibilities of the City and IDOT in connection with the completion of the Project (***"Local Agency Agreement"***); and (ii) a Construction Engineering Services Agreement for Federal Participation with an engineering firm (***"Engineering Services Agreement"***) for the procurement of construction engineering services for the Project (***"Engineering Services"***); and

WHEREAS, the estimated cost to complete the Project, including construction and the Engineering Services, is $2,562,476; and

WHEREAS, pursuant to the terms of the CMAQ grant and the Local Agency Agreement, $2,024,000 of the cost of the Project will be paid by federal funds (***"Federal Share"***) and the remainder of the cost of the Project will be paid by the City (***"City Share"***), which City Share is estimated to be $538,476; and

WHEREAS, pursuant to the Local Agency Agreement: (i) IDOT will pay the cost of constructing the Project, and the City will reimburse IDOT for the City Share of the construction cost; and (ii) the City will pay the cost of the Engineering Services for the Project, and IDOT will reimburse the City for the Federal Share of the Engineering Services cost; and

WHEREAS, the City has appropriated sufficient funds in the Capital Projects Fund for use by the Department of Public Works and Engineering during the 2019 fiscal year to pay the City Share of the cost of the Project; and

WHEREAS, pursuant to Chapter 10 of Title 1 of the City Code of the City of Des Plaines and Section 7.4(E) of the City's purchasing policy, the City Council has determined that the

procurement of the Engineering Services is not adapted to award by competitive bidding because the Engineering Services require a high degree of professional skill and judgment; and

WHEREAS, in accordance with the IDOT Bureau of Local Roads and Streets Manual Chapter 5 requirements for projects that include federal funds, the City conducted a formal Qualifications Based Selection (QBS) process for the selection of an engineering consultant; and

WHEREAS, as determined pursuant to the QBS process, Gewalt Hamilton Associates, Inc. (***"Consultant"***) submitted the top-ranked proposal; and

WHEREAS, the City desires to enter into the: (i) Local Agency Agreement with IDOT; and (ii) Engineering Services Agreement with Consultant for the performance of the Engineering Services in the not-to-exceed amount of $262,476; and

WHEREAS, the City Council has determined that it is in the best interest of the City to enter into the: (i) Local Agency Agreement with IDOT; and (ii) Engineering Services Agreement with Consultant; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the City Council.

SECTION 2: APPROVAL OF LOCAL AGENCY AGREEMENT. The City Council hereby approves the Local Agency Agreement in substantially the form attached to this Resolution as **Exhibit A**, and in a final form to be approved by the General Counsel.

SECTION 3: AUTHORIZATION TO EXECUTE LOCAL AGENCY AGREEMENT. The City Council hereby authorizes and directs the Mayor and the City Clerk to execute and seal, on behalf of the City, the final Local Agency Agreement.

SECTION 4: WAIVER OF COMPETITIVE BIDDING. The requirement that competitive bids be solicited for the procurement of the Engineering Services is hereby waived.

SECTION 5: APPROVAL OF ENGINEERING SERVICES AGREEMENT. The City Council hereby approves the Engineering Services Agreement in substantially the form attached to this Resolution as **Exhibit B**, and in a final form to be approved by the General Counsel.

SECTION 6: AUTHORIZATION TO EXECUTE THE ENGINEERING SERVICES AGREEMENT. The City Council hereby authorizes and directs the Mayor and the City Clerk to execute and seal, on behalf of the City, the final Engineering Services Agreement.

SECTION 7: AUTHORIZATION TO PAY CITY SHARE. The City Council hereby authorizes the City Manager and the Director of Finance to pay the City Share of the Project costs in accordance with the Local Agency Agreement and the Engineering Services Agreement.

SECTION 8: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law.

PASSED this 1st day of April, 2019.

APPROVED this 1st day of April, 2019.

VOTE: AYES 8 NAYS 0 ABSENT 0

MAYOR

ATTEST:

CITY CLERK

Approved as to form:

Peter M. Friedman, General Counsel

DP-Resolution Approving LAA with IDOT and Agreement with Gewalt Hamilton for Lee-Forest Project

ADDENDUM #3
An addendum to the Local Agency Agreement
City of Des Plaines
Forest Avenue (MUN 4280): Jeannette Street to Dead End
Lee Street (FAP 0330) (US 12/45 & Mannheim Road):
Algonquin Road to Oakton Street
Section No.: 14-00220-00-TL
Project No.: LLB6(445)
Job No.: C-91-008-16
Cook County

CHANGES IN "AGREEMENT PROVISIONS"
UNDER "IT IS MUTUALLY AGREED":

The following items are added:

7. All traffic control equipment to be used in the traffic signal work included herein must be approved by the STATE prior to its installation. The STATE must be notified a minimum of seven (7) working days prior to the final inspection. Final inspection of the signalized intersection will be made by a representative of the STATE, and, if satisfactory, authorization for turn on will be given.

8. Upon acceptance of the traffic signal by the STATE the financial responsibility for maintenance and electrical energy for the operation of the traffic signal at the intersection shall be proportioned as follows:

	MAINTENANCE	ELECTRICAL ENERGY
US 12/45 (Mannheim Rd) at Forest Av	50 % STATE 50 % City of Des Plaines	50 % STATE 50 % City of Des Plaines

and become a part of the Master Agreement executed between the City of Des Plaines and the STATE on July 1, 2011.

9. The actual maintenance of traffic signals at the above intersections will be performed by the STATE with its own forces or through ongoing contractual agreement.

10. The financial responsibility for the maintenance of the "Emergency Vehicle Preemption" equipment at the signalized intersection above shall be borne by the City of Des Plaines.

11. The STATE retains the right to control the sequence and timing of the traffic signals and interconnect.

12. Payment by the STATE of any or all of its share of maintenance is contingent upon the STATE receiving adequate funds in its annual appropriation.

13. It is mutually agreed, if, in the future, the STATE adopts a roadway or traffic signal improvement passing through the signalized intersection which requires modernization or reconstruction to said traffic signal then the City of Des Plaines agrees to be financially responsible for all costs to relocate or reconstruct the emergency vehicle pre-emption equipment with the STATE proposed improvement.

    All costs associated with the installation, future maintenance, or replacement of non-standard Department equipment, finish or hardware shall be the sole responsibility of City of Des Plaines. This includes, but is not limited to, painting of the signal hardware, aesthetic poles, accessible pedestrian signals, etc.

    All provisions, conditions, restrictions and requirements of this agreement shall be binding upon and inure to the benefit of the successors, assigns, administrators, executors or heirs of the parties hereto.

Addendum No. 4

Grant Accountability and Transparency Act (GATA)

Required Uniform Reporting

The Grant Accountability and Transparency Act (30 ILCS 708), requires a uniform reporting of expenditures. Uniform reports of expenditures shall be reported no less than quarterly using IDOT's BoBS 2832 form available on IDOT's web page under the "Resources" tab.

Additional reporting frequency may be required based upon specific conditions, as listed in the accepted Notice of State Award (NOSA). Specific conditions are based upon the award recipient/grantee's responses to the Fiscal and Administrative Risk Assessment (ICQ) and the Programmatic Risk Assessment (PRA).

PLEASE NOTE: Under the terms of the Grant Funds Recovery Act (30 ILCS 705/4.1), "*Grantor agencies may withhold or suspend the distribution of grant funds for failure to file requirement reports*" if the report is more than 30 calendar days delinquent, without any approved written explanation by the grantee, the entity will be placed on the Illinois Stop Payment List. (Refer to the Grantee Compliance Enforcement System for detail about the Illinois Stop Payment List: https://www.illinois.gov/sites/GATA/Pages/ResourceLibrary.aspx)

Illinois Department of Transportation
2300 South Dirksen Parkway / Springfield, Illinois / 62764

February 1, 2021

Ms. Jennifer L. Tsalapatanis
City Clerk
1420 Miner Street/NW Highway
Des Plaines, Illinois 60016

Subject: City: Des Plaines
Section: 14-00220-00-TL
Project: LLB6(445)
Job: C-91-008-16
Joint Agreement - Amendment 1

Dear Ms. Tsalapatanis:

The department executed the subject amendment on January 12, 2021. A copy is enclosed.

Sincerely,

Gregory S. Lupton, P.E.
Local Project Implementation Engineer

Enclosure

cc: Matthew J. Bogusz, Mayor
Jose Rios Region 1 (Acting) Attn: Chad Riddle - District 1
Attn: Programming (Jeanne.Dennison@illinois.gov)
Attn: Project Control (Sara.Reynolds@illinois.gov)
Tim Kell (Attn: Sarahjini.Nunn@illinois.gov)

Illinois Department of Transportation

Local Public Agency Amendment # 1 for Federal Participation

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number
City of Des Plaines	Cook	14-00220-00-TL

Fund Type	ITEP, SRTS, HSIP Number(s)	MPO Name	MPO TIP Number
STU	N/A	CMAP	03-14-0006

☒ Construction on State Letting ☐ Construction Local Letting ☐ Day Labor ☐ Local Administered Engineering ☐ Right-of-Way

Construction		Engineering		Right of Way	
Job Number	Project Number	Job Number	Project Number	Job Number	Project Number
C-91-008-16	LLB6 (445)				

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the **"LPA"** and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as **"STATE"**. The **STATE** and **LPA** jointly propose to improve the designated location as described below. The improvement shall be consulted in accordance with plans prepared by, or on behalf of the **LPA** and approved by the **STATE** using the **STATE's** policies and procedures approved and/or required by the Federal Highway Administration, hereinafter referred to as **"FHWA"**.

LOCATION

Local Street/Road Name	Key Route	Length	Stationing From	Stationing To
Lee St (US 12/45 & Mannheim Rd)	FAP 0330	0.3 mi.	9.1	9.4

Location Termini: Algonquin Road to Oakton Street

Current Jurisdiction	Existing Structure Number(s)
STATE	N/A

Add Location | Remove

LOCATION

Local Street/Road Name	Key Route	Length	Stationing From	Stationing To
Forest Avenue	MUN 4280	0.11mi.	0.81	0.92

Location Termini: Jeannette Street to Dead End

Current Jurisdiction	Existing Structure Number(s)
City of Des Plaines	N/A

Add Location | Remove

LOCAL PUBLIC AGENCY APPROPRIATION

For Amendments Increasing the LPA share: By execution of this Amendment, the LPA attests that additional moneys have been appropriated or reserved by resolution or ordinance to fund the additional share of LPA project costs. A copy of the resolution or ordinance is attached as an addendum **(required for increases to state-let contracts only)**.

ADDENDA

Additional information and/or stipulations are hereby attached and identified below as being a part of this agreement.

☒	1.	Location Map
☒	2.	Division of Cost
☒	3.	Local Agency Resolution

Add Row

BE IT MUTUALLY AGREED that all remaining provisions of the original agreement not altered by the amendment shall remain in full force and effect and the amendment shall be binding upon the inure to the benefit of the parties hereto, their successor and assigns.

The LPA further agrees as a condition of payment, that it accepts and will comply with the application provisions set forth in this amendment and all addenda indicated above.

APPROVED

Local Public Agency

Name of Official (Print or Type Name)

Matthew Bogusz

Title of Official

Mayor

Signature | Date

12-1-20

The above signature certifies the agency's Tin number is

366005849 conducting business as a Governmental Entity.

Duns Number 074399668

APPROVED AS TO FORM ONLY

11/24/20

Des Plaines General Counsel | Dated

APPROVED

State of Illinois
Department of Transportation

Omer Osman P.E., Acting Secretary | Date

1/12/21

Philip C. Kaufmann, Chief Counsel | Date

N/A

Joanne Woodworth, Acting Chief Fiscal Officer | Date

N/A

NOTE: If the LPA signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.

NUMBER 1

GHA GEWALT HAMILTON ASSOCIATES, INC.
www.gha-engineers.com

N

1 inch = 500 Feet

Location Map

US Rte 12/45 at Forest Avenue (Des Plaines, Illinois)
14-00220-00-TL

ADDENDA NUMBER 2

Local Public Agency	County	Section Number
City of Des Plaines	Cook	14-00220-00-TL

Construction		Engineering		Right of Way	
Job Number	Project Number	Job Number	Project Number	Job Number	Project Number
C-91-008-16	LLB6 (445)				

DIVISION OF COST

	Federal Funds			State Funds			Local Public Agency			
Type of Work	Fund Type	Amount	%	Fund Type	Amount	%	Fund Type	Amount	%	Totals
Participating Construction	STU	$2,019,547.00	*					$504,887.00	BAL	$2,524,434.00
Construction Engineering	STU	$209,981.00	*					$52,495.00	BAL	$262,476.00
Total		$2,229,528.00		Total			Total	$557,382.00		$2,786,910.00

Add

If funding is not a percentage of the total place an asterisk (*) in the space provided for the percentage and explain below:

MAXIMUM FEDERAL PARTICIPATION 80% (STU) NTE $2,229,528

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final **LPA** share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

CITY OF DES PLAINES

RESOLUTION R - 160 - 26

A RESOLUTION APPROVING THE APPROPRIATION OF ADDITIONAL FUNDS FOR CITY'S LOCAL SHARE TO ADDRESS INCREASED CONSTRUCTION COSTS FOR THE LEE - FOREST TRAFFIC SIGNALIZATION PROJECT (14-00220-00-TL).

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, authorize and encourage intergovernmental cooperation; and

WHEREAS, the City is an Illinois home-rule municipal corporation authorized by Article VII, Section 6 of the Illinois Constitution to exercise any power or perform any function pertaining to its government and affairs; and

WHEREAS, the City entered into Local Public Agency Agreement with IDOT to construct a new traffic signal at the intersection of Lee Street and Forest Avenue ("***Project***") on April 1, 2019 pursuant to Resolution R-67-19, which committed the City to contribute a local share of the project cost in the amount of $460,000; and

WHEREAS, due to various utility conflicts and other unforeseen conditions that arose during construction, the cost of the Project increased by $317,801.44; and

WHEREAS, as a result of these increased costs, the City's local share of the project cost increased to $598,254.44 ("***Local Share***");

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the City Council.

SECTION 2: LOCAL PROJECT AGREEMENT. Pursuant to the Local Agency Agreement approved on April 1, 2019 under Resolution R-67-19, Illinois Department of Transportation (***"IDOT"***) will pay the cost of constructing the Project, and the City will reimburse IDOT for the Local Share.

SECTION 3: ADDITIONAL APPROPRIATION. There is hereby appropriated the additional sum of $138,254.44 of Capital Projects Funds for the purpose of reimbursing IDOT for the City's Local Share of construction costs for the Project, which is in addition to the $460,000 originally appropriated as the City for the Project.

SECTION 4: CITY'S ACKNOWLEDGEMENT OF FINAL COST OF PROJECT AND INCREASED LOCAL SHARE. The City has received an Explanation of Charges and Final Pay Estimate for the Local Share from IDOT.

SECTION 5: AUTHORIZATION TO RELEASE PAYMENT. The City Manager shall take all necessary actions to remit final payment of the City's local share of the Project cost to the Department of Transportation, on forms available from the Department, for the funds authorized for expenditure under this appropriation.

SECTION 6: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law.

PASSED this ____ day of _____, 2026.

APPROVED this _____ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____
MAYOR

ATTEST:

_____
CITY CLERK

Approved as to form:

_____
Peter M. Friedman, General Counsel

DES PLAINES
ILLINOIS

PUBLIC WORKS AND ENGINEERING DEPARTMENT
1111 Joseph J. Schwab Road
Des Plaines, IL 60016
P: 847.391.5464
desplainesil.gov

MEMORANDUM

Date: June 25, 2026

To: Dorothy Wisniewski, City Manager

From: David Schilf, Superintendent

Cc: Timothy Watkins, Director of Public Works and Engineering
Tom Bueser, Assistant Director of Public Works

Subject: Emergency Water Main Material Purchase – Algonquin and Deane

Issue: Due to a water main break located on the City's 24-inch transmission line located on Algonquin Road under the Canadian National Railway, water main repair materials are required to be purchased. Public Works needs to install new 24-inch water main under the tracks on Algonquin Road from Deane Street to approximately 300 feet west of the tracks.

Analysis: In accordance with Chapter 10 of Title 1 of the City Code and Section 7.5(E)(3) of the City's purchasing policy, competitive bidding procedures and requirements may be dispensed with for emergency procurement, and to reduce any contractual mark-up on materials, Public Works staff contacted regional suppliers of water main materials to provide material pricing for this project. Two suppliers responded and the costs of the material are shown below:

Vendor	Total Price
Mid-American Water	$159,695.40
Core & Main	$163,488.00

Recommendation: We recommend approval of the purchase for emergency water main materials from Mid-American Water, 1125 N. Old Rand Road, Wauconda, IL, 60084, in the amount of $159,695.40. Source of funding will be the Water Fund.

Attachments:
Attachment 1 - Mid-American Water Quote #6308W
Resolution R-161-26

1125 N. Old Rand Road
WAUCONDA, IL 60084

PHONE: 847 487-7766
FAX: 847 487-9876

Quotation

Quote Numbe
6308W

Quote Date
Jun 10, 2026

Cust Phone: 847-824-3136
Cust Fax: 847-297-6801

Quoted to:

City of Des Plaines
1412 Miner Street
Des Plaines, IL 60016

Algonquin Rd WM
IMPORT
Des Plaines, IL 60016

Customer ID	Good Thru	Payment Terms	Sales Rep
des0003	7/10/26	Net 30 Days	17

Quantity	Item	Description	Unit Price	Extension
280.00	dip-cl52p24	24" CL52, Cement Lined, Asphaltic Coated, Fastite DIP	170.02	47,605.60
200.00	dip-cl52p12	12" CL52, Cement Lined, Asphaltic Coated, Fastite DIP	71.36	14,272.00
20.00	dip-cl52p10	10" CL52, Cement Lined, Asphaltic Coated, Fastite DIP	56.67	1,133.40
60.00	dip-cl52p8	8" CL52, Cement Lined, Asphaltic Coated, Fastite DIP	43.24	2,594.40
4.00	dip-gaskfastgrip24	24" Fast Grip Gasket - SBR	975.00	3,900.00
4.00	dip-gaskfastgrip12	12" Fast Grip Gasket - SBR	227.00	908.00
8.00		12x24 SS Casing Spacer	145.00	1,160.00
8.00		24x36 SS Casing Spacer	250.00	2,000.00
2.00		24in Pratt MJ BFV w/SS DI Megalugs *Plus Freight*	14,102.00	28,204.00
5.00	vlv-mjrw12	12" MJ RW Valve w/SS DI Megalugs	3,990.00	19,950.00
1.00	vlv-mjrw8	8" MJ RW Valve w/SS DI Megalugs	2,038.00	2,038.00
3.00	mjf-x45mj24	24" MJ 45 Degree Bend c-153 X w/SS DI Megalugs	3,139.00	9,417.00
2.00	mjf-xlssmj24	24in MJ Lss C153 X w/SS DI Megalugs	2,731.00	5,462.00
1.00	mjf-x22mj24	24in MJ 22 Bend C153 X w/SS DI Megalugs	2,993.00	2,993.00
1.00	mjf-xtmj24x12	24 x 12in MJ Tee X w/SS DI Megalugs	3,620.00	3,620.00
1.00	mjf-xtmj12	12" x 12" MJ Tee c-153 X w/SS DI	1,205.00	1,205.00

Please find attached our quote for the above referenced project. This proposal is our understanding of specifications and materials required for the project. It is the responsibility of the buyer to verify the accuracy of specifications and quantities before completing the order process. If there are any questions, we will gladly work with you to review job parameters.

Subtota	Continued
Sales Ta	Continued
Total	**Continued**

1125 N. Old Rand Road
WAUCONDA, IL 60084

PHONE: 847 487-7766
FAX: 847 487-9876

Quotation

Quote Numbe
6308W

Quote Date
Jun 10, 2026

Quoted to:

City of Des Plaines
1412 Miner Street
Des Plaines, IL 60016

Cust Phone: 847-824-3136
Cust Fax: 847-297-6801

Algonquin Rd WM
IMPORT
Des Plaines, IL 60016

Customer ID	Good Thru	Payment Terms	Sales Rep
des0003	7/10/26	Net 30 Days	17

Quantity	Item	Description	Unit Price	Extension
2.00	mjf-xtmj12x8	Megalugs 12" x 8" MJ Tee c-153 X w/SS DI Megalugs	977.00	1,954.00
1.00	mjf-xlssmj12	12" MJ Long Solid Sleeve c-153 X w/SS DI Megalugs	722.00	722.00
2.00	mjf-x45mj12	12" MJ 45 Degree Bend c-153 X w/SS DI Megalugs	755.00	1,510.00
1.00	mjf-x22mj12	12in MJ 22 Bend C153 X w/SS DI Megalugs	703.00	703.00
1.00	mjf-xredmj12x10	12in X 10in MJ Reducer C153 X w/SS DI Megalugs	581.00	581.00
2.00	mjf-xredmj12x8	12in X 8in MJ Reducer C153 X w/SS DI Megalugs	503.00	1,006.00
1.00	mjf-x45mj10	10" MJ 45 Degree Bend c-153 X w/SS DI Megalugs	570.00	570.00
1.00	mjf-xlssmj10	10" MJ Long Solid Sleeve c-153 X w/SS DI Megalugs	577.00	577.00
7.00	mjf-x45mj8	8" MJ 45 Degree Bend c-153 X w/SS DI Megalugs	382.00	2,674.00
3.00	mjf-xlssmj8	8" MJ Long Solid Sleeve c-153 X w/SS DI Megalugs	425.00	1,275.00
1.00	mjf-xtmj8	8" x 8" MJ Tee c-153 X w/SS DI Megalugs	633.00	633.00
1.00	mjf-cismj8	8" MJ x PE Cutting-In Sleeve	1,028.00	1,028.00

Please find attached our quote for the above referenced project. This proposal is our understanding of specifications and materials required for the project. It is the responsibility of the buyer to verify the accuracy of specifications and quantities before completing the order process. If there are any questions, we will gladly work with you to review job parameters.

Subtota	159,695.40
Sales Ta	
Total	**159,695.40**

CITY OF DES PLAINES

RESOLUTION R - 161 - 26

A RESOLUTION RATIFYING THE EMERGENCY PROCUREMENT OF WATER MAIN REPAIR MATERIALS FROM MID-AMERICAN WATER INC.

WHEREAS, the City is a home rule municipal corporation pursuant to Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the City of Des Plaines (***"City"***) to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, on May 30, 2026, the City determined that a water main break had occurred on the distribution system 24" transmission line located at Algonquin Road under the Canadian National Railroad; and

WHEREAS, the damaged water main required immediate repairs to ensure the City's water distribution system continued to work properly and preserve the integrity of the CN railroad track; and

WHEREAS, given the urgent nature of the situation, the City determined it was necessary to engage an outside contractor to assist Public Works crews with the work (***"Emergency Repair Services"***); and

WHEREAS, in an effort reduce any contractual mark-up on materials, Public Works staff contacted regional suppliers of water main materials necessary for the Emergency Repair Services, including more than 300 lineal feet of replacement main (collectively, ***"Materials"***) to provide material pricing for this project.

WHEREAS, City staff determined that Mid-American Water, Inc. of Wauconda, Illinois (***"Vendor"***) provided the lowest responsible quote for the Materials in the amount of $159,695.40 and initiated the procurement; and

WHEREAS, in accordance with Chapter 10 of Title 1 of the City Code of the City of Des Plaines, as amended (***"City Code"***) and Section 7.5(E)(3) of the City's purchasing policy, competitive bidding procedures and requirements may be dispensed with for emergency procurement; and

WHEREAS, the City's Fiscal Year 2026 Budget provides sufficient funds for the procurement of the Materials from the Vendor under line item Water Fund; and

WHEREAS, based on these factors, City recommends that the City Council authorize the procurement of the Materials from the Vendor in the not-to-exceed amount of $159,695.40; and

WHEREAS, the City Council has considered this procurement and determined that it is in the best interests of the City and the public to approve this expenditure.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the City Council.

SECTION2: RATIFICATION OF PROCUREMENT. The procurement of the Materials from the Vendor in the not-to-exceed amount of $159,695.40 is hereby ratified.

SECTION 3: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law in the manner provided by law.

PASSED this _____ day of _____, 2026.

APPROVED this _____ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

MAYOR

ATTEST:

CITY CLERK

Approved as to form:

Peter M. Friedman, General Counsel

DES PLAINES
ILLINOIS

PUBLIC WORKS AND ENGINEERING DEPARTMENT
1111 Joseph J. Schwab Road
Des Plaines, IL 60016
P: 847.391.5464
desplainesil.gov

MEMORANDUM

Date: June 25, 2026

To: Dorothy Wisniewski, City Manager

From: Tom Bueser, Assistant Director of Public Works

Cc: Timothy Watkins, Director of Public Works and Engineering

Subject: Approve Professional Services Agreement for Utility Water Loss and Billing Audit Review

---

Issue: The City needs to conduct a comprehensive utility billing review to maintain compliance with the Illinois Department of Natural Resources.

Analysis: The proposed utility billing review will provide potential financial, operational, and environmental benefits within the Water/Sewer Enterprise Fund. At its January 5, 2026, meeting, City Council approved a Professional Services Agreement for Water Rate and Fee Study Professional Consulting Services with Baxter & Woodman Consulting Engineers. Based on their current knowledge and data obtained from the rate study, Baxter & Woodman is uniquely positioned to complete the utility water loss and billing audit review. The audit review is expected to take approximately 5 months upon notice to proceed. Upon completion, recommendations will be made to the City Council with actionable recommendations to improve water accountability.

Recommendation: We recommend that the City Council approve a Professional Services Agreement for Consulting Services with Baxter & Woodman Consulting Engineers, 8840 West 192nd Street, Mokena, IL 60448, in the amount of $43,000. Funding for this expenditure will be from the Water/Sewer Fund.

Attachments:
Resolution R-162-26
Exhibit A – Professional Services Agreement

CITY OF DES PLAINES

RESOLUTION R - 162 - 26

A RESOLUTION APPROVING AN AGREEMENT WITH BAXTER & WOODMAN CONSULTING ENGINEERS TO CONDUCT A COMPREHENSIVE UTILITY BILLING REVIEW FOR THE CITY.

WHEREAS, Article VII, Section 10 of the 1970 Illinois Constitution authorizes the City to contract with individuals, associations, and corporations in any manner not prohibited by law or ordinance; and

WHEREAS, the City desires to retain a qualified engineering firm to conduct a utility water loss and billing audit review (***"Services"***); and

WHEREAS, Water Division staff have determined that Baxter and Woodman Consulting Engineers (***"Consultant"***) is uniquely positioned to complete the Services based on their current knowledge and data obtained from the water rate and fee study performed earlier this year; and

WHEREAS, the Services would provide the City with potential financial, operational, and environmental benefits within the Water/Sewer Enterprise Fund to improve water accountability; and

WHEREAS, based on this, the City seeks to enter into a professional services agreement for consulting services (***"Agreement"***) to provide the Services; and

WHEREAS, the Consultant has provided a proposal to provide the Services in the amount of $43,000; and

WHEREAS, pursuant to Chapter 10 of Title 1 of the City Code of the City of Des Plaines and the City's purchasing policy, the City Council has determined that the procurement of the Services is not adapted to award by competitive bidding because the Services require a high degree of professional skill where the ability or fitness of the individual plays an important part; and

WHEREAS, the City desires to enter into the Agreement with Consultant for the performance of Services in the not-to-exceed amount of $43,000; and

WHEREAS, the City Council has determined that it is in the best interest of the City to enter into the Agreement with Consultant;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the City Council.

SECTION 2: APPROVAL OF AGREEMENT. The Agreement, in substantially the form attached to this Resolution as **Exhibit A**, and in a final form approved by the General Counsel, is hereby approved.

SECTION 3: EXECUTION OF AGREEMENT. The City Manager is hereby authorized to execute, and the City Clerk to seal, on behalf of the City, the final Agreement.

SECTION 4: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law.

PASSED this ___ day of _____, 2026.

APPROVED this ___ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____
MAYOR

ATTEST:

_____
CITY CLERK

Approved as to form:

_____
Peter M. Friedman, General Counsel

DP-Resolution Approving Agreement with Baxter & Woodman

CITY OF DES PLAINES
PROFESSIONAL SERVICES AGREEMENT
FOR UTILITY WATER LOSS and BILLING AUDIT
PROFESSIONAL CONSULTING SERVICES

THIS AGREEMENT (***"Agreement"***) is dated as of the ____ day of _____, 20___ (***"Effective Date"***) and is by and between the City of Des Plaines, an Illinois home rule municipal corporation (***"City"***), and Baxter & Woodman Consulting Engineers (***"the Consultant"***) (collectively, the ***"Parties"***).

IN CONSIDERATION OF the agreements set forth in this Agreement, the receipt and sufficiency of which are mutually acknowledged, and pursuant to the City's statutory and home rule powers, the Parties agree as follows:

SECTION 1. SCOPE AND PROVISION OF SERVICES.

A. Engagement of the Consultant. The City hereby engages the Consultant to review current utility billing practices in accordance with established City Policy (collectively, the ***"Services"***), which Services are further described in the Scope of Services submitted by the Consultant, a copy of which is attached as ***Exhibit A*** to this Agreement (***"Scope of Services"***). The Consultant must provide the Services pursuant to the terms and conditions of this Agreement and as described more fully in the Scope of Services.

B. Commencement; Time of Performance. The Consultant will commence the Services on Authorization to Proceed (***"Commencement Date"***). The Consultant will diligently and continuously prosecute the Services until 150 days from notice to proceed. (***"Time of Performance"***).

C. Reporting. The Consultant will regularly report to the City regarding the progress of the Services during the term of this Agreement.

D. Relationship of the Parties. The Consultant will act as an independent contractor in providing and performing the Services. Nothing in, nor done pursuant to, this Agreement will be construed to: (i) create the relationship of principal and agent, employer and employee, partners, or joint venturers between the City and the Consultant; or (ii) create any relationship between the City and any subcontractor of the Consultant.

E. Information Releases. The Consultant will not issue any news releases or other public statements regarding the Services without prior approval from the City.

F. Mutual Cooperation. The City will cooperate with the Consultant in the performance of the Services, including meeting with the Consultant and providing the Consultant with any non-confidential information that the City may have that may be relevant and helpful to the Consultant's performance of the Services. The Consultant agrees to cooperate with the City in the performance of the Services to complete the Work and with any other the Consultants engaged by the City.

G. Compliance with Laws and Grants.

1. The Consultant will give all notices, pay all fees, and take all other actions that may be necessary to ensure that the Services are provided, performed, and completed in

accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required or necessary in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq*., and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq*. The Consultant will also comply with all conditions of any federal, state, or local grant received by City or the Consultant with respect to this Agreement or the Services.

2. The Consultant will be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with the Consultant's, or its subcontractors', performance of, or failure to perform, the Services or any part of the Services.

3. Every provision of law required by law to be inserted into this Agreement will be deemed to be inserted herein.

SECTION 2. COMPENSATION AND METHOD OF PAYMENT.

A. Compensation. The total amount billed by the Consultant for the Services under this Agreement will not exceed $43,000.00 (***"Compensation"***), as outlined in the Scope of Services**,** including reimbursable expenses as identified in the Scope of Services, without the prior express written authorization of the City.

B. Invoices and Payment. The Consultant will be paid as provided in the Scope of Services. The Consultant will submit invoices to the City in an approved format for those portions of the Services performed and completed by the Consultant. The City will pay to the Consultant the amount billed in accordance with the Illinois Prompt Payment Act, 50 ILCS 505/1 *et seq.*

C. Records. The Consultant will maintain records showing actual time devoted and costs incurred, and will permit the authorized representative of the City to inspect and audit all data and records of the Consultant for work done under this Agreement. The records required to be made available to the City under this Section 2.C will be made available at reasonable times during the term of this Agreement, and for five years after the termination of this Agreement.

D. Claim in Addition to Compensation. If the Consultant claims a right to additional compensation as a result of action taken by the City, the Consultant must provide written notice to the City of the claim within seven days after occurrence of the action, and no claim for additional compensation will be valid unless made in accordance with this Section 2.D. Any changes in the Compensation will be valid only upon written amendment pursuant to Section 10.A of this Agreement. Regardless of the decision of the City relative to a claim submitted by the Consultant, the Consultant will proceed with all of the Services required to complete the Services under this Agreement as determined by the City without interruption.

E. Taxes, Benefits, Royalties. The Compensation includes all applicable federal, state, and local taxes of every kind and nature applicable to the Services, including, without limitation, all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties and fees

arising from the use on, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. The Consultant waives and releases any claim or right to claim additional compensation by reason of the payment of any tax, contribution, premium, costs, royalties, or fees.

F. Completion and Acceptance of Services. The Services, and any phase of the Services, will be considered complete on the date of final written acceptance by the City of the Services or each phase of the Services, as the case may be.

G. Additional Services. The City will not be liable for any costs incurred by the Consultant in connection with any services provided by the Consultant that are outside the scope of this Agreement (***"Additional Services"***), regardless of whether the Additional Services are requested or directed by the City, except upon the prior written consent of the City Manager after approval in accordance with applicable procedures.

H. No Additional Obligation. The City is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Consultant, or with any vendor solicited or recommended by the Consultant.

SECTION 3. PERSONNEL; SUBCONTRACTORS.

A. Key Project Personnel. The employees, officials, and personnel of the Consultant described in the Scope of Services (***"Key Project Personnel"***), if any, will be primarily responsible for carrying out the Services on behalf of the Consultant. The Key Project Personnel may not be changed without the City's prior written approval. The Consultant will notify the City as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Key Project Personnel. The Consultant will have no claim for damages and may not bill the City for additional time and materials charges as the result of any portion of the Services that must be duplicated or redone due to termination or for any delay or extension of the Time of Performance as a result of any termination, reassigning, or resignation.

B. Availability of Personnel. The Consultant will provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in this Agreement or in the Scope of Services.

C. Approval and Use of Subcontractors. The Consultant will perform the Services with its own personnel and under the management, supervision, and control of its own organization, unless otherwise approved by the City in writing. All subcontractors and subcontracts used by the Consultant will be acceptable to, and approved in advance by, the City. The City's approval of any subcontractor or subcontract will not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by this Agreement. All Services performed under any subcontract will be subject to all of the provisions of this Agreement in the same manner as if performed by employees of the Consultant. For purposes of this Agreement, the term "Consultant" will be deemed also to refer to all subcontractors of the Consultant, and every subcontract will include a provision binding the subcontractor to all provisions of this Agreement.

D. Removal of Personnel and Subcontractors. If any personnel or subcontractor fails to perform the Services in a manner satisfactory to the City, then, immediately upon notice from the City, the Consultant will remove and replace the personnel or subcontractor. The

Consultant will have no claim for damages, for compensation in excess of the amount contained in this Agreement or for a delay or extension of the Time of Performance as a result of any removal or replacement.

SECTION 4. TERM OF AGREEMENT.

A. Term. The term of this Agreement, unless terminated pursuant to the terms of this Agreement, will expire on the date the City determines that all of the Services under this Agreement, including warranty services, are completed. A determination of completion will not constitute a waiver of any rights or claims that the City has, before or after completion, with respect to any breach of this Agreement by the Consultant or any right of indemnification of the City by the Consultant.

B. Termination. Notwithstanding any other provision hereof, the City may terminate this Agreement, at any time and for any reason, upon seven days prior written notice to the Consultant. In the event that this Agreement is so terminated, the Consultant will be paid for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the Services completed as determined as provided in the Scope of Services.

SECTION 5. CONFIDENTIAL INFORMATION; OWNERSHIP OF WORK PRODUCT AND DOCUMENTS.

A. Confidential Information. In the performance of this Agreement, the Consultant may have access to or receive certain information in the possession of the City that is not generally known to members of the public (***"Confidential Information"***). Confidential Information includes, without limitation, proprietary information, copyrighted material, personal or private data of every kin, financial information, health records and information, maps, and all other information of a personal nature. The Consultant must not use or disclose any Confidential Information without the prior written consent of the City. If the Consultant has any doubt about the confidentiality of any information, then the Consultant must seek a determination from the City regarding the confidentiality of the information. The Consultant and all of its personnel and subcontractors must make and apply all safeguards necessary to prevent the improper use or disclosure of any Confidential Information. At the expiration or termination of this Agreement, the Consultant must promptly cease using, and must return or destroy (and certify in writing destruction of), all Confidential Information, including all copies, whether physical or in any other form, in its possession. The Consultant may not transfer to, store in, or otherwise allow work product containing Confidential Information to be located in any location, whether physical or digital, not under the control of the Consultant. If the Consultant is required, by any government authority or court of competent jurisdiction, to disclose any Confidential information, the Consultant must immediately give notice to the City with the understanding that the City will have the opportunity to contest the process by any means available to it prior to submission of any documents to a court or other third party. The Consultant must cause all of its personnel and subcontractors to undertake and abide by the same obligations regarding Confidential Information as the Consultant.

B. Ownership. The Consultant agrees that all work product, in any form, prepared, collected, or received by the Consultant in connection with any or all of the Services to be performed under this Agreement will be and remain the exclusive property of the City. At the City's request, or upon termination of this Agreement, the Consultant will cause the work product to be promptly delivered to the City. Any outstanding payment obligations may not be

used as a basis to withhold work product. The Consultant agrees that, to the extent permitted by law, any and all work product will exclusively be deemed "works for hire" within the meaning and purview of the United States Copyright Act, 17 U.S.C. § 101 et seq subject to the terms of this Agreement. To the extent any work product does not qualify as a "work for hire," the Consultant irrevocably grants, assigns, and transfers to the City all right, title, and interest in and to the work product in all media throughout the world in perpetuity and all intellectual property rights therein, free and clear of any liens, claims, or other encumbrances, to the fullest extent permitted by law. All intellectual property, Confidential Information, and work product will at all times be and remain the property of the City. The Consultant will execute all documents and perform all acts that the City may request in order to assist the City in perfecting or protecting its rights in and to the work product and all intellectual property rights relating to the work product. All of the foregoing items will be delivered to the City upon demand at any time and in any event, will be promptly delivered to the City upon expiration or termination of this Agreement within three days after a demand. In addition, the Consultant will return the City's data in the format requested by the City. If any of the above items are lost or damaged while in the Consultant's possession, those items will be restored or replaced at the Consultant's expense.

C. Freedom of Information Act and Local Records Act. The Consultant acknowledges that this Agreement, all documents submitted to the City related to this Agreement, and records in the possession of the Consultant related to this Agreement or the Services may be a matter of public record and may be subject to the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq*., and any other comparable state or federal laws now existing or adopted later (collectively, the ***"Disclosure Laws"***). In the event that the City requests records from the Consultant, the Consultant shall promptly cooperate with the City to enable the City to meet all of its obligations under the applicable Disclosure Law. The Consultant acknowledges and agrees that the determination as to whether information in the records is exempt from disclosure or should be released to the public will be made by the City in its sole and absolute discretion.

D. Injunctive Relief. In the event of a breach or threatened breach of this Section 5, the City may suffer irreparable injury not compensable by money damages and would not have an adequate remedy at law. Accordingly, the Consultant agrees that the City will be entitled to seek immediate injunctive relief to prevent or curtail any breach, threatened or actual. The rights provided under this Section 5.D are in addition and without prejudice to any rights that the City may have in equity, by law or statute. The Consultant will fully cooperate with the City in identifying the scope of any improper use or dissemination of data protected by this Section 5 and will assist the City in any notification efforts required by law.

SECTION 6. WARRANTY.

The Consultant warrants that the Services will be performed in accordance with the highest standards of professional practice, care, skill, and diligence practiced by recognized consulting firms or licensed and accredited professionals in performing services of a similar nature. This warranty is in addition to any other warranties expressed in this Agreement, or expressed or implied by law, which are reserved unto the City. Any of the Services required by law or by this Agreement to be performed by licensed professionals will be performed by professionals licensed by the State of Illinois to practice in the applicable professional discipline.

SECTION 7. CONSULTANT REPRESENTATIONS.

A. Ability to Perform. represents that it is financially solvent, has the necessary financial resources, has sufficient experience and competence, and has the necessary capital, facilities, organization, and staff necessary to provide, perform, and complete the Services in accordance with this Agreement and in a manner consistent with the standards of professional practice by recognized consulting firms providing services of a similar nature.

B. Authorization. The execution, delivery and performance by the Consultant of this Agreement has been duly authorized by all necessary corporate action, and does not and will not violate its organizational documents, as amended and supplemented, any of the applicable requirements of law, or constitute a breach of or default under, or require any consent under, any agreement, instrument, or document to which the Consultant is now a party or by which the Consultant is now or may become bound.

C. Company Background. The information disclosed by the Consultant regarding its corporate structure, financial condition, expertise, and experience is true and correct. The Consultant will promptly notify City in writing of any material change to or about the Consultant, including without limitation to change in ownership or control, and any change will be subject to City approval which will not be unreasonably withheld.

D. Conflict of Interest. The Consultant represents and certifies that, to the best of its knowledge: (1) no City employee, official, or agent has an interest in the business of the Consultant or this Agreement; (2) as of the date of this Agreement, neither the Consultant nor any person employed or associated with the Consultant has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Consultant nor any person employed by or associated with the Consultant will at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

E. No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq.*; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 2012, 720 ILCS 5/33E-1 *et seq. The Consultant* represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the City prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it is found that the Consultant has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Consultant will be liable to the City for all loss or damage that the City may suffer, and this Agreement will, at the City's option, be null and void.

F. Sexual Harassment Policy. The Consultant certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A)(4).

G. No Default. The Consultant is not in arrears to the City under any debt or contract and is not in default as surety, contractor, or otherwise to any person, unless as disclosed the City in writing.

H. No Legal Actions Preventing Performance. As of the Effective Date, the Consultant has no knowledge of any action, suit, proceeding, claim or investigation pending or to its knowledge threatened against the Consultant in any court, or by or before any federal, state, municipal, or governmental department, commission, board, bureau, agency, or instrumentality, domestic or foreign, or before any arbitrator of any kind, that, if adversely determined, would materially affect the Consultant's ability to perform its obligation under this Agreement.

I. Patriot Act Compliance. The Consultant represents and warrants to the City that neither the Consultant nor any of its principals, shareholders, or other employees or officials (collectively ***"Personnel"***) is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Consultant further represents and warrants that the Consultant and its Personnel are not directly or indirectly engaged in or facilitating transactions related to this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Consultant must, and will, defend, indemnify, and hold harmless the City and its officials, officers, authorities, and all City elected or appointed officials, officers, employees, agents, representatives, and attorneys from and against every claim, damage, loss, risk, liability, and expense (including attorneys' fees and costs) arising from or related to any breach of the representations and warranties in this Section 7.I.

SECTION 8. INDEMNIFICATION; INSURANCE; NO PERSONAL LIABILITY.

A. Indemnification. The Consultant agrees to, and does hereby, hold harmless and indemnify the City and all City elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from any and all claims that may be asserted at any time against any of those parties in connection with this Agreement or the Consultant's performance, or failure to perform, all or any part of the Services; provided, however, that this indemnity does not, and will not, apply to willful misconduct or gross negligence on the part of the City.

B. Insurance. Contemporaneous with the Consultant's execution of this Agreement, the Consultant will provide certificates of insurance, all with coverages and limits acceptable to the City, and the Consultant must provide certificates of insurance, endorsements, and insurance policies acceptable to the City and including at least the minimum insurance coverage and limits set forth in **Exhibit B** to this Agreement. For good cause shown by the Consultant, the City may extend the time for submission of the required certificates, endorsements, and policies and may impose deadlines or other terms to assure compliance with this Section 8.B. Each certificate and endorsement must be in a form acceptable to the City and from a company with a general rating of A minus, and a financial size category of Class X or better, in Best's Insurance Guide. Each insurance policy must provide that no change, modification, or cancellation of any insurance will become effective until the expiration of 30 days after written notice of the change, modification in, or cancellation will have been given by the insurance company to the City (10 days' written notice in the event of cancelation due to the Consultant's non-payment of premium). The Consultant must maintain and keep in force, at all times during the term of this Agreement and at the Consultant's expense, the insurance coverage provided in this Section 8.B and **Exhibit B**, including without limitation at all times while correcting any failure to meet the warranty requirements of Section 6 of this Agreement.

C. No Personal Liability. No elected or appointed official, or employee of the City will be personally liable, in law or in contract, to the Consultant as the result of the execution and performance of this Agreement.

SECTION 9. DEFAULT.

A. Default. If the City determines that the Consultant has failed or refused to properly undertake the Services with diligence, or has delayed in the undertaking of, the Services with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Agreement, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other requirement of this Agreement (***"Event of Default"***), and fails to cure any the Event of Default within ten days after the Consultant's receipt of written notice of the Event of Default from the City, then the City will have the right, notwithstanding the availability of other remedies provided by law or equity, to pursue any one or more of the remedies provided for under Section 9.B of this Agreement.

B. Remedies. In case of any Event of Default, the City may pursue the following remedies:

1. Cure by the Consultant**.** The City may require the Consultant, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Consultant and the Services into compliance with this Agreement;

2. Termination of Agreement. The City may terminate this Agreement and, notwithstanding anything in Section 3.C. of this Agreement, the City will not have any liability for further payment of amounts due or to become due under this Agreement;

3. Withholding of Payment**.** The City may withhold from any payment, whether or not previously approved, or may recover from the Consultant, any and all costs, including attorneys' fees and administrative expenses, incurred by the City as the result of any Event of Default by the Consultant or as a result of actions taken by the City in response to any Event of Default by the Consultant.

SECTION 10. GENERAL PROVISIONS.

A. Amendment. No amendment to this Agreement will be effective unless and until the amendment is in writing, properly approved in accordance with applicable procedures, and executed.

B. Assignment. Neither Party may assign their rights or obligations under this Agreement without the prior written consent of the other party.

C. City Actions, Consents, and Approvals. Any action, consent, or approval needed to be taken or given under this Agreement by the City may only be performed by the City Manager or their designee, to the extent provided for by law.

D. Binding Effect. The terms of this Agreement bind and inure to the benefit of the Parties and their agents, successors, and assigns.

E. Notice. Any notice required to be given under this Agreement must be in writing and must be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (iv) by E-mail. E-mail notices will be deemed valid and received by the addressee only upon explicit or implicit acknowledgment of receipt by the addressee. Unless otherwise expressly provided in this Agreement, notices will be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section 10.E, each party will have the right to change the address or the addressee, or both, for all future notices to the other party, but no notice of a change of addressee or address will be effective until actually received.

Notices to the City will be addressed to, and delivered at, the following address:

City of Des Plaines
1420 Miner Street
Des Plaines, Illinois 60016
Attention: City Manager
E-mail: dwisniewski@desplaines.org

With a copy to:

Elrod Friedman LLP
350 N. Clark Street, Second Floor
Chicago, Illinois 60654
Attention: Peter Friedman, General Counsel
E-mail: Peter.Friedman@elrodfriedman.com

Notices to the Consultant will be addressed to, and delivered at, the following address:

Baxter & Woodman Consulting Engineers
8840 W 192nd Street
Mokena, IL 60448
Attn: Brent W. Perz
Email: bperz@baxterwoodman.com

With a copy to:

Baxter & Woodman Consulting Engineers
8840 W 192nd Street
Mokena, IL 60448
Attn: Mark Siefert
Email: msiefert@baxterwoodman.com

F. Third Party Beneficiary. The provisions of this Agreement are and will be for the benefit of the Consultant and the City only and are not for the benefit of any third party, and accordingly, no third party shall have the right to enforce the provisions of this Agreement. The City will not be liable to any vendor or other third party for any agreements made by the Consultant, purportedly on behalf of the City, without the knowledge and approval of the Corporate Authorities.

G. Severability. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the City will have the right, in its sole and absolute discretion, to determine if (i) the remainder of the provisions of this Agreement will remain in full force and effect and will in no way be affected, impaired, or invalidated, or (ii) the entire agreement shall be invalid, void, and unenforceable.

H. Time of the Essence. Time is of the essence in the performance of this Agreement.

I. Governing Laws. This Agreement will be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois.

J. Venue. Exclusive jurisdiction with regard to the any actions or proceedings arising from, relating to, or in connection with this Agreement will be in the Circuit Court of Cook County, Illinois or, where applicable, in the federal court for the Northern District of Illinois. The Parties waive their respective right to transfer or change the venue of any litigation filed in the Circuit Court of Cook County, Illinois.

K. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes any and all previous or contemporaneous oral or written agreements and negotiations between the City and the Consultant with respect to the Scope of Services and the Services.

L. Non-Waiver. No waiver of any provision of this Agreement will be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor will any waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.

M. Exhibits. Exhibits A and **B** attached to this Agreement are, incorporated in and made a part of this Agreement. In the event of a conflict between any Exhibit and the text of this Agreement, the text of this Agreement will control.

N. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement will be cumulative and will not be exclusive of any other rights, remedies, and benefits allowed by law.

O. Consents. Unless otherwise provided in this Agreement, whenever the consent, permission, authorization, approval, acknowledgement, or similar indication of assent of any party to this Agreement, or of any duly authorized officer, employee, agent, or representative of any party to this Agreement, is required in this Agreement, the consent, permission, authorization, approval, acknowledgement, or similar indication of assent must be in writing.

P. Interpretation. This Agreement will be construed without regard to the identity of the Party which drafted the various provisions of this Agreement. Every provision of this Agreement will be construed as though all Parties to this Agreement participated equally in the drafting of this Agreement. Any rule or construction that a document is to be construed against the drafting party will not be applicable to this Agreement.

Q. Survival. The provisions of Sections 6, 7, and 8 will survive the termination or expiration of the Agreement.

R. Calendar Days; Calculation of Time Periods. Unless otherwise specific in this Agreement, any reference to days in this Agreement will be construed to be calendar days. Unless otherwise specified, in computing any period of time described in this Agreement, the day of the act or event on which the designated period of time begins to run is not to be included and the last day of the period so computed is to be included, unless the last day is a Saturday, Sunday or legal holiday under the laws of the State in which the Property is located, in which event the period shall run until the end of the next day which is neither a Saturday, Sunday or legal holiday. The final day of any period will be deemed to end at 5:00 p.m., Central time.

S. Counterpart Execution. This Agreement may be executed in several counterparts, each of which, is deemed to be an original, but all of which together will constitute one and the same instrument.

ATTEST:

By: _____
City Clerk

CITY OF DES PLAINES

By: _____
City Manager

ATTEST:

By:_____

Title:_____

CONSULTANT

By: _____

Its: _____

EXHIBIT A

SCOPE OF WORK
[CONSULTANT PROPOSAL BELOW]

June 22, 2026

Mr. Timothy Watkins
Director of Public Works & Engineering
City of Des Plaines
111 Joseph Schwab Road
Des Plaines, IL 60016

Subject: Water Loss and Utility Billing Audit

Dear Mr. Watkins:

The City of Des Plaines has experienced water losses exceeding 20 percent over the past year, with water main breaks and potential billing inaccuracies identified as the primary contributing factors. To better understand and address these losses, the City has requested that Baxter & Woodman conduct a comprehensive water loss and utility billing audit. This effort would include identifying and quantifying sources of water loss within the system, performing an account audit to verify billing accuracy and account classifications, and completing a detailed water use tracking assessment to reconcile production with billed consumption. In addition, a focused evaluation of large water users would be conducted to assess usage patterns, metering accuracy, and potential inefficiencies. Together, these analyses will provide the City with a clearer understanding of system losses and actionable recommendations to improve water accountability and revenue capture.

Baxter & Woodman, Inc., is pleased to submit the following proposal. This proposal outlines our scope of services and engineering fee.

Scope of Services

1. PROJECT MANAGEMENT AND COORDINATION – Our team will coordinate with the City to establish the basis for the study and facilitate completion of the project through:

    1.1 Conducting a project kickoff meeting with City staff.

    1.2 Conduct up to three additional virtual progress meetings to review project status.

    1.3 Providing project management and quality assurance services.

2. WATER AUDIT – Using data provided by the City (to be provided to Baxter & Woodman in an excel format), our team will perform a water audit to evaluate system water accountability and identify potential sources of water loss, including:

    2.1 Reviewing water production, purchase, and consumption records from the past 5 years.

2.2 Comparing operational and billing data to evaluate data consistency and accuracy.

2.3 Quantifying apparent and real water losses and identifying potential causes of water loss.

2.4 Review Water Main Break Data, and locations to help quantify water loss

2.5 Reviewing available metering and instrumentation information to identify opportunities for improved system monitoring and water loss management.

2.6 Completing up to one site visit with City staff to review documentation necessary to complete the water audit.

3. ACCOUNT AUDIT – Our team will review customer account and billing information to identify discrepancies and opportunities to improve account management by:

3.1 Evaluating active, inactive, and suspended customer accounts.

3.2 Reviewing account trends and account status classifications.

3.3 Assessing procedures for account activation, deactivation, and reinstatement.

3.4 Identifying potential billing, account management, and customer data inconsistencies.

3.5 Completing up to one site visit with City staff to review customer account, billing, and related records necessary to support the audit.

4. WATER USE TRACKING ASSESSMENT – Baxter & Woodman will evaluate existing processes for tracking water usage and transferring data between operational and billing systems, including:

4.1 Reviewing meter reading, data collection, and billing workflows.

4.2 Evaluating the transfer of usage data between metering infrastructure and billing software.

4.3 Identifying potential gaps in data collection, reporting, or billing processes.

4.4 Reviewing differences in billing frequencies and practices among customer classes.

4.5 Identifying opportunities to improve water use tracking and reporting.

4.6 Completing up to one site visit with City staff to review metering, billing, and water use tracking processes and evaluate data transfer between operational and billing systems.

5. LARGE USER ASSESSMENT – Our team will evaluate water usage characteristics of the City's largest customers to identify trends and potential anomalies through:

5.1 Identifying and reviewing the City's largest water users.

5.2 Evaluating historical consumption patterns and seasonal trends from the past 5 years.

5.3 Reviewing available meter and billing information for large users from the past 5 years.

5.4 Identifying unusual usage patterns, potential metering concerns, and opportunities for enhanced monitoring.

6. TECHNICAL MEMORANDUM – Upon completion of the study, our team will prepare a technical memorandum documenting the methodology, findings, and recommendations developed during the project, including:

6.1 Summarizing the results of the water audit, account audit, water use tracking assessment, and large user assessment.

6.2 Identifying key observations and areas for operational improvement.

6.3 Providing documentation suitable for future planning and implementation efforts by the City.

Fee

The City shall pay the Engineer for the services performed or furnished, based upon the Engineer's standard hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses including travel, which in total will not exceed **$43,000.00**.

This proposal is valid for 90 days from the date issued.

Schedule

Services will begin upon authorization to proceed. The study is anticipated to be completed within approximately 150 days of authorization.

Standard Terms and Conditions

The attached Standard Terms and Conditions apply to this proposal.

Acceptance

If you find this proposal acceptable, please sign and return one copy for our files. If you have any questions or need additional information, please do not hesitate to contact Mark Siefert at 815-444-4482 or msiefert@baxterwoodman.com.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS

Brent W. Perz, PE
Vice President

City of Des Plaines

ACCEPTED BY: _____

TITLE: _____

DATE: _____

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EXHIBIT B

INSURANCE COVERAGES

A. Worker's Compensation and Employer's Liability with limits not less than:

(1) Worker's Compensation: Statutory;

(2) Employer's Liability:

$500,000 injury-per occurrence

$500,000 disease-per employee

$500,000 disease-policy limit

Insurance will evidence that coverage applies in the State of Illinois.

B. Comprehensive Motor Vehicle Liability with a combined single limit of liability for bodily injury and property damage of not less than $1,000,000 for vehicles owned, non-owned, or rented.

All employees will be included as insureds.

C. Comprehensive General Liability with coverage written on an "occurrence" basis and with limits no less than:

$2,000,000 Bodily Injury and Property Damage Combined Single Limit

Coverage is to be written on an "occurrence" basis.

Coverages will include:

- Broad Form Property Damage Endorsement
- Blanket Contractual Liability (must expressly cover the indemnity provisions of this Agreement)

D. Professional Liability Insurance. With a limit of liability of not less than $1,000,000 per occurrence and $2,000,000 in the aggregate and covering the Consultant against all sums that the Consultant may be obligated to pay on account of any liability arising out of this Agreement.

E. Umbrella Policy. The required coverages may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis so that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover the loss.

F. Owner as Additional Insured. City will be named as an Additional Insured on all policies except for:

Worker's Compensation

Professional Liability

Each additional Insured endorsement will identify City as follows: City of Des Plaines, including its City Council members and other elected and appointed officials, its officers, employees, agents, attorneys, the Consultants, and representatives.

G. Other Parties as Additional Insureds. In addition to City, the following parties will be named as additional insured on the following policies:

Additional Insured	Policy or Policies
_____	_____
_____	_____
_____	_____

DES PLAINES
ILLINOIS

PUBLIC WORKS AND ENGINEERING DEPARTMENT
1111 Joseph Schwab Road
Des Plaines, IL 60016
P: 847.391.5464
Desplainesil.gov

MEMORANDUM

Date: May 21, 2026

To: Dorothy Wisniewski, City Manager

From: Tom Bueser, Assistant Director of Public Works TB

Cc: Timothy Watkins, Director of Public Works and Engineering

Subject: Disposal of City Vehicles/Equipment - Obenauf Auction Service

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Issue: The City has a surplus of vehicles and equipment due to the purchase of replacements and maintaining right-sizing of the City fleet. The vehicles/equipment have reached their useful life and are no longer of use to the City's departments.

Analysis: The Public Works and Engineering Vehicle Maintenance Division has evaluated the existing fleet and has compiled the attached list of 22 vehicles/equipment that are no longer of use to the City.

Utilization of the online auction allows us to manage our own web listings and retain the vehicles/equipment at the Public Works facility. These vehicles do not have to be delivered to a remote location which frees up staff time.

Recommendation: We request authorization from the City Council to dispose of the listed vehicles/equipment through Obenauf Auction Service, Inc., 810 Magna Drive, Round Lake, IL 60073.

Attachments:
Attachment 1 – Obenauf Auction Services Consignment Form
Ordinance M-11-26
Exhibit A - Auction List of Vehicles and Equipment

Form to Consign an Item

to the Obenauf Auction Service "OnLine" Auction Website
www.ObenaufAuctionsOnLine.com

To list your item on this site - email all information to: Auctionjim@comcast.net

NAME OR COMPANY:

FULL ADDRESS:

PHONE NUMBER(S):

EMAIL ADDRESS:

CONTACT PERSON:

~ Complete Description ~

Description

Type in complete description (SAMPLE DESCRIPTIONS BELOW)

1
2019 Ford Police Utility Interceptor (Explorer) AWD, VIN: 1FM5K8AR8KGB44056 (88,423 miles), shadow black, 4 door, 3.7L gas, 6 speed auto overdrive trans, dual exhaust, 220 amp alternator, police 4 wheel antilock disc brakes, HD suspension, 18 inch wheels, backup camera displays in center stack, air bags, traction control, Advancetrac roll stability control, reverse sensing system, tire pressure monitoring system, privacy glass, dual power heated mirrors, am/fm radio with CD/MP3 player, Sync voice activated system, cruise control, power steering with EPAS, 1 touch power windows, power door locks, adjustable pedals, a/c, tilt steering wheel, 6-way power driver's seat with lumbar, engine block heater, noise suppression bond straps, ebony cloth front bucket seats, ebony 60/40 split vinyl rear seat, easy fuel capless filler, red/white dome light, driver's side spot lamp, Body has scratches and dings, driver's door panel has a split in the upholstery All police emergency lighting has been removed or disconnected. Engine and transmission good. Well maintained. Municipal vehicle sold as is.
Start @ $500 Reserve: **None** **(SAMPLE)**

2
2010 International 7400 6X4 tandem rear axle chassis w/Air-Flo 304 stainless steel body, VIN: 1HTWHAZT4AJ236235 (39,887 miles), white, DT570 310hp International engine, Allison 3000 6-speed automatic transmission, 58,000 GVWR, 177-inch wheel base, dual power steering, tilt wheel, heated mirrors, A/C, cruise control, 18,000 pound front axle, 40,000 pound rear axle with 6:83 gear, ABS air brakes, front disc brakes, rear drum brakes, Bendix air dryer, air horn, A/C, DRL's, 160 amp alternator, circuit breakers, heated water/fuel separator, engine block heater, 70 gallon fuel tank, air ride cab, am/fm weather band radio, tinted glass, intermittent wipers, air ride driver seat, stationary passenger seat, body has scratches and dings, Engine and transmission are good. Well maintained. Municipal vehicle.

Air-Flo 13-foot 304 stainless steel Spread-N-Dump body, vertical hoist, Force America SSC

6100 electronic spreader control, PTO central hydraulic system, frame mounted hydraulic valve and tank assembly, in-floor material conveyor, rear salt spreader, salt grates, adjustable coal door, pre-wet system, road watch temperature monitoring system, 9-foot wing plow included, low profile front plow hitch, plow lights, LED emergency light package, LED wing and rear spreader lights, poly rear wheel fenders, FRONT PLOW NOT INCLUDED.
Start @ $500 Reserve: **$5,000** **(SAMPLE)**

3
Kenmore 24 cu. inch almond side-by-side refrigerator/freezer, in good working condition and very clean, with bottom drawers. Keeps items cold, great for second refrigerator. Exterior has no dents or scratches.
Start @ $15 Reserve: **None** **(SAMPLE)**

4
Craftsman roll-around bottom tool box with 3 large drawers and one flip open huge storage space 24" x 18" x 30" and "Vulcan" top tool box with 10 drawers and flip open top 24" x 16" x 18". All drawers work although a few stick. Very light surface rust on sides.
Start @ $5 Reserve: **None** **(SAMPLE)**

5
HP EliteDesk 800 Desktop; 160GB hard drive, 8GB Ram, Intel Corei3 processor, Compact Disc Rewritable Ultra Speed, 4 USB connectors, Windows 7 Business licensed. Serial #2UA545OY72. Power Cords Included. ITEM SOLD "AS-IS". Due to Lake County Health Department's security procedures, all software, including the operating system, has been removed from all hard drives.

Type in ALL auction items in this space below.

~ Location of Auction, Inspection and Pickup Arrangements ~

CONTACT PERSON:

ADDRESS LOCATION:

DAYS & HOURS:

PHONE NUMBER:

All collected funds by **Obenauf Auction Service, Inc. (O.A.S.)** will be paid to the consignor via an OAS check within approximately 30 days of the completion of the auction. A **Seller's Fee of 0%** will be deducted from the settlement check if all information and pictures are provided via email by the consignor.

If you hire **O.A.S.** to come to your facility to compile the item(s) information and take pictures, an additional rate of $35 per man hour will be deducted from your settlement.

- This will be an absolute auction [_____] or with reserve auction [_____]. **Check one box**
- There will be no advertising cost associated with this auction to the seller.
- O.A.S. will charge and retain any buyer's fee collected.

I HEREBY COMMISSION **OBENAUF AUCTION SERVICE, INC.** TO SELL THE ITEMS LISTED VIA AN ONLINE AUCTION. I CERTIFY THAT I AM THE OWNER OR THE LEGAL AGENT OF THE LISTED MERCHANDISE AND HAVE GOOD TITLE FOR DELIVERY TO PURCHASER AND THAT ALL ITEMS ARE FREE FROM ANY AND ALL MORTGAGE, LIEN, EASEMENT OR ENCUMBRANCES AND WILL KEEP INSURANCE ON THE ITEM(S) UNTIL THE SALE IS COMPLETE. I AGREE TO ACCEPT ALL RESPONSIBILITY FOR PROVIDING ACCURATE DESCRIPTION OF MERCHANDISE SOLD **(IF ANY MERCHANDISE DESCRIPTION IS MIS-REPRESENTATED BY THE SELLER, YOU WILL BE REQUIRED TO TAKE YOUR ITEM BACK OR NEGOTIATE PRICE).** I AGREE TO HOLD HARMLESS **OBENAUF AUCTION SERVICE, INC**. AGAINST ANY CLAIMS ARISING BECAUSE OF ANY BREACH OF THE ABOVE CONDITIONS. NO AMENDMENT OR MODIFICATION OF THIS CONTRACT WILL BE EFFECTIVE UNLESS OR UNTIL EXECUTED IN WRITING BY THE PARTIES.

Seller_____**Date:** _____

Typed name & date by e-mail transmission will constitute your signature.

Auction Representative _____ **Date:** _____

Obenauf Auction Service, Inc.

810 Magna Drive, Round Lake, IL 60073

847-546-2095 office

IL License #444.000105

CITY OF DES PLAINES

ORDINANCE M - 11 - 26

AN ORDINANCE AUTHORIZING THE DISPOSITION OF SURPLUS PERSONAL PROPERTY OWNED BY THE CITY OF DES PLAINES.

WHEREAS, the City is a home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, the City is the owner of certain surplus vehicles and equipment (collectively, ***"Surplus Personal Property"***) described in detail in **Exhibit A**, attached to and, by this reference, made a part of this Ordinance; and

WHEREAS, the City Council has determined that the Surplus Personal Property is no longer necessary or useful to, or for the best interest of, the City; and

WHEREAS, Obenauf Auction Service, Inc. (***"Obenauf"***) operates an Internet-based auction service for the sale of property that meets the needs of the City; and

WHEREAS, the City desires to dispose of the Surplus Personal Property through an auction conducted by Obenauf; and

WHEREAS, the City Council has determined that it is in the best interest of the City to dispose of the Surplus Personal Property in the manner set forth in this Ordinance;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this ordinance as the findings of the City Council.

SECTION 2: AUTHORIZATION TO DISPOSE OF PERSONAL PROPERTY. Pursuant to Section 11-76-4 of the Illinois Municipal Code, 65 ICLS 5/11-76-4, Section 1-12-4 of the City Code of the City of Des Plaines, and the home rule powers of the City, the City Council hereby finds that the Surplus Personal Property is no longer necessary or useful to, or for the best interest of, the City. The City Manager, or her designee, is hereby authorized to sell the Surplus Personal Property at an auction conducted by Obenauf; provided, however, that no item of Surplus Personal Property will be sold for a price that is less than the Minimum Sales Price for that item set forth in **Exhibit A**.

SECTION 3: AUTHORIZATION TO EXECUTE REQUIRED DOCUMENTS. The City Council hereby authorizes and directs the City Manager and the City Clerk to execute and seal, on behalf of the City, all documents approved by the General Counsel and necessary to complete the disposition of the Surplus Personal Property in accordance with Section 2 of this Ordinance.

SECTION 4: DEPOSIT OF AUCTION SALE PROCEEDS. The City Council hereby directs the City Manager and the Director of Finance to deposit into the City's General Fund the proceeds from the disposition of the Surplus Personal Property pursuant to Section 2 of this Ordinance.

SECTION 5: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form according to law.

PASSED this _____ day of _____, 2026.

APPROVED this _____ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____
MAYOR

ATTEST:

_____
CITY CLERK

Published in pamphlet form this
____ day of _____, 2026.

Approved as to form:

_____
CITY CLERK

_____
Peter M. Friedman, General Counsel

2026 Summer Auction List

Item	Asset #	Dept #	Make	Model	Year	VIN #	Estimated Salvage Value	Minimum Bid	Notes
1	2029	2029	Ford	Explorer	2013	1FM5K8AR7DGA89795	$3,500.00	$400.00	
2	2039	2039	Ford	Crown Vic	2006	2FAFP71W96X151761	$1,500.00	$200.00	
3	5903	5903	Ford	Explorer	2014	1FM5K8AR8EGA38467	$3,500.00	$400.00	
4	5902	5902	Ford	Explorer	2014	1FM5K8AR7EGA38461	$3,500.00	$400.00	
5	5040	5040	Mobark	Beaver	2013	4S8SZ1911DW051830	$8,000.00	$500.00	Broken Axle
6	5116	5116	Ford	E350	2002	1FTSS34S72HB20267	$1,500.00	$200.00	
7	5130	5130	GMC	Savana 2500	2006	1GTGG25V261110593	$1,500.00	$200.00	
8	6097	60	Ford	Explorer	2020	1FM5K8AB7LGA95310	$4,000.00	$400.00	
9	6095	55	Ford	Explorer	2020	1FM5K8AB6LGA95315	$4,000.00	$400.00	
10	6004	4	Chevy	Impala	2011	2G1WD5EM8B1306239	$1,500.00	$200.00	
11	6094	54	Ford	Explorer	2020	1FM5K8AB9LGA95311	$4,000.00	$400.00	
12	6085	56	Ford	Explorer	2018	1FM5K8AR9JGC74572	$3,500.00	$400.00	
13	6088	59	Ford	Explorer	2018	1FM5K8AR3JGC74566	$4,000.00	$400.00	
14	6102	61	Ford	Explorer	2020	1FM5K8AB0LGA95312	$4,000.00	$400.00	
15	6106	62	Ford	Explorer	2021	1FM5K8AB6MGA42275	$4,000.00	$400.00	
16	5907	7401	Ford	Explorer	2014	1FM5K8AR3EGB37939	$3,500.00	$400.00	
17	7413	6121	Ford	Explorer	2014	1FM5K8AR6EGA38466	$3,500.00	$400.00	
18	2028	2028	Ford	Explorer	2013	1FM5K8AR2DGA89798	$3,500.00	$400.00	
19	6909	48	Ford	Explorer	2015	1FM5K8AR0FGA28503	$3,500.00	$400.00	
20	6916	17	Ford	F150	2016	1FTFW1EF7GFA64975	$3,500.00	$400.00	
21	8020	8020	International	7400	2007	1HTWGAZT07J453986	$12,000.00	$2,000.00	Vactor
22	9051	`9051	Ford	F250	2017	1FTBF2B68HEE49171	$3,000.00	$400.00	

DES PLAINES
ILLINOIS

FIRE DEPARTMENT
405 S. River Rd
Des Plaines, IL 60016
P: 847.391.5333
desplainesil.gov

MEMORANDUM

Date: June 3, 2026

To: Dorothy Wisniewski, City Manager

From: Matthew Matzl, Fire Chief

Subject: Ordinance Amending City Code Regarding the Foreign Fire Insurance Board

---

Issue: Following City Council's approval of the Intergovernmental Agreement with the Foreign Fire Insurance Board (FFIB) on June 1, 2026, staff requests that an ordinance be prepared to amend the City Code by repealing Chapter 10 of Title 2 and adding new Chapter 3-3-9.

Analysis: The Foreign Fire Insurance Board is an independent entity established under the Illinois Foreign Fire Insurance License Fee Act (65 ILCS 5/11-10 et seq.). The existing City Code language is outdated. The proposed amendment aligns the Code with the newly approved IGA and provides a clear legal framework for the Board's operations and use of City resources.

Recommendation: Staff recommends an ordinance amendment that:

1. Repeals Chapter 10 of Title 2, titled "Des Plaines Foreign Fire Insurance Tax Board"; and
2. Adds new Chapter 3-3-9 as follows:

3-3-9: Foreign Fire Insurance Board. (a) Established. A foreign fire insurance board has been established by the members of the fire department pursuant to the Illinois Foreign Fire Insurance License Fee Act, 65 ILCS 5/11-10 et seq. (b) Intergovernmental Agreement. The terms under which the foreign fire insurance board may use city resources in the course of its operations and the procedure by which the city will review and accept purchases made by the foreign fire insurance board may be set forth in an intergovernmental agreement by and between the city and the foreign fire insurance board.

Attachment:
Ordinance M-13-26

CITY OF DES PLAINES

ORDINANCE M - 13 - 26

AN ORDINANCE REPEALING CHAPTER 10 OF TITLE 2 AND AMENDING CHAPTER 3 OF TITLE 3 OF CITY CODE REGARDING THE DES PLAINES FOREIGN FIRE INSURANCE BOARD.

WHEREAS, the City of Des Plaines is a home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, the Des Plaines Foreign Fire Insurance Board (***"Board"***) is an Illinois foreign fire insurance board established and operated by the members of the City Fire Department pursuant to the Illinois Foreign Fire Insurance License Fee Act, 65 ILCS 5/11-10-0.01 *et seq.* (***"Act"***); and

WHEREAS, on June 1, 2026, the City Council passed Resolution R-140-26, approving an Intergovernmental Agreement with the Board to clarify the relationship between the City and the Board and set forth the parties respective rights and obligations related to purchases made by the Board for the benefit of the Department and the Board's use of certain services and resources provided by the City (***"IGA"***); and

WHEREAS, in order to account for recent amendments to the Act regulating the establishment, composition, and operation of the Board and the IGA, the City desires to amend the City Code of the City of Des Plaines, as amended (***"City Code"***) (***"Proposed Amendments"***) to repeal Chapter 10 of Title 2 of the City Code and amend Chapter 3 of Title 3 of the City Code; and

WHEREAS, the City Council has determined that it is in the best interest of the City to approve the Proposed Amendments and amend the City Code as set forth in this Ordinance;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Ordinance as the findings of the City Council.

SECTION 2: REPEALER. Chapter 10, titled "Des Plaines Foreign Fire Insurance Tax Board," of Title 2, titled "Boards and Commissions," of the City Code is hereby repealed in its entirety and reserved for future use.

SECTION 3: FOREIGN FIRE INSURANCE BOARD. Chapter 3, titled "Fire Department," of Title 3, titled "Municipal Departments," of the City Code is hereby amended to add a new Section 3-3-9, titled "Foreign Fire Insurance Board," as follows:

Additions are bold and double-underlined; ~~deletions are struck through.~~

"**3-3-9: FOREIGN FIRE INSURANCE BOARD:**

A. *Established*. A foreign fire insurance board has been established by the members of the fire department pursuant to the Illinois Foreign Fire Insurance License Fee Act, 65 ILCS 5/11-10 et seq.

B. *Intergovernmental Agreement.* The city and the foreign fire insurance board may enter into an intergovernmental agreement to set forth the terms under which the foreign fire insurance board may use city resources in the course of its operations and the procedure by which the city will review and accept purchases made by the foreign fire insurance board."

SECTION 4: SEVERABILITY. If any paragraph, section, clause or provision of this Ordinance is held invalid, the remainder shall continue in full force and effect without affecting the validity of the remaining portions of the Ordinance.

SECTION 5: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form according to law.

PASSED this _____ day of _____, 2026.

APPROVED this _____ day of _____, 2026.

VOTE: Ayes_____ Nays _____ Absent_____

_____
MAYOR

ATTEST:

_____
CITY CLERK

Published in pamphlet form this
____ day of _____, 2026.

Approved as to form:

_____
CITY CLERK

_____
Peter M. Friedman, City Attorney

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF DES PLAINES, ILLINOIS HELD IN THE ELEANOR ROHRBACH MEMORIAL COUNCIL CHAMBERS, DES PLAINES CIVIC CENTER, MONDAY, JUNE 15, 2026

CALL TO ORDER

The regular meeting of the City Council of the City of Des Plaines, Illinois, was called to order by Mayor Goczkowski at 7:05 PM in the Eleanor Rohrbach Memorial Council Chambers, Des Plaines Civic Center on Monday, June 15, 2026.

ROLL CALL

Roll call indicated the following Aldermen present: Chlebek, Moylan, Sayad, Merlin, Walsten, Smith and Charewicz. A quorum was present. Alderman Oskerka was absent.

PRAYER AND PLEDGE

The prayer and the Pledge of Allegiance to the Flag of the United States of America were offered by Mayor Goczkowski.

PROCLAMATIONS

Deputy City Clerk Fast read a proclamation proclaiming June 15, 2026 as Dr. Gregory Sarlo Recognition Day.

PUBLIC COMMENT

None

MAYORAL ANNOUNCEMENTS

Mayor Goczkowski announced the Taste of Des Plaines returns on June 19 from 5:00 to 11:00 PM and June 20 from 12:00 to 11:00 PM. The City of Des Plaines Community Fireworks will take place on June 28th at Oakton College and the City of Des Plaines Independence Day Parade, on July 4th will start at the intersection of Center Street and Wicke Avenue

Mayor Goczkowski congratulated City Manager Wisniewski on receiving the Leslie T Allen's Service to the Community Award from the Illinois City Council Management Association. This honor recognizes exemplary service, integrity and leadership in providing exceptional service to the community.

Over the last year city staff have evaluated and strengthened city policies and developed practices towards supporting electric vehicle infrastructure. Recently the Metropolitan Mayors Caucus announced the city earned a bronze level EV ready designation reflecting our city's commitment to residents, businesses and continued EV adoption.

ALDERMAN ANNOUNCEMENTS

Alderman Sayad congratulated City Manager Wisniewski and thanked several departments for their continued hard work to keep the city moving forward.

Alderman Merlin noted that on June 29th, there will be a 5th Ward meeting held in the Shoreline Room at Lake Park at 7:00 PM. He also shared that he enjoyed movie night at the Des Plaines Theatre.

Alderman Walsten encouraged residents to attend the upcoming $1 movie showing at the Des Plaines Theatre and encouraged the City Council to invest in planting more trees.

Alderman Smith thanked the Police, Fire and Public Works department for their support of the recent block party.

Alderman Charewicz expressed appreciation to Agnes from the Attorney General's Office for serving as the guest speaker at the recent 8th Ward meeting and encouraged residents to visit the Attorney General's Office website for additional resources.

Alderman Charewicz extended thanks to the Public Works department for their efficient clean-up efforts following the recent storm. Residents were encouraged to contact the Police Department if they experienced property damage resulting from a fallen tree.

On June 16th from 6:00-8:00 PM, State Representatives Justin Cochran and Michelle Mussman will hold a meet and greet at the Des Plaines History Center. Residents were encouraged to visit Rand Red Hots classic car show every Tuesday, 5:00-9:00 PM.

CITY CLERK ANNOUNCEMENTS

No announcements at this time.

MANAGER'S REPORT

City Manager Wisniewski expressed gratitude to key individuals for their exceptional work that led to the city achieving the bronze level of EV readiness and bringing this initiative to fruition.

COUNSEL REPORT

No announcements at this time.

Mayor Goczkowski announced staff would like to defer Second Reading of Ordinance Z-12-26, Item 1, Unfinished Business. Without objection, Ordinance Z-12-26 is deferred until the July 6, 2026 City Council meeting.

CONSENT AGENDA

Moved by Sayad, seconded by Merlin, to Establish the Consent Agenda. Upon voice vote, the vote was:

AYES:	7 -	Chlebek, Moylan, Sayad, Merlin, Walsten, Smith, Charewicz
NAYS:	0 -	None
ABSENT:	1 -	Oskerka

Motion declared carried.

Moved by Sayad, seconded by Merlin, to Approve the Consent Agenda. Upon roll call, the vote was:

AYES:	7 -	Chlebek, Moylan, Sayad, Merlin, Walsten, Smith, Charewicz
NAYS:	0 -	None
ABSENT:	1 -	Smith

Motion declared carried.

Resolution R-148-26, R-149-26, R-150-26, R-151-26, R-152-26 were approved. Regular Meeting Minutes for June 1, 2026 were approved. Ordinance M-11-26, reappointments and change in ownership were approved. Ordinance M-10-26 and Z-11-26 were adopted.

APPROVING DISPOSAL OF LISTED ITEMS/OBENAUF AUCTION SERVICE

Moved by Sayad, seconded by Merlin, to approve Ordinance M-11-26, APPROVING DISPOSAL OF THE LISTED VEHICLES/EQUPMENT THROUGH OBENAUF AUCTION SERVICES, ROUND LAKE IL Motion declared carried as approved unanimously under Consent Agenda.

Ordinance M-11-26

APPROVE NEW OWNERSHIP OF EXISTING LIQUOR LICENSE FOR 590 EAST CENTRAL ROAD

Moved by Sayad, seconded by Merlin, to approve New Ownership of Existing Liquor License for Tridevi Pantry One d/b/a Payless Liquor 1, 590 East Central Road. Motion declared carried as approved unanimously under Consent Agenda.

APPROVING CONTRACT RENEWAL DGO PREMIUM SERVICES FOR SNOW PLOWING

Resolution R-148-26

Moved by Sayad, seconded by Merlin, to approve Resolution R-148-26, APPROVING THE SECOND RENEWAL FOR 2026-2027 CONTRACTUAL SNOW PLOWING WITH DGO PREMIUM SERVICES. REQUESTED BUDGET AMOUNT $125,000. Motion declared carried as approved unanimously under Consent Agenda.

APPROVING FY2024 IDOT MAINTENANCE

Resolution R-149-26

Moved by Sayad, seconded by Merlin, to approve Resolution R-149-26, APPROVING THE FY 2024 ILLINOIS DEPARTMENT OF TRANSPORTATION RESOLUTION FOR MAINTENANCE UNDER THE ILLINOIS HIGHWAY CODE. Motion declared carried as approved unanimously under Consent Agenda.

APPROVING AGREEMENT WITH IEPA

Resolution R-150-26

Moved by Sayad, seconded by Merlin, to approve Resolution R-150-26, APPROVING THE HIGHWAY AUTHORITY AGREEMENT TO CLOSE OUT LEAKING UNDERGROUND STORAGE TANKS WITH THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY. Motion declared carried as approved unanimously under Consent Agenda.

APPROVING CHANGE ORDER WITH B&F CONSTRUCTION CODE SERVICES

Resolution R-151-26

Moved by Sayad, seconded by Merlin, to approve Resolution R-151-26, APPROVING A THIRD CHANGE ORDER IN THE AMOUNT OF $125,000 TO THE 2025 CONTRACT WITH B&F CONSTRUCTION CODE SERVICES, INC FOR PLAN REVIW AND BUILDING INSPECTION SERVICES. BUDGETED FUNDS - PROFESSIONAL SERVICES. Motion declared carried as approved unanimously under Consent Agenda.

APPROVING REAPPOINTMENTS

Moved by Sayad, seconded by Merlin, to approve the reappointments from the June 1, 2026 City Council Agenda of Don Smith and Jeffrey Rozovics to the Fire Pension Board – Terms to Expire 4/30/2027 and 4/30/2028, respectively. Motion declared carried as approved unanimously under Consent Agenda.

APPROVING REAPPOINTMENTS

Moved by Sayad, seconded by Merlin, to approve the reappointment from the June 1, 2026 City Council Agenda of Don Smith to the Police Pension Board – Terms to Expire 5/09/2028. Motion declared carried as approved unanimously under Consent Agenda.

APPROVING TASK ORDER WITH BERGER

Moved by Sayad, seconded by Merlin, to approve Resolution R-152-26, APPROVING TASK ORDER #14 WITH BERGER EXCAVATING CONTRACTORS, INC WAUCONDA, IL IN THE AMOUNT OF $228,000. BUDGETED FUNDS – WATER.

EXCAVATING CONTRACTORS

Motion declared carried as approved unanimously under Consent Agenda.

Resolution R-152-26

SECOND READING – ORDINACE M-10-26

Moved by Sayad, seconded by Merlin, to approve Second Reading Ordinance M-10-26, APPROVING AMENDMENTS TO TITLE 4, CHAPTER 18 OF THE DES PLAINES CITY CODE TO REFLECT THE NUMBER OF ACTIVE LIQUOR LICENSES. Motion declared carried as approved unanimously under Consent Agenda.

SECOND READING – ORDINACE Z-11-26

Moved by Sayad, seconded by Merlin, to approve Second Reading Ordinance Z-11-26, CONSIDERATION OF AN ORDINANCE APPROVING A CONDITIONAL USE FOR A MASSAGE ESTABLISHMENT IN THE C-3 DISTRICT AT 1645 S DES PLAINES RIVER ROAD, SUITE 19. Motion declared carried as approved unanimously under Consent Agenda

APPROVE MINUTES

Moved by Sayad, seconded by Merlin, to approve the minutes of the City Council meeting of June 1, 2026, as published. Motion declared carried as approved unanimously under Consent Agenda.

APPOINTMENTS/ REAPPOINTMENTS

BOARD OF FIRE AND POLICE COMMISSIONERS

REAPPOINTMENTS:

Kristy Garceau – Term to Expire 4/30/2028
Tom Green – Term to Expire 4/30/2029

UNFINISHED BUSINESS

SECOND READING – ORDINANCE Z-12-26

This item was deferred, without objection, until the July 6, 2026 City Council meeting.

SECOND READING – ORDINANCE M-12-26

Director of Community & Economic Development Jeff Rogers reviewed a memorandum dated June 4, 2026.

At the request of multiple aldermen of the City Council, staff has developed a draft Ordinance proposing new business regulations relating to domestic animal care and service establishments which would (i) define those commercial land uses which would be governed by the new requirements; (ii) impose an annual license fee, (iii) establish a requirement for double-barrier access control to prevent elopement of loose animals from the building interior to the building exterior, (iv) require compliance inspections, and (v) impose a penalty for a violation of City's licensing requirements.

The City's existing regulations domestic animal care and service establishments are located in the City's Police Regulations Ordinance (Title 6, Chapter 1 "Animal Control") and Zoning Ordinance (Title 12). The proposed amendments to Title 4 of the City Code are included in the attached draft Ordinance and can be summarized as follows:

a. Establishing Sec. 4-23-1 of the City Code to provide definitions for various related terms;
b. Establishing Sec. 4-23-2 of the City Code to require domestic animal care and service establishments to secure a license;
c. Establishing Sec. 4-23-3 of the City Code providing conditions of licensure including compliance with licensing, animal control and zoning requirements and establishing a new "double-barrier access control" requirement achievable via an airlock entry, sally port, secondary gate, or similar access control system with the intent to prevent elopement of loose animals from the interior of a premises to the exterior of the premises.
d. Establishing Sec. 4-23-4 of the City Code to provide the City's right to inspect and examine premises for compliance; and
e. Establishing Sec. 4-23-5 providing a minimum and maximum daily fine for each violation of City Code provisions.

The purpose of these amendments is to ensure that new domestic animal care and service establishments operating in the City will be fully compliant with local regulations.

Although the concept of double-barrier access control in domestic animal care and service establishments is recognized as an industry best practice throughout the pet care and service industry, control and practices appear to be implemented voluntarily by business operators or through facility design by business operators and architects rather than being codified in municipal animal control ordinances. Staff researched municipal codes both in Illinois and nationwide to try to identify similar regulations in other municipalities or in model codes, but no evidence of a currently adopted regulation could be identified. Given this lack of model code examples, staff drafted the proposed amendments in consideration of egress and accessibility requirements in the attempt to achieve the requested outcome.

At the June 1, 2026 meeting, the City Council reviewed the draft Ordinance which proposed new business registration and operation regulations for domestic animal care and service establishments. The City Council determined that veterinary clinics should be excluded from the category of businesses to be regulated by the proposed requirements and voted 8-0 in favor of approval of the draft Ordinance as amended.

Moved by Merlin, seconded by Smith, to Approve Ordinance M-12-26, as amended, AN ORDINANCE AMENDING TITLE 4 OF THE CITY CODE TO ESTABLISH BUSINESS LICENSING AND OPERATING REGULATIONS FOR DOMESTIC ANIMAL CARE AND SERVICE ESTABLISHMENTS. Upon roll call, the vote was:

AYES:	7 -	Chlebek, Moylan, Sayad, Merlin, Walsten, Smith, Charewicz
NAYS:	0 -	None
ABSENT:	1 -	Oskerka

Motion declared carried.

NEW BUSINESS

COMMUNITY SERICES – Alderman Smith, Chair

CONSIDERATION OF AN AGREEMENT WITH THE DES PLAINES HISTORY CENTER OF FUNDING

This item was moved to first discussion without objection.

During the 2026 Budget deliberations the Des Plaines History Center requested a $100,000 subsidy from the City for the administration of the History Center programs and events. The requested increase reflects challenges associated with hiring and retaining museum-trained staff, increased costs associated with exhibits and programming, and continued efforts to

Resolution R-144-26

expand community outreach, education, and preservation at the Kinder House Museum and History Center. The additional funding will be used to make historical and educational resources more accessible to the public.

The Des Plaines History Center is a 501(c)(3), nonprofit organization that operates through the work of paid staff and volunteers under the guidance and supervision of a Board of Trustees. The History Center serves in many ways as a community center, is open to the public, and provides programs, exhibits, and access to research in historical archival collections.

Several aldermen conveyed their appreciation for the History Center and its contributions to the community.

Moved by Sayad, seconded by Charewicz, to approve Resolution R-144-26, AN AGREEMENT WITH THE DES PLAINES HISTORY CENTER FOR THE PROVISION OF FUNDING SERVICES IN THE BUDGETED AMOUNT OF $100,000. Upon roll call, the vote was:

AYES:	7 -	Chlebek, Moylan, Sayad Merlin, Walsten, Smith, Charewicz
NAYS:	0 -	None
ABSENT:	1 -	Oskerka

Motion declared carried.

ADOPTING THE STRATEGIC PLAN FOR 2027-2023

Resolution R-155-26

Mayor Goczkowski explained that beginning in late 2025, City staff partnered with CP2 Consulting to develop the City of Des Plaines Strategic Plan for 2027–2030. In early 2026, CP2 Consulting met with himself, Members of the City Council, the City Clerk, and senior staff to establish the plan's framework, goals, and outcomes.

In spring 2026, CP2 facilitated two additional sessions with City staff to further refine the plan, establish key performance initiatives, and develop measurable targets to support implementation and accountability.

The proposed Strategic Plan reflects the goals and outcomes identified by the Mayor and City Council and incorporates input from City leadership and staff across the organization. The Plan is organized around five strategic goals that reflect the City's long-term priorities: Economic Development, Infrastructure and Sustainability, Workforce of Excellence, Financial Sustainability, and Community Image. Collectively, these goals are supported by more than 20 defined performance initiatives and measurable performance targets designed to track progress over time.

The Strategic Plan succeeds the City's 2022-2026 strategic planning efforts and establishes a framework to guide organizational decision-making through 2030. On adoption, the Strategic Plan will serve as the City's primary policy and management framework informing annual budget development, resource allocation, and service delivery initiatives. The Plan is intended to align City operations with Council priorities and provide a transparent method for measuring progress toward community goals.

Mayor Goczkowski and several aldermen expressed their appreciation to the leadership and talent involved in this plan to move the city forward in the right direction.

Moved by Sayad, seconded by Smith, to Approve Resolution R-155-26, A RESOLUTION ADOPTING THE CITY OF DES PLAINES STRATEGIC PLAN FOR 2027-2030.Upon roll call, the vote was:

AYES:	7 -	Chlebek, Moylan, Sayad, Merlin, Walsten, Smith, Charewicz
NAYS:	0 -	None
ABSENT:	1 -	Oskerka

Motion declared carried.

FINANCE & ADMINISTRATION – Alderman Sayad, Chair

WARRANT REGISTER

Alderman Sayad presented the Warrant Register.

Resolution R-153-26

Moved by Sayad, seconded by Merlin to Approve the Warrant Register of June 15, 2026, in the Amount of $3,931,568.16 and Approve Resolution R-153-26. Upon roll call, the vote was:

AYES:	7 -	Chlebek, Moylan, Sayad, Merlin, Walsten, Smith, Charewicz
NAYS:	0 -	None
ABSENT:	1 -	Oskerka

Motion declared carried.

COMMUNITY DEVELOPMENT – Alderman Moylan, Chair

CONSIDERATION TO APPROVE ZONING TEXT AMENDMENT FOR CANNABIS BUSINESS ESTABLISHMENTS

Director of Community & Economic Development Jeff Rogers reviewed a memorandum dated June 1, 2026.

The City of Des Plaines is proposing amending the Zoning Ordinance to delete the use specific separate sign regulations for Cannabis Business Establishments residing outside the normal sign regulations City Code section.

Ordinance Z-13-26

Section 12-8-13.A outlines specific signage regulations for Cannabis Business Establishments uses which differ significantly and are located outside the intuitive, appropriate location in City Code Title 12, Chapter 11 Signs for the generally applicable sign regulations for all the broadly defined zoning district land use, sign type and sign bulk regulations throughout the City of Des Plaines.

With these specific regulations located outside the normal sign regulations chapter, there can and have been compliance review mistakes by business owners, sign contractors and/or City review staff. Additionally, from regulatory and land use perspectives, a Cannabis Business Establishments does not operate or generate distinct impacts from other highly regulated retail stores such as liquor stores, alternative tobacco establishments, etc. Further, there are sign regulations included in the State regulations for retail cannabis dispensaries.

Given the propensity for mistakes with specific regulations codified outside the Zoning Code's Chapter 11 (Signs) and that a Cannabis Business Establishments does not have external land use impacts sufficient to separately define and regulate associated business signage, staff propose deleting the sign regulations from City Code Section 12-8-3 and reordering the remaining use regulations.

The PZB held a public hearing on May 26, 2026 to consider the request and voted 5-0 to recommend that City Council approve the text amendment.

Alderman Smith inquired whether the businesses' existing signage would remain unchanged if the ordinance were adopted.

Director Rogers clarified how this change would affect the two existing businesses and confirmed that their current signage would remain unchanged.

Moved by Moylan, seconded by Walsten, to Approve Ordinance Z-13-26, AN ORDINANCE APPROVING ZONING TEXT AMENDMENTS REGARDING SPECIFIC SIGN REGULATIONS FOR CANNABIS BUSINESS ESTABLISHMENTS. Upon roll call, the vote was:

AYES:	6 -	Chlebek, Moylan, Sayad, Merlin, Walsten, Charewicz
NAYS:	1 -	Smith
ABSENT:	1 -	Oskerka

Motion declared carried.

CONSIDERATION OF APPROVING A MAJOR VARIATION FOR 319 DOVER DRIVE

Ordinance Z-14-26

Director of Community & Economic Development Jeff Rogers reviewed a memorandum dated June 1, 2026.

The petitioner, Peter Siakpere, 319 Dover Drive, requests a major variation to keep a patio setback 0 feet from the rear lot line instead of the minimum required 5 feet. This is a for a patio constructed without approved permits.

Staff had been made aware of the subject patio's construction without an approved permit in late March 2026 and staff issued a notice of violation to the Petitioner requiring a permit application.

The submitted permit application was reviewed for zoning compliance. The patio, as constructed, did not comply with minimum required 5 foot setback from the rear (westerly) lot line. Instead of automatically removing the noncompliant portion of the patio, the Petitioner requests the major variation to keep the patio as constructed without approved permits.

The petitioner requests a major variation from City Code Section 12-7-1.C requiring patios have a minimum 5 foot setback from a rear lot line for patios.

The subject patio has effectively only one option in lieu of a variation, which is to remove the nonconforming portion of the patio and provide the minimum required 5 foot setback from the rear lot line.

The PZB held a public hearing on May 26, 2026 to consider the request and voted 3-2 to recommend that City Council approve the major variation request.

Alderman Charewicz noted that this is a highly dense area and expressed concern regarding water runoff, emphasizing that the work should not have been done without a permit.

Moved by Charewicz, seconded by Sayad to deny Ordinance Z-14-26. AN ORDINANCE APPROVING A MAJOR VARIATION FOR MINIMUM PATIO SETBACK AT 319 DOVER DRIVE. Upon roll call, the vote was:

AYES:	6 -	Chlebek, Moylan, Merlin, Walsten, Smith, Charewicz
NAYS:	1 -	Sayad
ABSENT:	1 -	Oskerka

Motion declared carried.

Alderman Sayad requested that roll call be corrected to reflect the following without objection:

AYES:	7 -	Chlebek, Moylan, Sayad Merlin, Walsten, Smith, Charewicz
NAYS:	0 -	None
ABSENT:	1 -	Oskerka

LEGAL & LICENSING – Alderman Charewicz, Chair

CONSIDER CHANGES TO THE CITY CODE REGARDING THE DES PLAINES FOREIGN FIRE INSURANCE BOARD

Ordinance M-13-26

Fire Chief Matt Matzl review a memorandum dated June 3, 2026.

Following City Council's approval of the Intergovernmental Agreement with the Foreign Fire Insurance Board (FFIB) on June 1, 2026, staff requests that an ordinance be prepared to amend the City Code by repealing Chapter 10 of Title 2 and adding new Chapter 3-3-9.

The Foreign Fire Insurance Board is an independent entity established under the Illinois Foreign Fire Insurance License Fee Act (65 ILCS 5/11-10 et seq.). The existing City Code language is outdated. The proposed amendment aligns the Code with the newly approved IGA and provides a clear legal framework for the Board's operations and use of City resources.

Staff recommended an ordinance amendment that:
1. Repeals Chapter 10 of Title 2, titled "Des Plaines Foreign Fire Insurance Tax Board"; and
2. Adds new Chapter 3-3-9 as follows:

3-3-9: Foreign Fire Insurance Board. (a) Established. A foreign fire insurance board has been established by the members of the fire department pursuant to the Illinois Foreign Fire Insurance License Fee Act, 65 ILCS 5/11-10 et seq. (b) Intergovernmental Agreement. The terms under which the foreign fire insurance board may use city resources in the course of its operations and the procedure by which the city will review and accept purchases made by the foreign fire insurance board may be set forth in an intergovernmental agreement by and between the city and the foreign fire insurance board.

Moved by Charewicz, seconded by Smith, to approve Ordinance M-13-26, AN ORDINANCE REPEALING CHAPTER 10 OF TITLE 2 AND AMEDNING CHAPTER 3 OF TITLE 3 OF THE DES PLAINES CITY CODE REGARDING THE DES PLAINES FOREIGN FIRE INSURANCE BOARD. Upon voice vote, the vote was:

AYES:	7 -	Chlebek, Moylan, Sayad Merlin, Walsten, Smith, Charewicz
NAYS:	0 -	None
ABSENT:	1 -	Oskerka

Motion declared carried.

ADJOURNMENT

Moved by Sayad, seconded by Merlin, to adjourn the meeting. Upon voice vote, motion declared carried. The meeting adjourned at 7:58 PM.

_____
Laura Fast – DEPUTY CITY CLERK

APPROVED BY ME THIS 6th
DAY OF July, 2026

_____
Andrew Goczkowski, MAYOR

DES PLAINES ILLINOIS

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5380
desplainesil.gov

MEMORANDUM

Date: June 30, 2026

To: Dorothy Wisniewski, City Manager

From: Jonathan Stytz, AICP, Senior Planner JS

CC: Jeff Rogers, AICP, Director of Community and Economic Development JSR

Subject: Consideration of Petitioner's Requested Amendments to Ordinance Z-12-26 Approving a Preliminary Planned Unit Development and Conditional Use for a Residentially Zoned Assembly Use for Chicago Mar Thoma Church at 240, 280, and 310 Potter Road, Case #26-012-PPUD-CU-TPLAT (1st Ward)

Issue: Following the June 1, 2026 City Council meeting, City staff prepared an updated draft of Ordinance Z-12-26 to reflect the conditions approved on first reading. Prior to the June 15, 2026 City Council meeting, the petitioner requested that consideration of the Ordinance be deferred pending submission of proposed amendments. On June 26, 2026, the petitioner submitted a letter to the attention of City Council requesting amendments to the draft Ordinance Z-12-26 to revise conditions two and five. The petitioner requested these proposed changes be considered during the second reading of the Ordinance at the July 7, 2026 City Council meeting. The petitioner's proposed amendments are summarized below. Copies of the Petitioner's letter and proposed amendments are attached to this memo.

Summary of Requested Amendments

a. **Section 8, Condition #2:** The current draft of the Ordinance includes a condition requiring traffic management for events exceeding 100 attendees. The petitioner requests consideration of an amendment to this draft condition to increase the number of event attendees that would trigger the need for parking management from 100 to 250. The Petitioner also requests that language be added to this condition to clarify that the condition is effective only after a final certificate of occupancy has been issued for the new multi-purpose building and not while current operations with only the church building are in place.

   Section 8, Condition #5: The current draft of the Ordinance includes a condition prohibiting the simultaneous use of the church building and new multi-purpose building except on Sundays between 10:00 AM and 1:30 PM. The petitioner requests consideration of an amendment to this condition to allow simultaneous use of both buildings but restrict the total number of occupants to 500, unless a greater occupancy is authorized by the City via a Temporary event license. The proposed revision aims to address the parking concerns on the basis of total occupants rather than specific hours of simultaneous use.

The original packet for this item prepared for the June 15, 2026 City Council meeting, including the ordinance as amended on first reading, is included for City Council Consideration.

City Council Action: Pursuant to Sections 12-3-4.D.4 and 12-3-5.D.2.d of the Zoning Ordinance, the City Council has the final authority on the conditional use and preliminary PUD requests. The Council may approve, approve with modifications, or deny Ordinance Z-12-26.

Attachments:
Attachment 1: Petitioner's Letter
Attachment 2: Petitioner's Proposed Amendments

THE LAW OFFICE OF
CHRISTOPHER C. KENDALL, P.C.
190 South LaSalle, Suite 3850
Chicago, Illinois 60603

VIA EMAIL

June 26 2026

To the City Council of Des Plaines:

On behalf of Chicago Mar Thoma Church (the "Church" or "Mar Thoma"), I write further with regard to the proposed Ordinance to approve the Preliminary Planned Unit Development for the Mar Thoma Church property at 240, 280 and 310 Potter Road (Case no. 26-012-PPUD-CU-TPLAT) in the City's First Ward.

After the City Council meeting on June 15, we have met further with City staff (Jeff Rogers and Jonathan Stytz) and the City's counsel (Brooke Lenneman). Pursuant to that meeting, the Church has revised its proposal for conditions 2 and 5, which we address below.

CONDITION 2:

Condition 2 would include a requirement that the Church provide parking management personnel when there is a threshold number of people on site. As the current usage has already demonstrated that 250 people on site can be handled without adverse impacts on parking or traffic, the Church requests that the triggering threshold above which parking management personnel must be utilized be no less than 250 people. Further, given that the Church already has more than 250 people attending Sunday mass each week without issue or complaint, the Church proposes that the additional requirement for it to provide parking management personnel not go into effect until the Certificate of Occupancy for the Multi-Use building is issued.

As such, the Church proposes that condition 2 be revised as follows:

> 2. **Effective upon the issuance of a final Certificate of Occupancy for the Multi-Use Building, the** ~~The~~ Petitioner shall utilize parking management personnel or appropriate signage before and after events with more than ~~100~~ **250** attendees on the Property and provide training to all personnel deployed for this purpose.

CONDITION 5:

Condition 5 seeks to limit the simultaneous use of the Church and the Multi-Use Building so that such use does not result in off-site parking or traffic issues. Since any large event would be expected to bring families, who typically arrive with several people per car, an event where there could be 500 attendees is not expected to bring more than 241 cars to the property (there are to be

241 parking spaces). As such, the Church proposes to have the joint number of attendees be the limiting factor rather than having the ordinance spell out the type of activities that could be taking place in each building.

As such, the Church proposes that condition 5 be revised as follows:

> **Except as may be authorized by a Temporary Event License, simultaneous occupancy of the** ~~The~~ existing Church Building and proposed Multi-Purpose Building will not **exceed 500 people** ~~be occupied simultaneously at any time other than Sundays from 10am to 1:30pm when the Multi-Purpose Building may be used for Teen & Youths [sic] Worship and other ancillary uses including kitchen operations concurrently with use of the Church Building~~. Use of the Church Building and Multi-Purpose Building will be coordinated to ensure that such use does not exceed the approved parking capacity.

I have attached a redline of the Ordinance as it appeared in the packet for the City Council's June 15 meeting, with redlines to conditions 2 and 5 which appear on pages 6 and 7. We think these revisions more clearly address the concerns and hope that with these revisions the PUD ordinance can be approved at the second reading on July 6.

Sincerely,

Christopher C. Kendall

Text to be Added = **BOLD DOUBLE-UNDERLINED**
Text to be Removed = ~~**BOLD STRIKE-THROUGH**~~

SECTION 8. CONDITIONS OF APPROVAL. The approvals granted in Sections 4 and 6 of this Ordinance are expressly subject to and contingent upon compliance by the Petitioner with each and all of the following conditions, all at the sole cost and expense of the Petitioner:

A. All proposed improvements and modifications to the Property shall be constructed in full compliance with all applicable codes and ordinances. Drawings and plans may have to be modified to comply with current codes and ordinances.

B. All governing documents for the construction and ongoing operation of the Proposed Development including but not limited to any development agreements, covenants, conditions, and restrictions, or any operating reciprocal easement agreements must be submitted to and approved by the City Attorney prior to the recording of the Final Plat of PUD.

C. Additional conditions:

1. Refuse pickup on the Property must occur after 9 a.m.

2. **Effective upon the issuance of a final Certificate of Occupancy for the Multi-Use Building, the** ~~**The**~~ Petitioner shall utilize parking management personnel before and after events with more than ~~**100**~~ **250** attendees on the Property and provide training to all personnel deployed for this purpose.

3. Neither the Church Building nor the Proposed Multi-Purpose Building may be leased to third parties for any uses unaffiliated with the principal residentially zoned assembly use.

4. Events held on the Property on Thursdays must start before 4pm or after 6:30pm to avoid peak traffic hours.

5. **Except as may be authorized by a Temporary Event License, simultaneous occupancy of the** ~~**The**~~ existing Church Building and proposed Multi-Purpose Building will not exceed **500 people** ~~**be occupied simultaneously at any time other than Sundays from 10am to 1:30pm when the Multi-Purpose Building may be**~~

~~**used for Teen & Youths Worship and other ancillary uses including kitchen operations concurrently with use of the Church Building.**~~ Use of the Church Building and Multi-Purpose Building will be coordinated to ensure that such use does not exceed the approved parking capacity.

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5380
desplainesil.gov

MEMORANDUM

Date: June 8, 2026

To: Dorothy Wisniewski, City Manager

From: Jonathan Stytz, AICP, Senior Planner JS

Cc: Jonathan Mendel, AICP, Assistant Director of the Community & Economic Development

Subject: Consideration of an Ordinance Approving a Preliminary Planned Unit Development and Conditional Use for a Residentially Zoned Assembly Use for Chicago Mar Thoma Church at 240, 280, and 310 Potter Road, Case #26-012-PPUD-CU-TPLAT (1st Ward)

City Council Update: At the June 1, 2026 meeting, City Council reviewed the proposed design of the Chicago Mar Thoma Church expansion and building occupancies, specifically the proposal's potential traffic, parking, and neighboring properties impacts, such as sufficient off-street parking, the scale of the expansion, and the new building's uniformity with neighboring properties. The City Council voted 7-1 in favor of the proposal with amendments to Ordinance Z-12-26, which is attached.

Issue: The petitioner requests a preliminary Planned Unit Development (PUD) to allow a new multi-purpose building on the subject property and a conditional use for a residentially zoned assembly use in the R-3 Townhouse Residential district at 240, 280, and 310 Potter Road.

Petitioners/Owners: Chicago Mar Thoma Church (Representatives: Matthew Varghese and Dr. Abraham George, 240 Potter Road, Des Plaines, IL 60016)

Case Number: #26-012-PPUD-CU-TPLAT

PINs: 09-15-102-013-0000, 09-15-102-014-0000, 09-15-102-015-0000, 09-15-102-041-0000, and 09-15-102-042-0000

Ward Number: #1, Alderman Margret Chlebek

Existing Zoning: R-3, Townhouse Residential District

Existing Land Use: Residential Assembly Use with Parish House and Off-Street Parking Area

Surrounding Zoning:
North: R-1, Single Family Residential District (City of Des Plaines)
South: R-1, Single Family Residential District (City of Des Plaines)
East: R5, Single Family Residence / R7 General Residence Districts (Unincorporated Cook County)
West: R-1, Single Family Residential District (City of Des Plaines)

Surrounding Land Uses: North: Single Family Residences (residential)
South: Single Family Residences (residential)
East: Single Family Residences (residential) / Apartments (residential) / Fire Station (municipal)
West: Single Family Residences (residential)

Street Classification: Potter Road is a *major collector* road under Cook County jurisdiction.

Comprehensive Plan: The Comprehensive Plan designates this site as *Institutional*.

Property/Zoning History: *Property History*
The subject property was annexed into the City in 1960 as multiple single family residences[1]. Around 1985, the existing church building was constructed with a surface parking area and operations began in 1986 as noted in the attached *Petitioner's Project Narrative, Responses to Standards, and Existing Condition Photos* submittal. The congregation began to grow over the years and in 2018 the parish house was constructed.

Today, the subject property consists of the original church building located at the north end of site, the parish house located at the south end of the site, and a large surface parking lot in between as illustrated on the attached Plat of Survey. The subject property is entirely within the floodplain, with the southwest corner in the 100-year floodplain and remainder of the site in the 500-year floodplain requiring compliance with Title 14 Flood Controls of the Municipal Code.

Zoning History
Based on City records, multiple entitlements are associated with the subject property starting with Ordinance Z-4-06, which approved a conditional use request to allow a 4,880-square-foot one-story addition of the existing church building with a basement. This approval was later extended six months via Resolution R-39-07 to allow additional time to complete the approved work.

In 2016, a request to rezone the subject properties at 240, 280, and 310 Potter Road from the R-1 Single Family Residential district to the R-3 Townhouse Residential district and approve a preliminary PUD to allow an expansion of the existing surface parking area and construction of a parsonage building (i.e., parish house) was submitted and approved with Ordinance Z-13-16. Later in 2016, a request for the final PUD was submitted and approved via Ordinance Z-2-17.

Project Summary: The petitioner proposes an expanded parking area, additional landscaping, and the addition of a multi-purpose building on the subject property consisting of dedicated classroom spaces, a gymnasium, a full kitchen, and meeting rooms. The intent of this new building is to allow a transition of their current Sunday school out of the basement of the existing church building and into a proper, dedicated classroom environment in addition to providing a dedicated indoor space for children to play games, sing songs, and engage in energetic activities without disturbing worship services.

[1] https://www.historicaerials.com/location/41.625/-87.875/T1890/16. Retrieved May 1, 2026.

This building will also serve as additional indoor space to improve and expand existing Chicago Mar Thoma Church outreach programs/fundraising efforts while also allowing for new activities and ministries on site. See the attached *Petitioner's Project Narrative, Responses to Standards, and Existing Condition Photos* submittal for additional information on both existing and proposed activities and programs.

PRELIMINARY PUD

Request Summary:

Overview

The petitioner is requesting a Preliminary PUD to allow for the construction of a new multi-purpose building on the southwest corner of the subject property at 310 Potter Road, located behind the existing parish house. The current PUD originally approved in 2017 permits the existing church building, parking area, and parish house as illustrated on the attached *Plat of Survey*. The petitioner now proposes:

- Construction of a two-story, approximately 23,622-square-foot multi-purpose building restaurant with classroom spaces, a gymnasium, a full kitchen, and meeting rooms;
- Expansion and reconfiguration of the existing surface parking area to increase the total off-street parking count to 241 spaces, including nine accessible spaces; and
- Construction of an underground water detention vault for water run-off.

Site Access

There are currently three direct means of access to the subject property from Potter Road: an entrance-only curb cut on the north side of the property next to the existing church building, a two-way curb-cut in the middle of the property with direct access to the parking area, and a residential driveway entrance to the existing parish house. The proposed lot configuration will utilize the existing access points while also providing multiple 24-foot-wide, two-way travel drive aisles around the parking lot. The parking area is situated in the middle of the subject property and currently provides access to the existing church building. The proposed parking area expansion will extend vehicular access to the southwest corner of the property where the multi-purpose building is proposed.

Off-Street Parking Requirement

Pursuant to Section 12-9-7, the off-street parking requirement for an assembly use such as a place of worship is based on the type of seating utilized. If affixed (non-movable) seating is utilized, one off-street parking space is required for every 5 seats in the main auditorium, sanctuary, nave or similar place of assembly and other rooms (offices, gymnasiums, classrooms) which are to be occupied simultaneously. Otherwise, one off-street parking space is required for every 60 square feet of floor area for the building. The table on the next page identifies the proposal's alignment with the off-street parking requirements for the existing buildings and proposed multi-purpose building.

Building	Number of Spaces Required
Church (existing)	84 (420 seats / 5)
Parish House (existing)	2 (two spaces per dwelling unit)
Multi-Purpose Building (new)	199 (11,889 SF / 60)
Total Off-Street Parking Required	285 spaces
Total Off-Street Parking Proposed	241 spaces
Parking Space Deficit	***44 spaces****

A PUD exception will be required for the off-street parking requirement.

Landscaping and Screening Improvements

The property is currently improved with some landscaping around the existing buildings and throughout the existing parking area. However, the proposed building and parking lot expansion will need to be designed and improved to comply with Chapter 10, Landscaping and Screening, of the Zoning Ordinance. Below is an analysis on how the attached *Preliminary Landscape Plan* aligns with foundation, parking lot, screening, and buffer landscape requirements.

- Parking Lot Landscaping: The parking lot expansion area will need to comply with Section 12-10-8 of the Zoning Ordinance, which identifies both interior and perimeter parking lot landscaping requirements.
    - Interior landscape beds have been provided at the end of parking rows and in compliance with the dimensional requirements in this section. While not all interior landscape beds at the end of the parking rows have shade trees directly located within them, there is an additional seven-foot-wide interior landscape bed situated in between the southern edge of the existing parking area and northern edge of the new parking area, which provide additional shade trees to meet this requirement.
    - Perimeter parking lot beds have been proposed along the east side of the new parking area along Potter Road and west side along the rear property line as required. Additional landscaping is proposed in between the parish house and new parking area as well as on the west property line by the multi-purpose building.
- Landscape Buffers: The subject property is zoned R-3 and abuts single family residences on the south and west sides. Pursuant to Section 12-10-9 of the Zoning Ordinance, a minimum five-foot-wide landscape buffer is required with a six-foot-tall solid wood, vinyl, or masonry fence along both property lines abutting single family residences. There is an existing six-foot-tall wood fence extending along the west, north, and south property lines, which meets this requirement.
- Foundation Landscaping: The subject property is an interior lot which requires a minimum of 25 percent of the principal building foundation to be improved with landscape plantings. The proposed five-foot-wide foundation landscaping covers about 79 feet or 16 percent of the multi-purpose building's foundation and is located at the back of the building. Additional foundation landscaping, preferably on the east, street-facing building elevation, is necessary to comply with this regulation.

- Dumpster Screening: The existing church building dumpster must be stored within a 6- to 8-foot-tall solid wood or masonry fence enclosure pursuant to Section 12-10-11 of the Zoning Ordinance. While the dumpster for the new multi-purpose building is currently proposed to be stored inside except during active trash collection, it will also have to comply with these standards if it is stored outside in the future.

Development Schedule
The proposed improvements are scheduled to start around October 2026 after entitlement approval and construction is scheduled to be completed by August 2027 as illustrated in the attached *Development Schedule*.

CONDITIONAL USE

Request Summary:

Overview
With the Preliminary PUD request, the petitioner requests an amendment to a conditional use for the existing residentially zoned assembly use to conduct new and expand current programs/activities on site as described in the attached *Petitioner's Project Narrative, Responses to Standards, and Existing Condition Photos* submittal. A residentially zoned assembly use, as defined below, is a conditional use in the R-3 district and any changes to the existing conditional use requires City Council approval.

> RESIDENTIALLY ZONED ASSEMBLY USES: A use that is primarily for the purpose of the assembly of people for a non-commercial purpose, which can contain a combination of uses that take place in both principal and accessory structures. Such uses include: community center, membership organizations, church, synagogue, temple, meeting house, mosque, or other place of worship. For allowable accessory uses, refer to the specific land uses defined in this chapter. Such uses shall adhere to the off street parking requirements under "assembly uses".

Proposed Operations
The attached *Petitioner's Project Narrative, Responses to Standards, and Existing Condition Photos* submittal outlines the specific programs/activities that would take place on site throughout the year identifying the description, frequency, time period, location, and estimated occupancy for each event. The calendar pages in this attachment provide an overview of a sample week and sample month for Chicago Mar Thoma existing and proposed events taking into account the proposed multi-purpose building.

Chicago Mar Thoma currently conducts 25 different programs/activities on site ranging from worship services/fellowship to fundraisers/special events. Most of these programs/activities occur once or a few times a year such as holiday celebrations, regional youth camp, vacation bible school, picnics, blood drives, and fundraisers. The remaining programs/activities include worship services (every week), ministry (every other week), and fellowship events (every month) with the highest occupancy times on Sunday mornings and Friday evenings. While all of these events currently take place in the church building, many of these events will be held in the proposed multi-purpose building.

In addition to the events currently conducted on the subject property, Chicago Mar Thoma intends to add seven new programs/activities including community events (soup kitchen and food drive), senior walk and fellowship, special events (engagements and weddings), and sports events (daily sports and tournaments). Aside from wedding ceremonies, all new events will be held in the proposed multi-purpose building. The community, fellowship, and daily sports events are scheduled more frequently throughout the year and generally estimate a lower number of participants. However, the special events and sports tournaments do estimate a much larger turnout of 250-500 people, increasing parking demands and traffic volume in and around the subject property when they are held. That said, the sports tournament event is scheduled for twice a year on the weekends and the special events listed are for the sole purpose of the church members and their families, which may limit the frequency of these types of events.

Site and Architectural Plans
The attached *Site and Architectural Plans* and *Preliminary Engineering Plans* detail the proposed improvements on the subject property, identifying the location, setbacks, and size of the proposed multi-purpose building and parking area expansion. The parking lot expansion will provide an additional six off-street parking spaces and provide both vehicle and pedestrian access to the multi-purpose building from the existing parking area and site access points.

The multi-purpose building is proposed in the far southwest corner of the property with a side yard setback of five feet and rear yard setback of 35 feet, which both meet the minimum building setback requirements in Section 12-7-2.J of the Zoning Ordinance. The proposed location of the multi-purpose building is in the 100-year floodplain, which does require it to conform with certain regulations in Title 14, Flood Controls, of the Municipal Code.

The multi-purpose building will consist of a main level and mezzanine totaling 23,622 square feet in area and 34.5 feet in height. The table provides the room matrix of the building as identified on the attached *Site and Architectural Plans.*

Multi-Purpose Building Room Matrix		
Building Level	Room Type	Total Area
First Floor (Main Level)	Classrooms (4 total)	846 SF
	Gymnasium	8,176 SF
	Office	172 SF
	Green Room	332 SF
	Storage Rooms (2 total)	475 SF
	Kitchen	635 SF
	Trash Room	252 SF
Second Floor (Mezzanine Level)	Classrooms (11 total)	2,394 SF
	Conference Room	175 SF
	Storage Rooms (2 total)	218 SF

Traffic and Parking Study
The attached *Traffic and Parking Study* provides a detailed analysis of the potential impacts from the installation of a new multi-purpose building and expansion of programs/activities on the subject property. In summary, this study concluded:

- The generated trips from the new facility will not significantly impact Potter Road travel lanes during or after peak PM hour (4:45-5 PM);
- The existing south site entrance will efficiently manage any increase in weekday and weekend trips generated by the new facility and will not impact traffic flow on Potter Road; and
- The existing lot and south parking addition will meet the church's parking needs and will be shared between the church and new facility.

Planning and Zoning Board (PZB) Recommendation

The PZB held a public hearing on May 12, 2026 to consider the requests and took two separate motions:

- Voted 2-2 to recommend that City Council approve the conditional use request with the three staff recommended conditions of approval, resulting in a failed motion and recommendation for denial; and
- Voted 2-2 to recommend that City Council approve the preliminary PUD request with the three staff recommended conditions of approval, resulting in a failed motion and recommendation for denial.

A motion to approve the Tentative Plat was brought by the PZB but withdrawn without a vote. The petitioner then requested to withdraw the Tentative Plat request during the meeting. The rationale for the PZB's votes are captured in the attached excerpt of minutes from the May 12, 2026 PZB Meeting.

City Council Action

Pursuant to Sections 12-3-4.D.4 and 12-3-5.D.2.d of the Zoning Ordinance, the City Council has the final authority on the conditional use and preliminary PUD requests. The Council may approve, approve with modifications, or deny Ordinance Z-12-26, which includes these requests for the existing residentially zoned assembly use on the subject property and the amendments requested during the June 1, 2026 Council meeting.

Conditions of Approval:

1. All proposed improvements and modifications to the Property shall be constructed in full compliance with all applicable codes and ordinances. Drawings and plans may have to be modified to comply with current codes and ordinances.
2. All governing documents for the construction and ongoing operation of the Proposed Development including but not limited to any development agreements, covenants, conditions, and restrictions, or any operating reciprocal easement agreements must be submitted to and approved by the City Attorney prior to the recording of the Final Plat of PUD.
3. Refuse pickup on the Property must occur after 9 a.m.
4. The Petitioner shall utilize parking management personnel before and after events with more than 100 attendees on the Property and provide training to all personnel deployed for this purpose.
5. Neither the Church Building nor the Proposed Multi-Purpose Building may be leased to third parties for any uses unaffiliated with the principal residentially zoned assembly use.
6. Events held on the Property on Thursdays must start before 4pm or after 6:30pm to avoid peak traffic hours.

7. The existing Church Building and proposed Multi-Purpose Building will not be occupied simultaneously at any time other than Sundays from 10am to 1:30pm when the Multi-Purpose Building may be used for Teen & Youths Worship and other ancillary uses including kitchen operations concurrently with use of the Church Building. Use of the Church Building and Multi-Purpose Building will be coordinated to ensure that such use does not exceed the approved parking capacity. At no time may the existing Church Building and Proposed Multi-Purpose Building be fully occupied simultaneously. Use of the Church Building and the Multi-Purpose Building will be coordinated to ensure that at no time may the Property exceed its approved parking capacity.

Attachments:

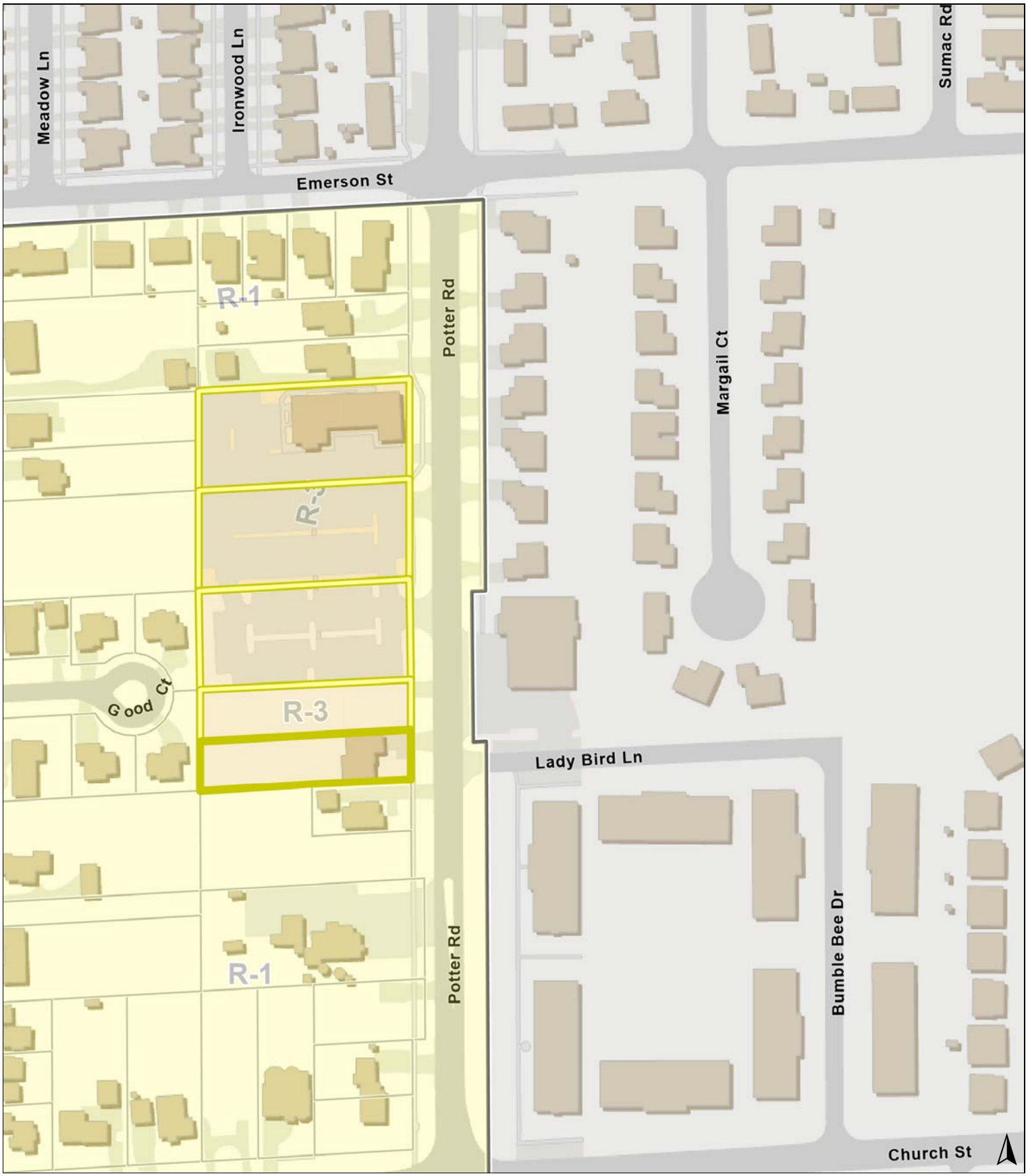
Attachment 1: Location Map
Attachment 2: Site and Context Photos
Attachment 3: Plat of Survey
Attachment 4: Petitioner's Project Narrative, Responses to Standards, and Existing Condition Photos
Attachment 5: Photometric Plan
Attachment 6: Traffic and Parking Study without Appendices[2]
Attachment 7: Public Works and Engineering (PWE) Memo
Attachment 8: Development Schedule
Attachment 9: Public Comment
Attachment 10: Chairman Szabo PZB Recommendation Letter
Attachment 11: Excerpt of Minutes from the May 12, 2026 PZB Meeting

Ordinance Z-12-26 (revised June 8, 2026)

Exhibit A: Development Concept Plan (Preliminary PUD Plan)
Exhibit B: Site and Architectural Plans
Exhibit C: Preliminary Engineering Plans
Exhibit D: Preliminary Landscape Plan with Tree Preservation Plan

[2] To request a full copy, please contact the Community and Economic Development department.

GISConsortium | 240, 280, and 310 Potter Road



0 250 500 ft

Print Date: 5/8/2026

Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

240, 280, & 310 Potter Rd – Public Notice Sign by Church Building

240, 280, & 310 Potter Rd – Public Notice Sign by Parish House

240, 280, & 310 Potter Rd – Facing Northeast at Church Entrance

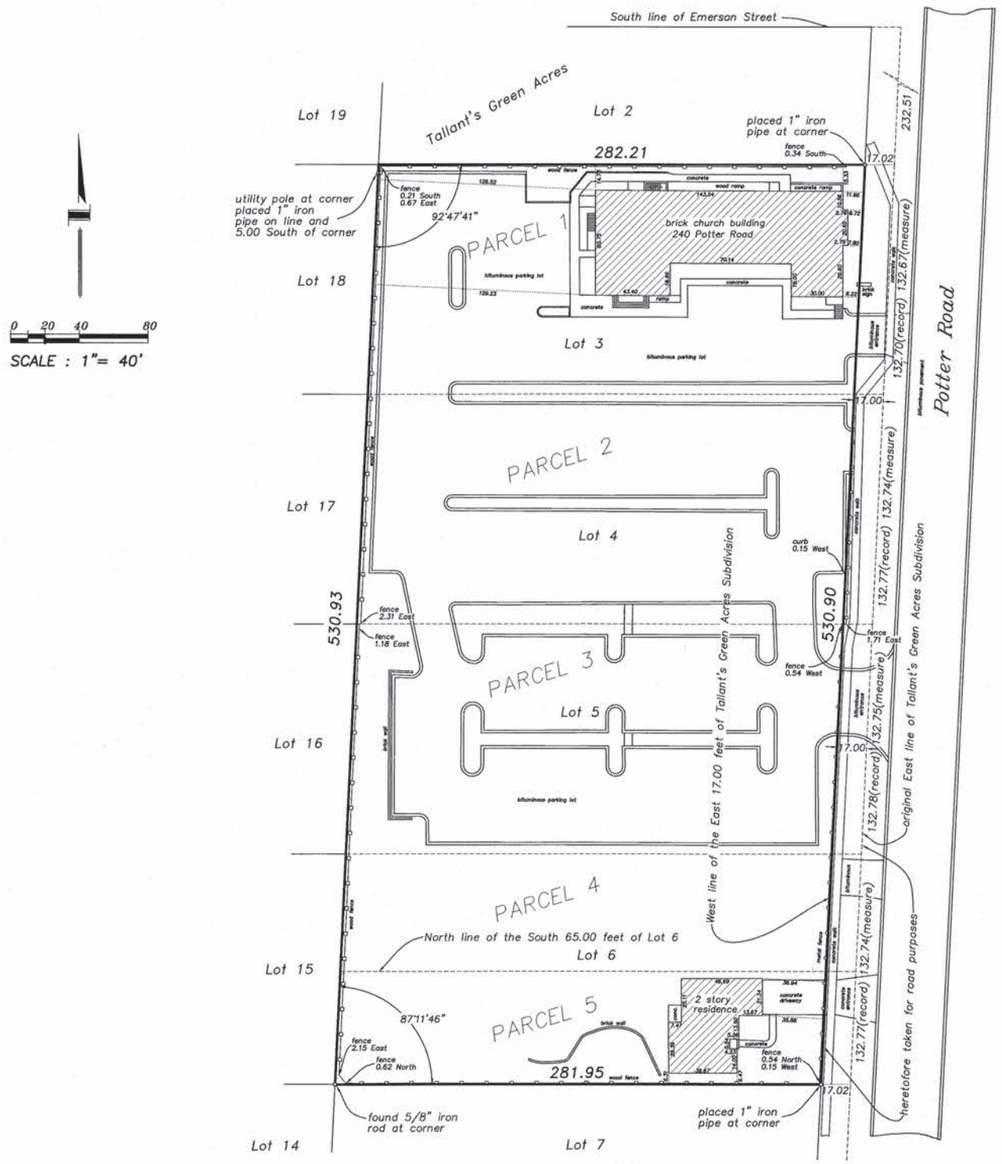
240, 280, & 310 Potter Rd – Facing West at Church Parking Entrance

240, 280, & 310 Potter Rd – View of Main Parking Lot Entrance

240, 280, & 310 Potter Rd– Proposed Multi-Purpose Building Location

240, 280, & 310 Potter Rd – View of Parking Area Facing Southeast

240, 280, & 310 Potter Rd – Facing North at Church Building



PLAT OF SURVEY

of

PARCEL 1:

LOT 3 (EXCEPT THE EAST 17.00 FEET THEREOF) IN TALLANT'S GREEN ACRES, A SUBDIVISION OF LOT 8 IN FREDRICH MEINSCHAUSEN'S DIVISION OF LANDS IN SECTIONS 15 AND 16, TOWNSHIP 41 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 240 POTTER ROAD, DES PLAINES, ILLINOIS.

P.I.N. 09-15-102-013-0000

PARCEL 2

LOT 4 (EXCEPT THE EAST 17.00 FEET THEREOF) IN TALLANT'S GREEN ACRES, A SUBDIVISION OF LOT 8 IN FREDRICH MEINSCHAUSEN'S DIVISION OF LANDS IN SECTIONS 15 AND 16, TOWNSHIP 41 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 260 POTTER ROAD, DES PLAINES, ILLINOIS.

P.I.N. 09-15-102-014-0000

PARCEL 3

LOT 5 (EXCEPT THE EAST 17.00 FEET THEREOF) IN TALLANT'S GREEN ACRES, A SUBDIVISION OF LOT 8 IN FREDRICH MEINSCHAUSEN'S DIVISION OF LANDS IN SECTIONS 15 AND 16, TOWNSHIP 41 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 280 POTTER ROAD, DES PLAINES, ILLINOIS.

P.I.N. 09-15-102-015-0000

PARCEL 4

LOT 6 (EXCEPT THE SOUTH 65.00 FEET AS MEASURED ALONG THE WEST LINE OF POTTER ROAD AND ALSO EXCEPT THE EAST 17.00 FEET THEREOF) IN TALLANT'S GREEN ACRES, A SUBDIVISION OF LOT 8 IN FREDRICH MEINSCHAUSEN'S DIVISION OF LANDS IN SECTIONS 15 AND 16, TOWNSHIP 41 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 310 POTTER ROAD, DES PLAINES, ILLINOIS.

P.I.N. 09-15-102-041-0000

PARCEL 5

THE SOUTH 65.00 FEET OF LOT 6 (EXCEPT THE EAST 17.00 FEET THEREOF) IN TALLANT'S GREEN ACRES, A SUBDIVISION OF LOT 8 IN FREDRICH MEINSCHAUSEN'S DIVISION OF LANDS IN SECTIONS 15 AND 16, TOWNSHIP 41 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 310 POTTER ROAD, DES PLAINES, ILLINOIS.

P.I.N. 09-15-102-042-0000

State of Illinois } SS.
County of Cook }

I, David Bycroft, an Illinois Professional Land Surveyor, do hereby certify that I have surveyed the property described in the caption of this plat and that this plat is a correct representation of said survey.

dated at Arlington Heights, Illinois, this 16th day of March, 2026

by _____
as Illinois Professional Land Surveyor No. 2846

PROFESSIONAL LAND SURVEYOR
35-2846
DAVID R. BYCROFT
ARLINGTON HEIGHTS
STATE OF ILLINOIS
EXPIRES 11-30-2026

This professional service conforms to the current Illinois minimum standards for a boundary survey.

For easements, building lines and other restrictions not shown hereon, refer to your abstract of title, deed, title policy and local zoning ordinance.

Field work was completed March 15, 2026.

All dimensions hereon shown unless it is otherwise noted are given in feet and decimal parts thereof.

The area of the property surveyed equals 149,581 square feet.

Design Firm #184-005910
Expires April 30, 2027

FILE NO. 13-6174

for:
Chicago Mar Thoma Church
240 Potter Road
Des Plaines, Illinois

from the office of:
Norman J. Toberman and Associates
115 South Wilke Road
Suite 301
Arlington Heights, Illinois
847-439-8225

CHICAGO MAR THOMA CHURCH

PUD Submission Packet

March 23rd, 2026

Prepared By:

GROUP A ARCHITECTURE, INC,
1100 Landmeier Road, Suite 202, Elk Grove Village, IL 60007

P: 847.952.1100
W: ww.groupaarch.com

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Project Directory

Applicant:
Chicago Mar Thoma Church

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Olson Landscape Architecture

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Traffic Consultant:
Norman J. Toberman & Associates

Contact:	Cliff Toberman
Email:	cliff@toberman.us
Phone:	847-439-8225
Address:	115 S. Wilke Road, Suite 301, Arlington Hts., IL 60005

CHICAGO
MAR THOMA
CHURCH

Project Narrative

Our History

Foundations and Early Growth

Founded in May 1973 by a small group of immigrant families seeking a spiritual home rooted in the faith and liturgical heritage of the Malankara Mar Thoma Syrian Church, the Chicago Mar Thoma Church began as a small prayer fellowship serving the growing Mar Thoma Christian community in the greater Chicago area. As the number of families settling in the region steadily increased, the need for an organized parish and regular pastoral ministry became clear. In November 1976, representatives from the Chicago, Detroit, and Toronto communities jointly resolved to sponsor a priest, and the Chicago Mar Thoma Church was formally registered with the State of Illinois as a non-profit organization in March 1977.

The arrival of its first vicar, Rev. Dr. Ipe Joseph, in September 1977 marked a significant step in nurturing a stable and growing worshiping community. The fellowship became a congregation in May 1978 and was elevated to full parish status in August 1981, reflecting the steady growth of Mar Thoma families choosing to make the Chicago metropolitan area their home.

Image Credit: Chicago Mar Thoma Church

The Most Rev. Dr. Alexander Mar Thoma Metropolitan lays the foundation stone for the church at 240 Potter Rd in 1985

Establishing a Permanent Home

A defining milestone in the life of the parish came in July 1985, when the foundation stone for its church building was laid by The Most Rev. Dr. Alexander Mar Thoma Metropolitan at 240 Potter Rd, Des Plaines, IL 60016. The church was dedicated in November 1986 by The Rt. Rev. Easo Mar Timotheos Episcopa, establishing a permanent spiritual home for the community. At the time of this dedication, the parish consisted of approximately 150 families. Since 1986, the Chicago Mar Thoma Church has proudly called Des Plaines its home and has grown alongside the city, welcoming successive generations of families who have settled in Des Plaines and the surrounding suburbs.

Expansion and Planting New Parishes

As the Mar Thoma population continued to expand across the Chicago region, the parish played a key role in nurturing and supporting new worshiping communities. Over the years, the Chicago Mar Thoma Church has seeded two additional parishes: the Bethel Mar Thoma Church, Frankfort, in 1994, and St. Thomas Mar Thoma Church, Lombard, in 2004. This allowed families in different parts of the metropolitan area to continue to worship and grow within the Mar Thoma tradition.

CMTC's Main Sanctuary during a typical Sunday Morning Service

Modernization

Even while supporting the formation of these new parishes, the Chicago Mar Thoma Church has continued to grow its own membership and today serves approximately 350 families, centered in and around the City of Des Plaines.

In January 2010, the parish church in Des Plaines was renovated and rededicated by The Rt. Rev. Dr. Geevarghese Mar Theodosius Episcopa (now our current Metropolitan), reaffirming the church's long-term commitment to serving a growing and evolving community.

In 2018, we completed the construction of an on-campus parsonage and expanded the Church's parking facilities to better support the growing needs of the parish and the wider community. At this time, we also included plans for a future 5,000 sq. ft. Sunday school on the property. However, as the Church continues to grow and expand its outreach programs, the need for a dedicated multi-purpose space in addition to the classrooms became clear.

Dedication of the new Parsonage in 2018

Proposed Multi-Purpose Building

To meet these evolving needs, we are proposing an expanded footprint for the previously approved Sunday School building to include dedicated classroom space, a multi-purpose gymnasium, a full kitchen, and meeting rooms. This facility will allow us to transition our Sunday School out of the Church basement and into proper classrooms. The inclusion of a gymnasium provides a dedicated indoor space where kids can play games, sing songs, and engage in energetic activities without disturbing concurrent worship services.

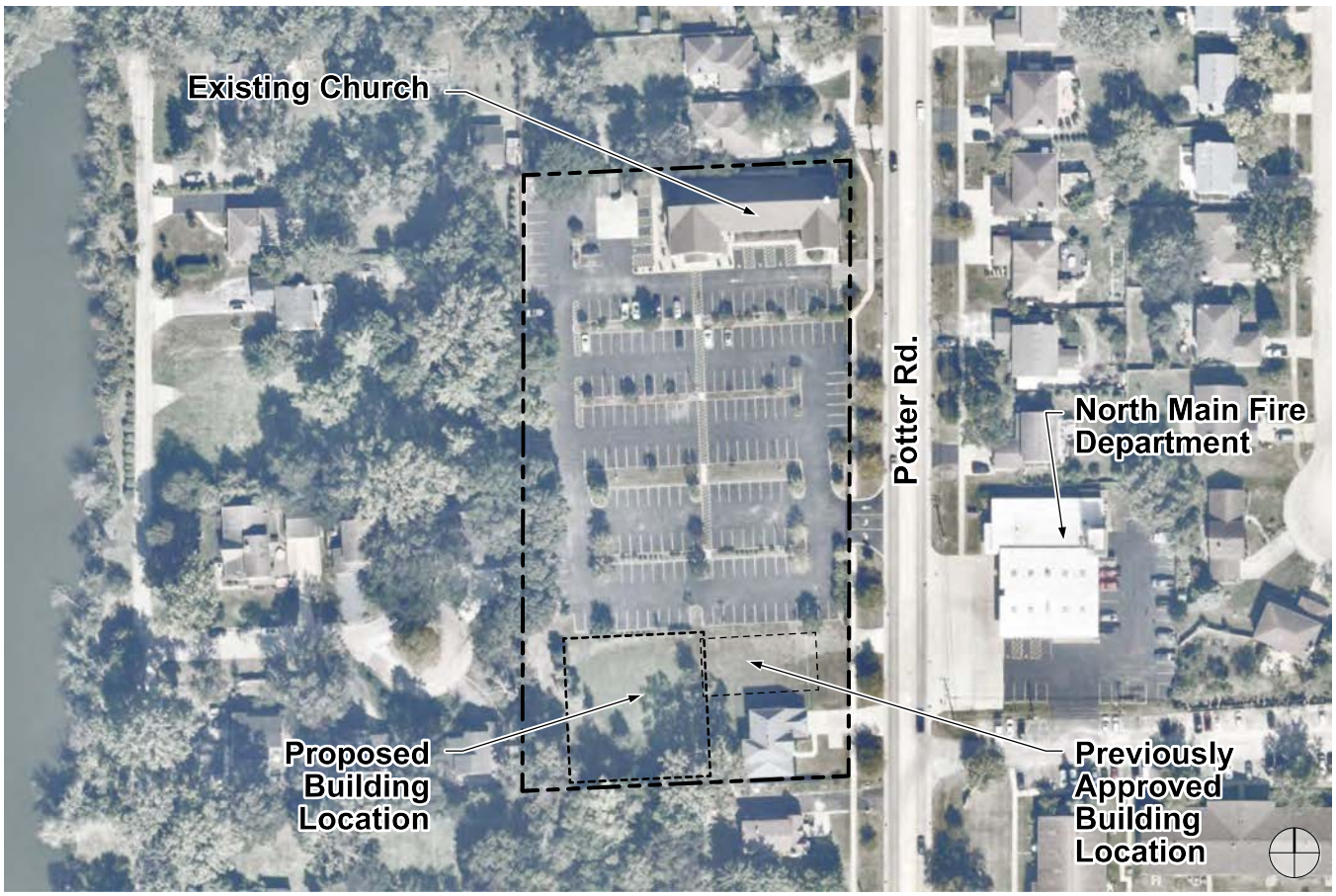
The building will also allow us to improve and expand our outreach programs and fundraising efforts. With a full kitchen and ample indoor assembly space, we aim to launch a new Saturday Soup Kitchen ministry to serve underprivileged members of the local community. It will also provide the logistical capacity to securely host bi-annual blood donation drives and efficiently manage our Des Plaines Food Pantry collections and our annual Thanksgiving Turkey giveaways.

Rendering of the Proposed Multi-Purpose Building

Parking Strategy & Traffic Management

With the addition of the new multi-purpose building, we do not anticipate a major increase in parking demand. The vast majority of the programming slated for the new facility is already occurring on-site, currently constrained within the basement of the existing church. The enclosed traffic study also shows minimal impact on local traffic.

Furthermore, CMTC maintains an excellent, collaborative relationship with the neighboring North Maine Fire Department. Prior to our 2017 parking lot expansion, the Church held agreements to utilize the Fire Department's lot for overflow parking. We currently maintain an active agreement allowing the Fire Department to use CMTC's parking lot when they require it. Should the new facility generate unexpected overflow needs, a formalized agreement could easily be reinstated to utilize the Fire Department's lot, ensuring that neighborhood street parking and local traffic remain unaffected.



Aerial Imagery of the existing site.

CHICAGO
MAR THOMA
CHURCH

Activities
&
Programs

New Events That Will Be Possible With the Multi-purpose Building

1.01 - Saturday Outreach (Soup Kitchen, Meal Prep)

- Frequency: Saturday - Every Other Week
- Time: 8:30am – 11:00am
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 100-150 people

Description: This is a proposed new initiative by our parish to cater to the needs of the underprivileged members of our local community with a Soup kitchen. The multi-purpose building will provide a safe, health-code-compliant indoor space for food preparation and community dining.

1.02 - Food Drive for Des Plaines Food Pantry

- Frequency: Saturday - Twice a Year, Spring and Fall
- Time: 9:00am – 5:00pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 200-250 people

Description: In our effort to support the members of our local community, our parish plans to hold food drives twice a year to help support the needs of the Des Plaines Food Pantry.

1.03 - Engagement Reception

- Frequency: Friday, Saturday, or Sunday - 3 to 6 Times a Year (estimated)
- Time: 3:00pm – 9:30pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 350-500 people

Description: The multi-purpose building would provide an appropriately sized venue on our existing site for congregation members to have a small reception after an engagement.

Please note that alcohol is prohibited on all church premises, including the new Multi-Purpose Building. Due to this policy, we anticipate that the Multi-Purpose Building will be used infrequently for this specific purpose.

1.04 - Wedding Ceremony and Reception

- Frequency: Saturday - 3 to 6 Times a Year
- Time: 3:00pm – 9:30pm
- Location: Church Main Sanctuary & Multi-Purpose Building
- Estimated Occupancy: 350-500 people

Description: Church members may utilize the facility to host a reception following a wedding ceremony in the Main Sanctuary.

Please note that alcohol is prohibited on all church premises, including the new Multi-Purpose Building. Due to this policy, we anticipate that the Multi-Purpose Building will be used infrequently for this specific purpose.

1.05 - Senior Walk & Coffee Fellowship

- Frequency: 1-3 Times a Week, on Weekdays
- Time: 7:00am – 9:00pm
- Location: Multi-Purpose Building - Gymnasium & Track
- Estimated Occupancy: 20-60 people

Description: A unique time for our senior members to walk and have a coffee fellowship during the week. This is to foster a sense of belonging for our elderly and retired members and give them a time for fellowship and physical activity.

Image Credit: Chicago Mar Thoma Church

Chicago Mar Thoma's Senior Fellowship group. Currently limited to meeting in the basement, the multi-purpose building would provide a proper meeting space for this group.

1.06 - Daily Sports

- Frequency: 1-3 Times a Week, on Weekdays
- Time: 5:00pm – 9:30pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 20-60 people

Description: Multi-Purpose building open to the congregation for Volleyball, Basketball, Badminton, Pickle ball, etc. Part of the parish sports ministry

1.07 - Sports Tournament

- Frequency: Saturday or Sunday - Twice a Year
- Time: 9:00am – 9:00pm (if Saturday) or 2:00pm – 9:00 pm (if Sunday)
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 250-400 people

Description: The church will have a basketball and volleyball tournament as part of its sports ministry with intramural and other local church teams. Currently we use the Feldman Center to host two events, an intrachurch tournament and one with other local churches, these would now be able to be hosted in the new Multi-Purpose building. If held on Sunday the tournament would take place after Sunday Church Service has concluded.

CMTC's 2024 cricket team and 2019 basketball and volleyball teams. The multi-purpose building would give the church a place these teams could practice.

Existing Events That Will Continue and will be Improved by Having the Multi-purpose Building

2.01 - Holy Qurbana in Malayalam

- Frequency: Sunday – Weekly
- Time: 10:00am – 11:30am
- Location: Church Main Sanctuary
- Estimated Occupancy: 150-300 people

Description: Church service every Sunday morning.

2.02 - English Contemporary Service

- Frequency: Sunday – Weekly
- Time: 10:00am – 11:30am
- Location: Church Basement
- Estimated Occupancy: 150-300 people

Description: Contemporary Church service every Sunday morning.

2.03 - Sunday School Classes

- Frequency: Sunday – Weekly
- Time: 8:30am – 10:00am
- Location: Multi-Purpose Building - Classroom & Gymnasium
- Estimated Occupancy: 100-150 people

Description: Sunday school starts with Fellowship every Sunday and is followed by Bible-based classes for children from Nursery through 12th Grade. The children explore the Bible and study how they can apply it to their lives every day. The teachers strive to provide a creative environment for the children. The curriculum also focuses on the history of the Mar Thoma Church and the meaning behind the rituals we practice today. Sunday School is currently held in the basement of the main Church building, but will be moved to the multi-purpose building, so there will be no increase in activity on site, just relocation of activity.

2.04 - Teen & Youths Worship

- Frequency: Sunday – Weekly
- Time: 10:00am – 11:30am
- Location: Multi-Purpose Building - Classroom & Gymnasium
- Estimated Occupancy: 150-200 people

Description: Sunday Worship service catering to our second generation members in English while Malayalam Service is being held in the main sanctuary. Currently this is being held in the basement while service is being held in the main sanctuary.

2.05 - Potluck Lunch Fellowship

- Frequency: Tuesday – Weekly
- Time: 12:30pm – 2:30pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 30-40 people

Description: Fellowship lunch after Tuesday prayer meeting.

2.06 - Senior Fellowship

- Frequency: Thursday – Once a Month
- Time: 10:00am – 12:00pm
- Location: Church Building & Multi-Purpose Building
- Estimated Occupancy: 75-100 people

Description: We have a very active, dynamic and united Senior Fellowship. We have a formal get-together once a month, usually the third Thursday of every month. The program includes singing, Bible Reading, Prayer and devotion during the first half. The second half usually is a feature presentation. The topics we covered this year include Retirement Planning, Medicare Options, Early Detection of Cancer and Aging Gracefully.

2.07 - Senior Fellowship Lunch

- Frequency: Thursday – Once a Month
- Time: 12:00pm – 1:30pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 75-100 people

Description: Senior Fellowship Lunch after the senior fellowship feature presentation. The senior fellowship enjoy eating and mingling together with a catered lunch. Our members take turns sponsoring the snacks and lunch.

2.08 - Youth Night Praise & Worship

- Frequency: Friday – Every Other Week
- Time: 7:00pm – 8:30pm
- Location: Multi-Purpose Building - Classroom & Gymnasium
- Estimated Occupancy: 75-100 people

Description: This is a contemporary worship session catering to our second generation population.

2.09 - Friday Night Kids Ministry

- Frequency: Friday – Every Other Week
- Time: 7:00pm – 8:30pm
- Location: Multi-Purpose Building - Classroom & Gymnasium
- Estimated Occupancy: 75-100 people

Description: Special Friday evening activity session for our Sunday School Children with Christian based themes and activities.

2.10 - Friday Fellowship Dinner

- Frequency: Friday – Every Other Week
- Time: 8:30pm – 9:00pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 100-150 people

Description: Small group fellowship dinner after the Kids Ministry.

2.11 - Regional Youth Camp

- Frequency: Friday, Saturday, and Sunday – Three (3) Day Event in the Summer
- Time: 8:00am – 4:00pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 200-250 people

Description: Youth from our parish and other regional churches attend a youth camp that happens annually. It is a three (3) day event that takes place during the summer.

2.12 - Vacation Bible School

- Frequency: Wednesday through Saturday – Once a Year, In June or July
- Time: 5:00pm – 9:00pm Wed. & Thurs. and 8:30am – 4:30pm Friday & Sat.
- Location: Multi-Purpose Building - Classroom & Gymnasium
- Estimated Occupancy: 200-250 people

Description: Annual Vacation Bible School for our parish children during summer break held on campus with Bible classes, singing, crafts, and activities.

2.13 - Regional Sunday School Camp

- Frequency: Friday, Saturday and Sunday – Once a Year in Summer
- Time: 9:00am – 4:00pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 200-250 people

Description: This is an annual event of the regional Sunday School students.

Image Credit: Monu Varughese Photography & Chicago Mar Thoma Church

VBS being held in the parking lot and in the Church basement. The new multi-purpose building would provide a more appropriate space for kids to play games and worship.

2.14 - Senior Fellowship Picnic

- Frequency: Thursday – Once a Year
- Time: 10:00am – 1:00pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 100-150 people

Description: Annual event that the Seniors meet and have a barbecue fellowship in the summertime with food and summer picnic games.

2.15 - Blood Donation Drive

- Frequency: Saturday – Twice a Year, Spring and Summer
- Time: 8:00am – 4:00pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 250-350 people

Description: This is an event held by the parish in coordination with the local blood bank to obtain critical blood and blood product donations for use within the local community.

Previous Blood Donation Drive hosted by the Chicago Mar Thoma Church

2.16 - Easter Fellowship Brunch

- Frequency: Sunday (Easter) – Once a Year
- Time: 10:30am – 12:30pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 350-500 people

Description: Annual Easter brunch after the Easter Sunday Service.

2.17 - Harvest Festival - Home For Homeless (Fundraiser)

- Frequency: Saturday – Once a Year, Usually second Saturday of August
- Time: 3:00pm – 9:30pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 350-500 people

Description: This annual fundraising event is held typically on the second Saturday in August under the leadership of the youth of the parish to raise funds to provide shelter to underprivileged families in India. Currently held outside in the parking lot, moving this event indoors will reduce the impact on neighbors and allow for full use of the parking area.

Previous Easter Brunch being prepared by members of the congregation. The new multi-purpose building would provide a proper kitchen for preparing meals

2.18 - Fall Festival - Women's Fellowship Fundraiser

- Frequency: Saturday – Once a Year, October
- Time: 3:00pm – 9:30pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 350-500 people

Description: This annual fundraising event is held with the leadership of the Women's Auxiliary to raise funds for underprivileged girls in India for education, and marriage aid.

2.19 - Community Thanksgiving Turkey Giveaway

- Frequency: Saturday – Once a Year, November (Saturday before Thanksgiving)
- Time: 11:00am – 6:00pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 250-350 people

Description: An annual community-focused event distributing turkeys to local families. Utilizing the new building will significantly improve event logistics by moving the distribution from the exterior parking lot to an indoor space, enhancing safety, and overall site traffic flow.

2.20 - Parish Anniversary

- Frequency: Sunday – Once a Year, November
- Time: 9:00am – 1:00pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 350-500 people

Description: We typically have our Parish Anniversary Celebration the second Sunday in November and there is a public meeting that is held after the Sunday Service which is followed by a fellowship lunch for everyone.

2.21 - Christmas Carol Service & Dinner

- Frequency: Saturday before Christmas – Once a Year
- Time: 4:00pm – 9:00pm
- Location: Church Main Sanctuary & Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 350-500 people

Description: This program begins with a dinner fellowship and then is followed by the choir singing Christmas Carol songs and the Sunday School children performing a Christmas play.

2.22 - Baptismal Fellowship

- Frequency: Saturday or Sunday – 15 to 20 Times a Year (estimated)
- Time: 10:00am – 3:00pm
- Location: Church Main Sanctuary & Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 200-250 people

Description: A lunch fellowship after Baptism is held at the Church Sanctuary.

2.23 - Birthday Gathering

- Frequency: Saturday – 3 to 4 Times a Year (estimated)
- Time: 11:00am – 2:00pm or 6:00pm – 9:00pm
- Location: Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 200-250 people

Description: Many of our members currently host thanksgiving prayer gatherings that include either a lunch or dinner fellowship afterwards for milestone birthdays. This can be conducted in the new Multi-Purpose Building.

2.24 - First Communion Fellowship Brunch

- Frequency: Sunday – Once a Year
- Time: 12:00pm – 2:30pm
- Location: Church Main Sanctuary & Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 350-500 people

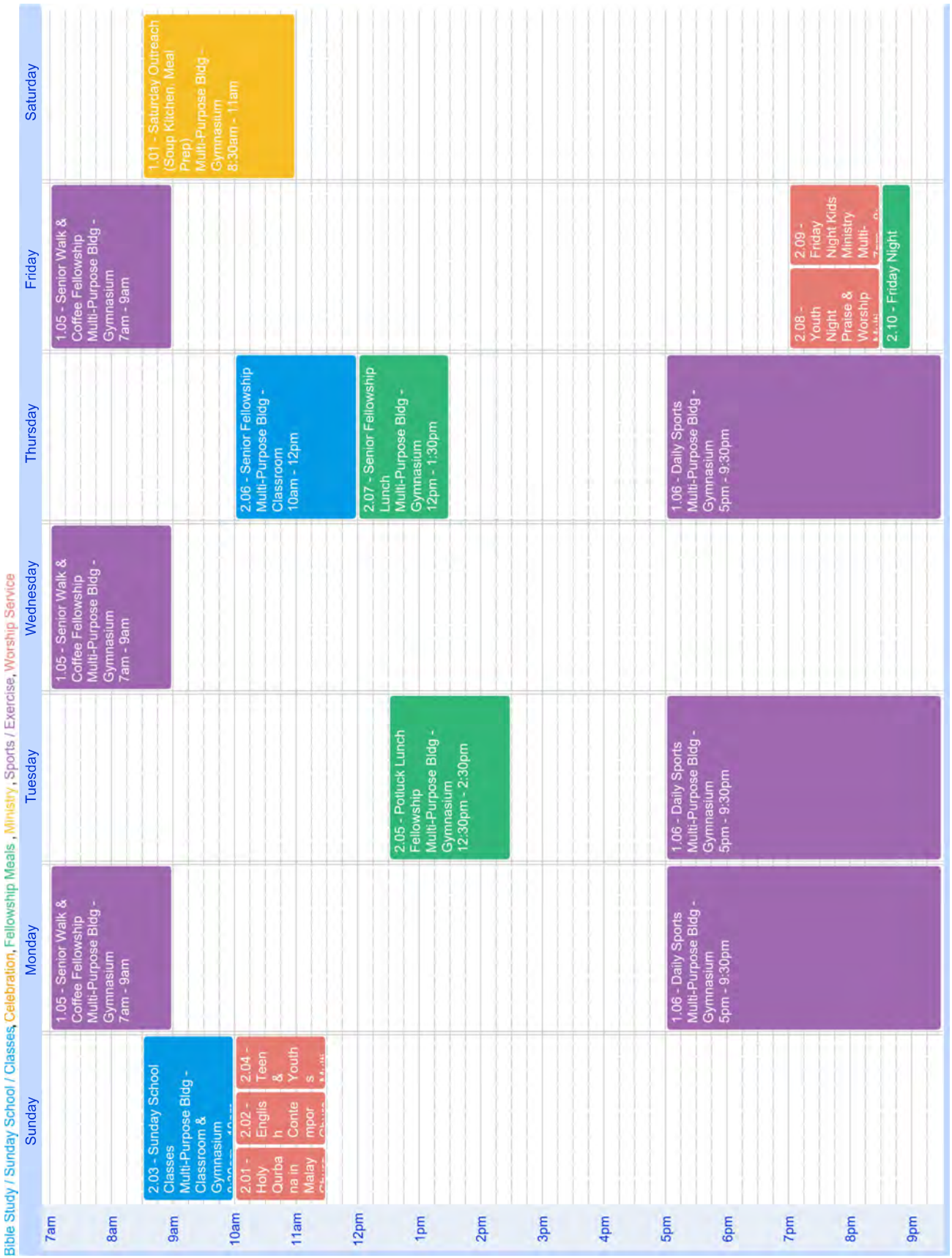
Description: This would be for a fellowship brunch that would be held after our first communion service hosted by the families of the first communicants for the members and guests who attend the first communion service.

2.25 - Baby Shower

- Frequency: Saturday – 3 to 6 Times a Year (estimated)
- Time: 11:00am – 2:30pm
- Location: Church Main Sanctuary & Multi-Purpose Building - Gymnasium
- Estimated Occupancy: 200-250 people

Description: The facility can be used by our members to host a baby shower.

Example Calendars



Bible Study / Sunday School / Classes, Celebration, Fellowship Meals , Ministry, Sports / Exercise, Worship Service

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 8:30am - 2.03 - Sunday 10am - 2.01 - Holy 10am - 2.02 - English 10am - 2.04 - Teen &	2 7am - 1.05 - Senior Walk & 5pm - 1.06 - Daily Sports	3 12:30pm - 2.05 - Potluck 5pm - 1.06 - Daily Sports	4 7am - 1.05 - Senior Walk &	5 5pm - 1.06 - Daily Sports	6 7am - 1.05 - Senior Walk & 7pm - 2.08 - Youth Night 7pm - 2.09 - Friday Night 8:30pm - 2.10 - Friday	7 8:30am - 1.01 - Saturday
8 8:30am - 2.03 - Sunday 10am - 2.01 - Holy 10am - 2.02 - English 10am - 2.04 - Teen &	9 7am - 1.05 - Senior Walk & 5pm - 1.06 - Daily Sports	10 12:30pm - 2.05 - Potluck 5pm - 1.06 - Daily Sports	11 7am - 1.05 - Senior Walk &	12 5pm - 1.06 - Daily Sports	13 7am - 1.05 - Senior Walk &	14
15 8:30am - 2.03 - Sunday 10am - 2.01 - Holy 10am - 2.02 - English 10am - 2.04 - Teen &	16 7am - 1.05 - Senior Walk & 5pm - 1.06 - Daily Sports	17 12:30pm - 2.05 - Potluck 5pm - 1.06 - Daily Sports	18 7am - 1.05 - Senior Walk &	19 10am - 2.06 - Senior 12pm - 2.07 - Senior 5pm - 1.06 - Daily Sports	20 7am - 1.05 - Senior Walk & 7pm - 2.08 - Youth Night 7pm - 2.09 - Friday Night 8:30pm - 2.10 - Friday	21 8:30am - 1.01 - Saturday
22 8:30am - 2.03 - Sunday 10am - 2.01 - Holy 10am - 2.02 - English 10am - 2.04 - Teen &	23 7am - 1.05 - Senior Walk & 5pm - 1.06 - Daily Sports	24 12:30pm - 2.05 - Potluck 5pm - 1.06 - Daily Sports	25 7am - 1.05 - Senior Walk &	26 5pm - 1.06 - Daily Sports	27 7am - 1.05 - Senior Walk &	28
29 8:30am - 2.03 - Sunday 10am - 2.01 - Holy 10am - 2.02 - English 10am - 2.04 - Teen &	30 7am - 1.05 - Senior Walk & 5pm - 1.06 - Daily Sports	31 12:30pm - 2.05 - Potluck 5pm - 1.06 - Daily Sports	1 7am - 1.05 - Senior Walk &	2 5pm - 1.06 - Daily Sports	3 7am - 1.05 - Senior Walk & 7pm - 2.08 - Youth Night 7pm - 2.09 - Friday Night 8:30pm - 2.10 - Friday	4 8:30am - 1.01 - Saturday

CHICAGO MAR THOMA CHURCH

Responses to Standards for Conditional Uses

Revised on April 22nd, 2026

Questions & Responses:

1) The proposed conditional use is in fact a conditional use established within the specific zoning district involved;

The proposed conditional use is for the expansion of an existing religious institution, falling under the Residentially Zoned Assembly Use" outlined in the municipal code. Residentially Zoned Assembly Uses are established as conditional uses within the R-3 zoning district under the Des Plaines Zoning Ordinance.

2) The proposed conditional use is in accordance with the objectives of the city's comprehensive plan and this title;

The proposed conditional use is in accordance with the City's 2019 Comprehensive Plan. Specifically, the expansion supports Chapter 6 by providing a dedicated space for the Church to host community and cultural events. In addition, by utilizing shared parking and providing all required stormwater detention, the plan is in line with the water resource management goals outlined in Chapter 7.

3) The proposed conditional use is designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity;

The proposed building utilizes the same material as the existing Church for the first floor in order to provide a harmonious appearance and character to the whole site. The building was designed to respect the surrounding neighborhood, and generous landscaping will be provided along the west property line.

4. The proposed conditional use is not hazardous or disturbing to existing neighboring uses;

The proposed conditional use is not hazardous and will actively reduce potential disturbances to neighboring uses. By constructing a dedicated indoor multi-purpose assembly space, the Chicago Mar Thoma Church will be able to transition events currently held in the outdoor parking lot inside. This operational shift will substantially decrease ambient noise and visual disruption for neighboring residents.

5) The proposed conditional use is to be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer, and schools; or the persons or agencies responsible for the establishment of the proposed conditional use shall provide adequately any such services;

The site is already served adequately by all essential public facilities, including streets, water, sewer, refuse disposal, and police and fire protection. The proposed building will require the modification of the stormwater drainage but new proposed underground water detention meets all requirements outlined by Des Plaines and MWRD.

6) The proposed conditional use does not create excessive additional requirements at public expense for public facilities and services and not be detrimental to the economic welfare of the community;

The proposed site and the expansion of existing conditional use will not create excessive additional requirements at public expense. Rather, the new space will allow the Church to expand community outreach such as food drives, Thanksgiving turkey giveaways, blood drives, and community fundraisers, helping strengthen the social and economic stability of the community.

7) The proposed conditional use does not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors;

The proposed conditional use is for the expansion of an existing Residentially Zoned Assembly Use. The activities conducted within the new multi-purpose building will not produce any smoke, fumes, glare, odors, or excessive noise that would be detrimental to the general welfare of the community.

8) The proposed conditional use provides vehicular access to the property designed that does not create an interference with traffic on surrounding public thoroughfares;

The proposed site utilizes the existing parking lots and existing access from Potter Rd, and will not cause interference with surrounding traffic as shown in the enclosed Traffic Study.

9) The proposed conditional use does not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance; and

The proposed multi-purpose building will be constructed on an already developed portion of the site, so there will be no loss or damage of any historic or natural features. The proposed location is currently a detention basin so there are very few trees impacted by the proposed building.

10) The proposed conditional use complies with all additional regulations in this title specific to the conditional use requested

The proposed conditional use complies with all additional regulations outlined in the zoning title, with the exception of the allowance for multiple principal buildings on a single site, which necessitates the concurrent PUD application. Otherwise, all applicable density, dimension, area, bulk, and parking requirements have been fully met.

Rev. 1 2026-04-22

CHICAGO MAR THOMA CHURCH

Responses to Standards for PUDs

Revised on April 22nd, 2026

Questions & Responses:

1) The extent to which the proposed plan is or is not consistent with the stated purpose of the planned unit development regulations set forth in subsection A of this section;

The proposed plan is consistent with the stated purpose of the Planned Unit Development regulations. By utilizing a PUD for the Chicago Mar Thoma site, we are able to provide the necessary classroom and assembly space needed by the growing Church on the same site as the existing building. This allows the existing parking to be used for multiple purposes, keeping the overall development more efficient than a strict application of standard zoning codes would normally allow.

2) The extent to which the proposed plan meets the requirements and standards of the planned unit development regulations;

The proposed plan meets the requirements and standards for Planned Unit Developments as outlined in Section 12-3-5. In accordance with Subsection B, the campus remains under the single ownership and unified control of the Chicago Mar Thoma Church, and the 3.43-acre site exceeds the 2-acre minimum requirement.

Regarding Subsection C.1, the allowance for multiple principal structures is necessary to provide a cohesive, unified site plan. To ensure compatibility with abutting uses per Subsection C.2, the plan provides larger-than-required setbacks along the western property line. Despite utilizing a shared parking arrangement, the site fully meets the code-required parking minimums (C.4). Furthermore, the enclosed Traffic Study confirms safe ingress and egress from the site (C.5). Finally, the project design will in no way endanger or be detrimental to the public health, safety, morals, comfort, or general welfare of the community (C.6).

3) The extent to which the proposed plan departs from the zoning and subdivision regulations otherwise applicable to the subject property, including, but not limited to, the density, dimension, area, bulk and use and the reasons why such departures are or are not deemed to be in the public interest;

The proposed plan departs from the underlying R-3 zoning regulations solely regarding the restriction of one principal structure per lot. This departure is in the public interest because it allows for the shared use of existing parking and infrastructure, overall reducing the total land footprint the development would otherwise require. All other density, setback, bulk, parking, and otherwise applicable regulations have been met in the proposed plan.

4) The extent to which the physical design of the proposed plan does or does not make adequate provision for public services, provide adequate control over vehicular traffic, provide for and protect designated common open space, and further the amenities of light and air, recreation and visual enjoyment;

The proposed plan provides adequate traffic control, as demonstrated in the enclosed Traffic Study. In addition, the proposed plan does not interfere with any public services or have any negative impact on designated common open spaces.

5) The extent to which the relationship and compatibility of the proposed plan is beneficial or adverse to adjacent properties and neighborhood;

The proposed plan's relationship to adjacent properties is beneficial to the surrounding neighborhood. By providing a dedicated indoor multi-purpose assembly space, the Chicago Mar Thoma Church will be able to transition events currently held in the outdoor parking lot to an enclosed environment. This operational shift will substantially reduce ambient outdoor noise and activity levels for neighboring residents. The site plan incorporates substantial landscape buffering along the west property line to help reduce and mitigate any visual or spatial impacts the new building might otherwise impose.

6) The extent to which the proposed plan is not desirable to the physical development, tax base and economic well being of the entire community; and

The proposed plan is for the expansion of an existing religious institution, and while religious institutions do not directly contribute to the municipal tax base, the proposed plan adds to the cultural diversity of the city and the neighborhood and to the overall well-being of the community. A dedicated multi-purpose assembly space will significantly expand the Chicago Mar Thoma Church's capacity to provide outreach to the community. By hosting food drives, Thanksgiving turkey giveaways, blood drives, and community fundraisers, the Church provides essential support and resources to local residents, which inherently strengthens the social and economic stability of the entire neighborhood.

7) The extent to which the proposed plan is not in conformity with the recommendations of the comprehensive plan.

The Des Plaines Comprehensive Plan designates the future land use as institutional, and the PUD fits with the Plan's core recommendations. By utilizing existing impervious parking areas and providing all required stormwater detention, the proposed site is in line with the goals of Chapter 7 of the Comprehensive Plan. Furthermore, Chapter 6 of the Plan emphasizes partnering with local institutions to celebrate the community's diversity and unite residents. By expanding our facility to host events, food drives, and cultural gatherings, the Chicago Mar Thoma Church is directly advancing these municipal goals.

Rev. 1 2026-04-22

CHICAGO MAR THOMA CHURCH

Photos of Existing Site Conditions

Aerial Imagery of the Site looking West. Photo taken in April 2025.

Aerial Imagery of the Site. Photo taken in September 2025.

Photo of Lot 3, containing the existing church building as well as an entry from Potter Rd and a asphalt parking lot. Also shown is Lot 4, 5 and 6. Photo taken in June 2025

Photo of Lot 4, also showing Lot 3 containing the existing church building and Lot 5 containing existing asphalt parking lot. Photo taken in June 2025

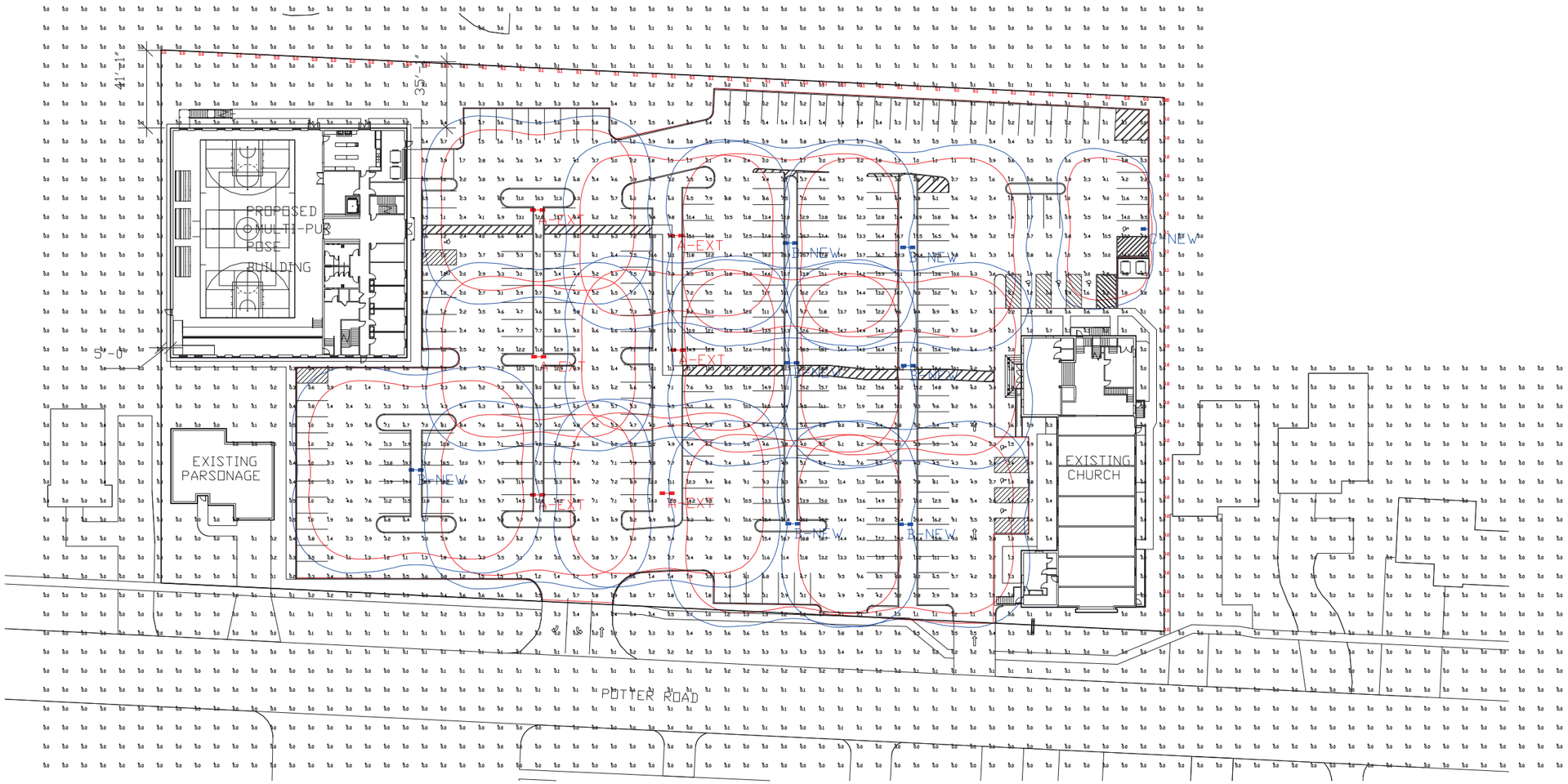
Photo of Lot 5 and Lot 6. Photo shows entrance to asphalt parking lot from Potter Rd into the existing parking lot of Lot 5. Photo taken in June 2025.

Photo of existing Parsonage located on Lot 6. Lot 5 also shown to the right of the photo. Photo taken in June 2025.

Photo of existing church building located on Lot 3. Photo taken from existing asphalt parking lot on Lot 5. Photo taken in June 2025.

Photo of existing retention basin and proposed location of the Multi-Purpose building. Photo taken from existing asphalt parking lot on Lot 5. Photo taken in June 2025.

Photo of existing retention basin and proposed location of the Multi-Purpose building. Photo is taken from existing asphalt parking lot located on Lot 5. Photo taken in June 2025.



Calculation Summary								
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min	Grid Z
ALL CALCS AT GRADE	Illuminance	Fc	2.41	23.2	0.0	N.A.	N.A.	0
NORTH BOUNDARY	Illuminance	Fc	0.07	0.1	0.0	N.A.	N.A.	N.A.
WEST BOUNDARY	Illuminance	Fc	0.02	0.1	0.0	N.A.	N.A.	N.A.
PARKING LOT	Illuminance	Fc	6.71	23.2	0.0	N.A.	N.A.	

PHOTOMETRIC EVALUATION
NOT FOR CONSTRUCTION

Based on the information provided, all dimensions and luminaire locations shown represent recommended positions. The engineer and/or architect must determine the applicability of the layout to existing or future field conditions.

This lighting plan represents illumination levels calculated from laboratory data taken under controlled conditions in accordance with The Illuminating Engineering Society (IES) approved methods. Actual performance of any manufacturer's luminaires may vary due to changes in electrical voltage, tolerance in lamps/LED's and other variable field conditions. Calculations do not include obstructions such as buildings, curbs, landscaping, or any other architectural elements unless noted. Fixture nomenclature noted does not include mounting hardware or poles. This drawing is for photometric evaluation purposes only and should not be used as a construction document or as a final document for ordering product.

The IES no longer uses the Cutoff Classification System for LED fixtures. The IES classifies LED fixtures with the BUG rating which refers to the Backlight-Uplight-Glare system. An Uplight of "U0" most closely matches the old Full Cutoff rating.

Luminaire Schedule									
Symbol	Qty	Label	Arrangement	Description	Mounting Height	LLF	Arr. Lum. Lumens	Arr. Watts	BUG Rating
	6	A-EXT	D180*	SLM-LED-30L-SIL-FT-50-70CRI	18' POLE + 2' BASE	0.600	63424	426	B4-U0-G4
	7	B-NEW	D180*	SLM-LED-30L-SIL-FT-50-70CRI	18' POLE + 2' BASE	0.950	63424	426	B4-U0-G4
	1	C-NEW	Single	SLM-LED-30L-SIL-FT-50-70CRI-IL	14' POLE + 2' BASE	0.950	20433	213	B1-U0-G3

Dimensions of drawings that have been scaled or converted from PDF files or scanned /submitted images are approximate.

Total Project Watts
Total Watts = 5751

5888 ALLIANCE RD. CINCINNATI, OHIO 45246 USA
(513) 793-3313 • FAX (513) 793-5883

LIGHTING PROPOSAL LD-135483-2A

CHICAGO MAR THOMA CHURCH
240 POTTER RD
DES PLAINES, IL

BY:RNK	DATE:11/08/16	REV:04/24/26	SHEET 1 OF 1

SCALE: 1"=30' ARCH D 0 30

TRAFFIC and PARKING STUDY

for the

Chicago Mar Thoma Church Trustees for a

New Multi-Purpose Facility at Chicago Mar Thoma Church Property
240 Potter Road, Des Plaines, IL 60016

Project Traffic Engineer: Cliff Toberman, P.E.

NORMAN J. TOBERMAN & ASSOCIATES, LLC
CIVIL ENGINEERS & LAND SURVEYORS
115 S. Wilke Road, Suite 301
Arlington Heights, IL 60005
(847) 439-8225 FAX: (847) 749-4104
NJT PROJECT #25-7625

DATE 05/06/26

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1. INTRODUCTION

A traffic and parking study was conducted to examine a new 15,000 sqft., Multi-purpose Facility to be added at the southwest corner of the 3.43 acre property. The new faclilty would complement the existing Chicago Mar Thoma Church located on the opposite/north side of property. The Church is located at 240 Potter Road in Des Plaines. The new facility building measures approximately 121' x 125' with entrance located on the building's north side. The new facility will have a 9,000 sqft recreational court area along the building's south side that will provide for a basketball as well as other recreational court activities such as volleyball, pickle ball, badminton etc. Thus, the facility will also support a sports ministry component for the church. On the north side of the new building will be classrooms provided for Sunday early morning religious study before the church's later morning worship service. A mechanical room will be at the building's northwest corner and all refuse bins will be stored indoor in this building area and be wheeled out during refuse collection day(s). The overall site design has made careful use of existing parking lot and drive aisle circulation combined with existing use of north and south entrances that will maintain the use, safety and enjoyment of the new facility by its church members (see Site Plan in Appendices). Existing parking will be continue to be provided in the main lot. Also, a new parking lot is proposed along the north and east sides of the new facility having 17 spaces as well as 2 ADA spaces provided adjacent the new facility's north entrance. Thus, overall parking will be complementary as it will be shared between the new facility and the existing church. Equally important, the church will be adding landscaping to complement the site and building improvements consistent with the nicely landscaped property today.

The Church is located approximately 0.30 miles south of the intersection of Potter Road (a Cook County Highway) and IL Route 58 (Golf Road) as well as 2 miles east of downtown Des Plaines. The proposed facility is consistent with the City of Des Plaines Master Plan that "incorporates growth principals" by offering religious and recreational growth opporutites to the church community. The new facility will also enhance the church's outreach capabilities as well as increase communication and provide collaborative efforts in the community through its variety of programs. Equally important and consistent with the City of Des Plaines, the project will promote recreational facility weekday and weekend use. Detailed listing by the Chicago Mar Thoma Church of expected activities and programs is shown in a chruch brochure provided in the Appendices. Most of these programs are provided today in the main Church building and thus a portion of these programs will be transferred to and enjoyed by the church membership in the new facility.

A main traffic study objective is to evaluate the existing traffic conditions and new facility's estimated traffic generated as well as parking. This includes analysis of the existing north and south Church entrance ingress/egress to adjacent Potter Road and assessing any impacts to roadway traffic flow. The study also includes determining the Church's and Potter Road's peak AM Sunday morning hour of traffic as well as the post church worship peak PM early afternoon peak traffic hour. Equally important, the weekday afternoon PM peak hour for Potter road traffic was determined as the new facility's multi-purpose recreational use will have weekday late afternoon to early evening use as well as weekend use in the afternoon. Furthermore, the new facility's estimates of generated traffic for both church and recreational use was made using the Institute of Transporation Engineers (ITE) traffic generated trip studies from the latest ITE Trip Generation Manual, 12th Edition. These projections of traffic for the new Multi-purpose Facility's were integral to evaluating the affect on existing Potter Road traffic conditions. In particular, careful examination of proposed left-turn movements in and out of the existing church's north and south entrances was made relative to the existing Potter Road traffic. Right-turn

inbound/outbound movements were also estimated based on the ITE study data as well as the existing traffic and gap count data. Also, parking requirements were reviewed including general on-site circulation to the north and south entrances and new and existing building entrances. Equally important, discussion of the new pedestrian cross-walk interconnecting the two building entrances was provided.

Lastly, a general overall assessment of the new facility's variety of Multi-purpose uses, frequency, time periods and number of expected participating people was conducted. Noteworthy, many of the events are scheduled outside of Potter Road peak-hours and in general will have little affect to Potter Road peak traffic. Furthermore, many of the events are being transferred from the Church to the new facility and are not nessessarily generating new trips. Also, for youth programs parents will be dropping and picking up their children. A summary of the study including conclusions and recommendations are provided at the end of the report for the new Multi-purpose Facility.

2. EXISTING TRAFFIC CONDITIONS AND PARKING

The traffic study provides a detailed documentation and analysis of existing and proposed estimated traffic generated by the new facility and evaluates any impacts to adjacent Potter Road traffic. Included in the appendices are existing traffic count tables and exhibits that address:

- Potter Road existing traffic volumes and characterization of traffic volumes, vehicle platooning and traffic gaps for Sunday morning and early afternoon and Thursday later afternoon;
- Vehicular turning movements at the existing Church's north and south drive entrances and
- Potter Road signalization, northbound/southbound traffic flow and vehicle platoon and gaps.

On Sunday, March 15th a traffic count and evaluation of the Sunday morning and early afternoon existing Potter Road traffic was made every 15 minutes that included count of existing north and south church entrances and observation of ingress/egress to Potter Road from these entrances. Also, existing Church parking was counted before, during and after the main worship service to assess parking demand, preferred parking and dropoffs and pickups at the Church entrance. The existing church parking lot has 233 spaces that are accessed by multiple east-west drive aisles as well as perimeter north-south drive aisles. The counts and observations allowed for determining the existing Church's peak hour of traffic generated as well as for Potter Road peak traffic hour. Further, on Thursday, March 19th a second Potter Road traffic count was conducted late afternoon every 15 minutes to determine the PM Peak Hour that included counts of northbound and southbound traffic volumes and summaries provided in the Appendices. Counts were also made on Friday, March 28th and Saturday, March 29th. The following is a brief summary of Potter Road and the local roadway system.

Potter Road is a Cook County north-south 3-lane road having 12' wide northbound, southbound and center lane for left-turn movements to either side of the road. It has concrete curb and gutter and concrete surface with inlets spaced along each side of the road. The posted speed limit is 35 mph. IDOT's average daily traffic for Potter Road is stated at 6,700 vehicles a day. In comparison, nearby north IL Route 58 (Golf Road) has daily traffic volume of 29,400 vehicles or approximately 4 times that of Potter Road. Potter Road terminates approx. 1,560' north of the Church at IL Route 58 (Golf Road). Potter Road interconnects IL Route 58 (Golf Road), Emerson Street, Church Street, Ballard Road and East Dempster Street to the south. Both Dempster St. and IL Route 58 (Golf Road) provide acess to the adjacent I-294 tollway that lends to minor observed truck use on Potter Road. Dempster Street allows for only northbound exit ramp and southbound entrance ramp to I-294. IL Route 58 (Golf Road) allows for only I-294 southbound exit ramp as well as northbound entrance ramp. Traffic signalization is

provided along Potter Road that includes signalized intersections at the noted Dempster Street and Ballard Road as well as at Church Street and IL Route 58 (Golf Road). Observation of Potter Road, traffic signals at the Church Street and Ballard Road inersections showed a 2 minute green-light split cycle time for Pottter combined with an approximate 30 second green-light split cycle time on the cross-street that varied depending on volume of cross-street traffic. Thus, total cycle times were approximately 2.5 minutes and sychronized at the Potter Road intersections south of the Church. In general, as Potter Road's traffic volume increased during the weekday PM peak hour the Potter Road intesection queue length increased accordingly at the intersection but all northbound and southbound traffic was able to continue thru the intersection under green-light cycle. Most important, all queued Potter Road peak PM traffic at each intersection was able to proceed north or south on Potter Road without delay despite having larger platoons. Furthermore, during the pm peak hour the weekday Wednesday, Thursday and Friday late afternoon counts all showed that the increased peak hour traffic significantly lessened the number and length of traffic gaps used for left turn movements to and from Potter Road. In addition, during the weekday PM Peak hour, Church Street and Ballard Road traffic volume also increased that resulted in extending the split green light cycles for each road. This resulted in delaying Potter Road's northbound traffic at the Church Street intersection. As a result, occasional larger traffic gaps in northbound Potter Road traffic were observed and counted during the Wednesday late afternoon count adjacent the Church facility. However, concurrent traffic gap counts still showed reduced number of traffic gaps during the peak PM hour as provided in the Wednesday gap count data discussed further below. In constrast, the Sunday morning traffic count saw abundant and very large traffic gaps for the morning and early afternoon time periods adjacent the existing south and north church entrances that will be discussed further as well.

The existing land use for the area is largely mixed-use having single family homes on the west side of Potter Road and multi-family homes and apartment complexes along Potter Road's east side. Noteworthy, the North Main Fire Protection District #1 fire house is located directly across the street from Chicago Mar Thoma Church's south entrance and parking lot. Also, the Islamic Community Center of Des Plaines is located also on the wide side of Potter Road approx. 1,100 feet south of the Chicago Mar Thoma Church's south entrance. Observation of the community center's parking lot was made on Sunday morning and it happened to have only minimal parking spaces occupied. Furthermore, Advocate Physical Therapy-Neuroscience center is located 900' to the south while Maine East high school is located 3,500' south at the southeast corner of Potter Road and E. Dempster Street. Limited fast-food and strip centers are located at the above noted intersections with Potter Road.

In general, the traffic counts found Potter Road to have a very low Sunday traffic volume in early and mid-morning time periods as one would expect. The Thursday PM traffic count in constrast showed consistent moderate traffic volume. Both counts showed approximately equal use of north and southbound lanes and no traffic delays were observed on either day. Noteworthy, the middle left-turn lane was used occasional for left turns by the Church members on Sunday given the number of large traffic gaps available. However, during the weekdays PM peak afternoon time periods the left turn lane was used predominately by residents for left turns into their properties along Potter Road as well as at the Emerson Street and Lady Bird Lane. Potter Road traffic is characterized by platoon of vehicles in both northbound and southbound lanes that was documented in the count data. On Sunday, vehicle platoon lengths were consistently lower varying between 3 and 6 vehicles in either direction due to less traffic flow in general. In contrast, Thursday late PM counts documented larger and greater variation in vehicle platoon lengths between 2 to 30 vehicles with average of 10-11 vehicle-platoon lengths in the

southboud lane due to larger traffic volume. Northbound Thursday's count showed vehicle platoon lengths averaging between 5-8 vehicles and on occasion a greater than 25 vehicle platoon. However, an average of 8 vehicle length platoons in northbound traffic and 11 vehicle length platoons in southbound traffic generated traffic gaps. As mentioned previously, "vehicle platoons" are a typical result of the signalization provided at the further south cross-street intersections as well as to the north at Potter Road's signalization with IL Route 58 (Golf Road). Potter Road southbound traffic is largely from IL Route 58 (Golf Road) left and right turns to southbound Potter Road lane that were observed and counted. During IL Route 58 (Golf Road) peak weekday PM hours, left turns south are predicated on the IL Route 58 (Golf Road) left-turn cycle that creates a vehicle platoon. However, as left turn vehicles are queued at this signal, large traffic gaps are also created that clearly are used by existing Potter Road traffic, the existing church as well by new facility's inbound and outbound left turns. Observations of signalization cycles on Dempster Street to the south and IL Route 58 (Golf Road) to the north showed the development of these vehicle platoons. Potter Road's syncronized green-light cycle signalization at Church Street and Ballard Road intersections supported platoon traffic flow consistent with the 2 minute Potter Road green-light cycles. However, at Church Street and Ballard Road traffic varied in the east-west traffic volumes and was very light on Sunday resulting in a short green-light cycle for these side streets. Other side streets (Nole, Emerson, Lady Bird, etc.) have stop signs at intersection with Potter Road and at the Sunday noon time period showed at most 2 vehicles queued for approxiamtely 10-20 seconds waiting to make left-turns onto Potter Road while right-turns were completed in less than 10 seconds consistently. This was also the case for church entrance right turns out onto Potter Road.

Manual traffic counts for Potter Road Road and at the existing Church's north and south entrances were made on Sunday, March 15th between 9:00 and 1:00 PM. Also, a count was made on the following Thursday afternoon, March 19th between 3:30 - 6:00 PM. Further counts were made on Friday, March 27th between 12-1:30 PM and 4:15-6 PM. Also, the following Saturday, March 28th a count was made 12-2 PM. Lastly, on Wednesday, April 29th a count was made between 4 - 6:30 PM of Potter Road as well as Potter Road's intersection with Church Street and IL Route 58 (Golf Road). The traffic counts showed approximately 65% of the Church members arrive from the north using the southbound lane of Potter Road while 35% of the church membership arrived using the northbound lane. Overall, Potter Road traffic was relatively consistent throughout the count periods with thru traffic volumes approximately split between northbound and southbound lanes as noted earlier. An average of the data did show that 52% traffic was northbound and 48% southbound in general with larger vehicle-platoon lengths for the southbound lane. This was true for Wednesday and Thursday late afternoon counts as well that continued to show similar traffic volumes in each direction. Very noteworthy, there were abundant traffic gaps greater than > 10 seconds on both Sunday, Thursday. Friday and Saturday counts. Sunday traffic counts showed the greatest number of traffic gaps. Sunday morning had approximately 47% less peak hour traffic flow compared to Thursday's 4:45-5:45 Peak PM hour time period count data. Also, Sunday's 12:00-1:00 PM traffic count volume was approximately 70% of Thursday's Peak PM hour traffic volume. Sunday morning AM Peak Hour traffic volume between 9:30-10:30 AM consisted of outbound early morning religious study traffic that was approx. 67% of the Sunday PM Peak Hour 12:00-1:00 PM main worship traffic volume counted. Also, the larger Thursday late afternoon 4:45-5:45 PM Peak hour traffic exhibited much greater vehicle platoon lengths compared to Sunday PM time period given the much higher volume of traffic on Thursday compared to Sunday. Most important on Thursday, sufficient number of traffic gaps greater than 10 seconds were counted between the Thursday vehicle platoons. As mentioned, Thursday vehicle-length platoons were highly variable having platoons as little as 2 vehicles up to 30 vehicles in length. The average was an 8 vehicle platoon in the northound

lane and 11 vehicle platoon in the southbound lane. Also, on Thursday afternoon for the PM-peak hour average 15-min. time period counted had an average of 23 gaps greater than 10 seconds in the northbound lane and 17 traffic gaps in the southbound lane. Gap counts estimated the average gap to be 30 +/- seconds. Thus, this equates to just over 1 gap per minute in each lane. Based on this information, the estimated outbound right turns and inbound left turns onto Potter Road would be accomplished in 30 seconds on average. Outbound left turns would take approximately 30 to 60 seconds given that the use of the left-turn lane would be necessary and that concurrent gaps between northbound and southbound lanes would have to be used. The Potter Road middle left turn lane was used by existing left-turning traffic in general during the count periods. The Wednesday PM peak afternoon count observed left turn inbound and outbound movements to and from the center left-turn lane with resulting middle lane vehicle queues varying between 1-2 vehicles.

The parking lot was approximately 80% occupied on Sunday morning having approximately 180 spaces filled of the 233 parking spaces available (See Appendices for parking use). The north and central portion of the parking lot spaces closest to the church were used as one would expect. The furthest south parking lot area was largely unused being the most inconvenient parking lot to use for the main Sunday Church worship service and religious studies. Note both uses compete for North Entrance use and with the Church's plan to move the Sunday early morning's religious studies to the new facility the more efficient south entrance will utlized more. Noteworthy, the south lot would make for very convenient parking for programming at the new facility that would be located in close proximity to this parking being located at the southwest portion of the property. Also noteworthy, all drop-off and pick-up of church members at the church's north entrance used the existing north church entrance. Thus increased use of the south entrance will lessen the north entrance's use. The south entrance is typically used to access available south lot parking as the north parking area filled. Thus, later arriving chuch members use the south entrance exclusively as one would expect.

The ITE study trip generation graph and equation for Church use is based on square footage. Using the upper generation ranges of the ITE studies comparable ITE trip estimates can be made for the 7,500 sqft. Chicago Mar Thoma Church Sunday services to what was observed at the Sunday late morning worship service trips and parking used. The ITE studies for church generated trips is highly variable and covers many different church studies both large and small. The ITE Church 560 Land-use is provided in the appendices and has an average trip generation rate of 11.2 trips per 1,000 sqft. of church. The ITE estimate has great variability of estimates between 3.36-51.31 trips per church 1,000 sqft. footprint. Thus for a 7,500 sqft. church facility ITE would estimate a lower 84 trips (i.e, 11.2 trips x 7.5). However, using 50 trips per 1,000 sqft. (the upper range) an estimate of 375 trips (i.e, 50 x 7.5) would be made that greatly exceeds the 176 trips counted at the combined north and south entrances for the Sunday, March 15th worship service. Thus, using an ITE estimate closer to 23 trips per 1,000 sqft or 170 trips (23 trips x 7.5). The March 15th, worship service occupied 186 parking spaces with approximately 372 church members present if one generally assumes there are 2 members per vehicle. The Church does estimate 350-500 attendees for its larger programs that would make use of the 245 parking spaces proposed in the Site plan that inclues a southeast parking lot adition. In this way 500 church members can be accommodated for large progam events and worship. Note this is approximately 31% larger number of attendees than was observed on Sunday, March 15th's worship service. Thus, it is possible that the reported # of trips could be increased from 176 trips observed on March 15th to approximately 232 trips for religious holidays.

The Sunday early-to-mid-morning traffic on Potter Road was extremely light and capable of accommodating larger peak levels of incoming and outgoing Church entrance traffic as discussed above. Moroever, outbound trips from a large programed luncheon event are expected to extend into mid-afternoon. Thus, new facility program lunch events on Sunday and well on Saturday for a variety of events will lessen weekend mid-afternoon PM peak hour outbound trips. Therefore, for a large, infrequent event the generated Sunday PM peak hour 12-1 PM Potter Road traffic would not impact Potter Road's light traffic reported in the Sunday March 15th traffic count and discussed later in this report.

In general, during the Sunday 12-1 PM peak hour traffic count observed left turn delays of less than 30 seconds were observed as large traffic gaps were generated by the above noted signalized intersections and much lighter overall Sunday traffic volume documented by the count data. In contrast and based on Thursday's 3:30-6:00 PM Potter Road traffic count, data showed traffic peak hour traffic of 1,526 vehicles was 43 % greater than Sunday traffic count that had traffic total volume of 1,064 vehicles. Also, Thursday PM count in general had lesser number of traffic gaps and lengths compared to Sunday PM 12-1 PM time period as one would expect that is reported in the following daily counts below.

Potter Rd. Sunday Mid-Morning 9:30-10:30AM (see Ex. Traffic Counts & Exhibit in Appendices):
On Sunday, March 15th, Potter Road AM Peak Hour traffic occurred between 9:30-10:30 AM and consisted of a total of 717 vehicles; 390 Southbound vehicles (54%); 327 northbound vehicles (46%). Overall, Potter Road traffic was largely through-traffic having very few turning movements to or from residential cross-streets or nearby/adjacent residential drive entrances on the east side of Potter Road. Potter Road had no delays observed on Sunday and in general during the studied days having consistent freely moving traffic at or above the 35 mph speed limit. The only exception noted was Friday afternoon discussed later. Also, on Sunday on one occasion a resident "backed-out" of their driveway into Potter Road's middle shared left-turn lane during a large roadway traffic gap that was made quickly and safely with no impact to Potter Road traffic given the large traffic gap. On another occasion a southbound vehicle surprisingly passed a very slow moving southbound vehicle at high rate of speed using the middle turn lane that typically went unused throughout the study period. Numerous roadway traffic gaps allowed for the north and south church drive entrances to accommodate right and left turns into and out of the church parking lot. Right turns were made with no or very little delay while left turns had delays varying between 5 to 30 seconds given the notable very light traffic observed on Potter Road consistent with count data.

Church Existing North & South Entrances (See Existing Traffic Counts & Exhibit in Appendices)
The Church's existing north entrance is a two-way drive entrance 24' wide having 12' wide inbound and outbound lanes. This entrance was dominated by right-turning church inbound traffic ahead of the 10 AM worship services with the exception being a small number of left-turning outbound early morning church religious studies traffic after earlier morning classes had completed. Also, a handful of north entrance outbounds were return trips after having dropped off church members at the church's main south entrance and adjacent ADA ramp. Thus, for a 15 to 30 minute time period there were simultaneous cars entering for the later morning worship services as a portion of the religious study classes church members were leaving the parking lot's north and south entrances. Specifically, between 9:30-10:30 AM, the north entrance inbound traffic count had 15 left turns inbound from northbound Potter Road compared to the dominant 59 inbound right turns into the church parking lot from Potter Road's southbound lane. The north entrance is connected with the parking lot's northern most east-west

drive-ailse that leads directly to the church's main front door entrance. Furthermore, ADA spaces are located on the north side of the drive aisle while senior parking spaces are provided along the south side of the north drive aisle. Regarding the north entrance outbound traffic, there were 10 outbound left-turns to Potter Road's northbound lanes and only 2 outbound right turns proceeding into Potter Road's southbound lane.

In contrast, the Church's south entrance is much larger than the north entrance and has a large 36 foot wide entrance consisting of two 12 foot wide outbound lanes for left and turns and one 12 foot wide inbound lane. The south entrance is very important overall as it is very effective in facilitating inbound and outbound safe traffic movements. The entrance's north curb has a 20 foot radius while the south curb has a 28 foot radius that allows for ease of inbound and outbound right-turns as well as simultaneous use of entrance lanes. The south entrance also has the ability to queue two vehicles in both left and right outbound lanes. Further, the inbound lane can also queue a vehicle temporarily if adjacent parking lot drive aisle traffic conditions warrant. The south entrance count during the 10:30-11:30 AM peak hour saw 36 left inbound turns and 31 right inbound turns. Outbound turns were 15 left-turns and 9 right-turns. Thus, the 9:30-10:30 AM peak hour morning traffic for the southbound entrance totalled 91 vehicles which was slightly higher than the 86 vehicles for the north entrance during the 9:30-10:30 AM peak hour time period. The north and south entrances combined traffic total for this period was 177 cars (or 25%) of the counted Potter Road's traffic volume of 717 cars for combined northbound and southbound traffic flow. In comparison, the 12-1 PM peak hour for the north entrance managed a total of 78 cars vs. 85 cars at the south entrance for a total of 163 cars. Thus, for Sunday early morning religious studies classes and late morning worship services both entrances were used approximately equally with slight south entrance preference and greater entrance use during the 9:30-10:30 AM period. Also, Potter Road's middle left-turn lane was not used for the Sunday 9:30-10:30 AM time period and was used only twice during the 12-1 PM peak hour time period. Left-turning outbound vehicles entering the left-turn middle lane in both cases caused only a slight and temporary slowing of Potter Road through traffic flow in each direction. In each instance, the left-turn middle lane vehicle was queued for approximately 10 seconds before safely merging into northbound traffic flow. A noteworthy observation at the south entrance was that if either of the two left-turning outbound vehicles had waited 10 seconds longer at the south entrance instead, a large traffic gap would have become available for the left-turn to occur directly into the northbound lane without temporary queue in the middle lane on these two isolated occasions during the peak 15-minute interval of the Sunday peak hour 12-1 PM count.

South entrance traffic queuing observations showed that the outbound left-turn lane vehicle queues ranged were between 1 and 2 vehicles that resolved within a 10-30 second time period. The south entrance design provides for 2 vehicles to safely queue and remain outside the adjacent drive aisle and be safely several feet from southbound traffic flow. However, on one occasion during the Sunday, 12-1 PM peak hour the total entrance queue peaked at 6 vehicles that extened into the adjacent north-south drive aisle. Noteworthy, this large queue dissipated in consistent and orderly fashion within approximately a 30 to 45 second time period once a typical large traffic gap became available. Moreover, Sunday had extensive gaps generated from vehicle platoons in either direction that varied between 2 and 6 vehicles only. The right-turn outbound lane had only occasional vehicle queuing of between 1 and 2 vehicles. Overall, right turn delays were minimal with no significant delays observed and the 2-vehicle queue dissipating within 10-15 seconds. As mentioned earlier, on two occasions outbound left-turns used the middle lane to temporarily queue as they waited for the northbound platoon vehicles to pass the south entrance that allowed the queued vehicle to orderly and safely merge into the

northbound lane of Potter Road without incident. However, on both occassions adjacent northbound and southbound cars reduced speed slightly when these cars passed by the queued middle-lane vehicle.

Potter Road Sunday (12 - 1 PM) Peak Hour Traffic:
The Sunday 12-1 PM Potter Road traffic consisted of a total of 1,064 vehicles; 538 southbound vehicles (51%); 526 northbound vehicles (49%). Overall, Potter Road Sunday early PM traffic had largely through-traffic having limited turning movements at residential cross-street intersections to the north and south of the church. Potter Road's northbound or southbound lanes traffic incurred no delays with traffic flow at or above the 35 mph speed limit. Potter Road is characterized by vehicle platoons in both northbound and southbound lanes as noted earlier and discussed at greater lengths on weekday and Saturday counts. Northbound lane observations noted consistent vehicle platoons varying between 2 to 8 vehicles in length with typical average platoon between 4 and 5 vehicles. In contrast and to be discussed later, Thursday late afternoon Potter Road northbound/southbound counts showed much larger and variable vehicle platoons averaging 8 - 11 vehicles in length with a maximum/isolated 25-30 vehicle-platoon length. Sunday southbound lanes were observed to have typical vehicle platoon lengths of 2 to 6 vehicles with average platoon of 4 vehicle-length. Southbound traffic originates at the Potter Road/IL Route 58 (Golf Road) signalized intersection (see traffic count of intersection discussion provided in separate section below). Left turns and right turns are made from IL Route 58 (Golf Road) to Potter Road that form the southbound vehicle platoons. However, the noted signalization also allowed for ample and long duration gaps to be generated on Potter Road as infrequent passing vehicle platoons occurred in each lane. On Sunday. the early AM/PM "total entrance traffic volume" between 9:30-1 PM was a lesser 19% of the total Potter Road traffic volume. Thus, the outbound traffic generated after the church worship peaked for only 20-30 minutes. Thus, for the most part Potter Road was consistently lightly traveled throughout each AM/PM time period. During these peak hours Potter Road had 48% northbound lane traffic and 52% southbound lane traffic.

Potter Road Thursday (4:45 - 5:45 PM) Peak Hour Traffic:
The Thursday PM peak hour traffic on Potter Road occurred between 4:45-5:45 PM with a total of 1,526 vehicles having 744 southbound vehicles (49%) and 782 northbound vehicles (51%). Overall, Potter Road traffic was largely through-traffic with relative equal traffic flow in each direction and having limited turning movement traffic at street intersections to the north and south of the church. Potter Road northbound or southbound traffic never experienced delays with traffic moving smoothly at or above the 35 mph speed limit. As one would expect, Potter Road Thursday total traffic of 1,526 vehicles exceeded Sunday total 1,526 vehicles by 462 vehicles. Thus, Sunday PM traffic has approximately 68% of the Thursday/weekday peak hour traffic volume. Furthermore, during Thursday's 4:45-5:45 PM peak hour the northbound vehicle-platoons averaged between 5-9 vehicles while larger southbound platoons averaged between 10-11 vehicles. A larger 38 vehicle platoon was observed/counted at 4:50 PM while the largest northbound vehicle platoon was 27 vehicles at 4:45 PM, the beginning of the PM peak hour. Clearly, these occasional larger platoons lessen available traffic gaps as was noted in the data. Traffic gaps documented during this time period totaled 68, with gaps greater than 10 seconds that would be available for left-turn movements to or from Potter Road. This averages to approximately one 10+ second traffic gap each minute during the peak hour that is long enough for left and right turns onto Potter Road to be completed safely. Thus, when considering both north and south entrances, an average of 2 vehicles can exit the Church parking lot during the peak PM weekday time period similar to that observed on the Sunday count. As mentioned previously, Potter Road's

middle turn lane was rarely used but remains available to assist in Church entrance left-turn outbound/inbound movements to and from Potter Road.

Moreover, inbound right turns from Potter Road are easily and readily made as was observed on numerous occasions. Outbound right-turns onto Potter Road must have an approximate 10 second traffic gap available in southbound traffic flow and observation showed right-turns being made between 5-10 second gaps. Typical soutbound vehicle platoons varied between 1 to 30 cars with average between 10 - 11 vehicles while northbound vehicle platoons were lesser with average between 5 - 8 vehicles. Lastly, while traffic gaps greater than 10 seconds were counted in many instances "median traffic gaps between 15-20 seconds were more typical that allow for ease of 2-vehicle queues to readily dissipate at north and south entrances.

Potter Road Friday (12:15 - 1:15 PM) Peak Hour Traffic:
Potter Road Friday lunch hour peak hour traffic of 1,207 vehicles was slightly less than the PM Friday Peak Hour of 1,299 total vehicles reported below. Northbound lane vehicle-platoons averaged between 3-5 vehicles while larger southbound platoons averaged between 8-11 vehicles. This is due to northbound lanes peak hour traffic of 502 cars vs. southbound lanes traffic of 705 cars. Also noteworthy, southbound vehicle platoons of 37, 38, and 66 vehicle-lengths were observed/counted between 12:45-1:16 PM which undoubtedly was the busiest 30-minute time period for Friday Potter Road traffic. On average one traffic gap exceeding 10-seconds was observed and calculated per minute on southbound lane traffic. For the northbound lane on average a larger 2 traffic gaps greater than 10 seconds were observed and calculated per minute based on the vehicle-platoon data.

Potter Road Friday (4:45 - 5:45 PM) Peak Hour Traffic:
On Friday during the later afternoon peak hour traffic was approximate 85% of the Thursday traffic volume that may be attributed to the workforce ending work earlier on a Friday. Also northbound lane peak hour traffic was 702 cars while southbound lanes was a lesser 597 cars. As noted above for the Friday 12:15-1:15 PM time period there was greater traffic southbound with 705 cars vs. the 597 southbound cars late afternoon for the 4:45-5:45 PM time period. Northbound vehicle-platoons averaged between 3 - 6 vehicles while southbound platoons averaged between 8 - 11 vehicles. The largest vehicle platoons observed/counted were 30 that was attributed to delayed traffic at the Ballard Road/Potter Road signalized intersection. The southbound lanes temporarily backed up at the Ballard Road/Potter Road singalized intersection resulting in less traffic volume and traffic gaps. Also noteworthy during the count there was an ambulance observed leaving the Fire Station across the street and proceeding northbound. On average, 1 traffic gap greater than 10-seconds was observed per minute on southbound traffic. On the northbound lane on average 2 traffic gaps greater than 10-seconds were observed per minute.

Potter Road Saturday (12:30 - 1:30 PM) Peak Hour Traffic:
The Saturday peak hour traffic for the northbound lane was 574 vehicles that was slightly larger than Friday's 12:15-1:15 PM peak hour of traffic of 702 cars. Southbound lane peak hour traffic was 642 cars 642 and also larger than Friday's 597 cars. Saturday's northbound vehicle-platoons averaged between 4-6 vehicles while southbound vehicle platoons averaged between 5-7 vehicles. On average, 2 traffic gaps greater than 10 seconds were observed per minute on both northbound and southbound traffic.

Potter Rd. Wednesday, (5:00-6:00 PM) Peak Hour Traffic at Intersections

IL Route 58 (Golf Road) & Potter Road Signalized Intersection:
IL Route 58 (Golf Road) is a 4-lane major arterial state highway having right and left turns at its intersection with Potter Road. Potter Road has two left turn lanes and one right turn lane at the intersection. During the Peak PM hour, 918 vehicles (52%) traveled westbound on IL Route 58 (Golf Road), through the intersection with Potter Road. An additional 703 vehicles (43%) traveling westbound on IL Rte. 58 (Golf Road) made left turns southbound to Potter Road at the intersection. Total westbound IL Rte. 58 (Golf Road) through traffic combined with southbound Potter Road turning traffic was 1,621vehicles.
Also, during the peak PM hour, it was noted that 863 vehicles (48%) traveled eastbound on IL Rte. 58 (Golf Road). An additional 297 vehicles (30%) traveling eastbound on IL Rte. 58 (Golf Road) made right turns southbound onto Potter Road at the intersection. Total eastbound IL Rte. 58 (Golf Road) through traffic combined with turning traffic onto southbound Potter Road totaled 1,160 vehicles. Total through traffic on both eastbound and westbound IL Rte. 58 (Golf Road) totaled 1,781 vehicles at the intersection.

During the peak PM hour, 727 vehicles traveling northbound on Potter Road either turned left using the two left turn lanes or right using the single right turn lane to IL Rte. 58 westbound and eastbound lanes, respectively. The traffic count observed 383 vehicles (53%) turning right onto eastbound IL Rte. 58 (Golf Road), and 344 vehicles (47%) turning left onto westbound IL Rte. 58 (Golf Road) lanes.
At the time of this traffic analysis, construction work was ongoing on I-294, Tri-State Tollway. The IL Route 58 (Golf Road) northbound I-294 tollway north entrance ramp is approximately ½-mile west of the intersection with Potter Road. This ramp was closed to eastbound IL Rte. 58 (Golf Road) traffic, however, the ramp was open to westbound IL Rte. 58 (Golf Road) traffic. It was observed that many vehicles traveling eastbound on IL Rte. 58 (Golf Road), barred from using the northbound I-294 north entrance ramp, turned south onto Potter Road to find an alternative entrance to the Tollway using a different road. Also, multiple eastbound IL Rte. 58 (Golf Road) vehicles found a way to make a U-turns instead to access the I-294 tollway's north entrance from the westbound IL Rte. 58 (Golf Road) lanes. This construction had some impact on the number of eastbound IL Rte. 58 (Golf Road) vehicles turning southbound (right) onto Potter Road at the intersection.

Potter Road &Church Street Intersection
During the peak PM 5:00–6:00 PM hour, 686 vehicles (88%) traveled northbound on Potter Road, through the intersection with Church Street. Total turning vehicles at the intersection accounted for an additional 93 vehicles (12%), with 64 (8%) turning east onto Church Street, and 29 vehicles (4%) turning west onto Church Street. Note that these turning vehicles turned before reaching the Chicago Mar Thoma Church, reducing the northbound traffic on Potter Road from a total of 779 vehicles to 686 vehicles traveling northbound on Potter Road from the Church Street intersection. During Peak PM hour of 5:00–6:00 PM, it was noted that 721 vehicles (93%) traveled southbound on Potter Road, through the Church Street intersection. Total turning vehicles at the intersection accounted for an additional 51 vehicles (7%), with 23 (3%) turning east onto Church Street, and 28 (4%) turning west onto Church Street. Note that these vehicles had already passed the Chicago Mar Thoma Church. This accounted for a total of 772 vehicles traveling southbound on Potter Road at the Church St. intersection. In summary,

Potter Road's through traffic volume was similar for northbound and southbound traffic with approximately 90% of the traffic at the intersection being throught traffic.

In addition, immediately south of the Church Street and Potter Road intersection is the Islamic Community Center (ICCD), located at 480 Potter Road, Des Plaines, IL. ICCD holds multiple prayer services daily from 5:00 AM to 11:00 PM, including weekend days. Potter Road traffic increases before sunrise and sunset for Fajar religious services. Asr services are held at 5:48 PM and 6:15 PM, with most attendees entering the site during the 5:00-6:00 PM peak hour traffic on Potter Road. The Asr services have a more direct impact on through traffic volume on both Potter Road and Church Street during the peak PM hour traffic. The ICCD has 2 separate drive entrances. The north entrance has one lane for all inbound traffic, and 1 lane for right out traffic. The south entrance is exit only, and allows both right and left turns onto Potter Road. There are also 3 separate parking lots for worship services parking. The front lot contains 54 regular parking spaces. The side lot contains 79 regular spaces and 8 ADA spaces, for a total of 87 available spaces. The rear lot contains 37 regular spaces. This totals 170 regular parking spaces, plus the 8 ADA spots for a grand total of 178 spaces provided in all 3 lots. Since the Asr service fell during the peak PM traffic observation time on Potter Road, a majority of available parking spaces in the front and side lots were full between 5:45-6:00PM. The rear parking lot was not able to be seen from Potter Road. Moreover, overflow parking uses the existing parking lot on the east side of Potter Road. During the 5-6 PM peak hour, it was observed that worshiper traffic entering the ICCD at the north entrance was backed up, at times up to 5 vehicles, temporily blocking the left turn lane for westbound Church Street. Through traffic on southbound Potter Road was also temporarily backed up for approximately 1 minute during this time due from the traffic signal at Ballard Road. During these backups, southbound Potter Road traffic would stop to allow the northbound queued vehicles in Potter Road's middle left turn lane to make left turns into the ICCD entrance. The traffic patterns and movements around this area were similar to previous observations during weekday PM peak hour traffic on Potter Road and Church Street in the ICCD vicinity. It was observed that during PM peak hour traffic delays, some southbound Potter Road vehicles attending ICCD services opted to turn west (right) onto Church Street instead of waiting to enter from Potter Road so as to access the ICCD from the adjacent side streets or rear foot path.

Traffic Gap Analyses:

Potter Road signalization south of the project site has a 2 minute green-cycle length. Each cross-road has a variable signal cycle length that results in creation of traffic gaps in general traffic flow in both northbound and southbound lanes of Potter Road. Thursday late afternoon traffic count observed a number of greater than 10 second gaps in overall traffic across the Church north and south entrances as part of the 3:30-6 PM study period. In particular, during the Thursday peak hour between 4:45-5:45 PM there were a 23 gaps in the northbound lane and 17 gaps in Potter Road's southbound lanes. Gap times varied between 10 and 30+ seconds. In comparison, on Sunday during the 12-1 PM peak hour observations showed more than 60 gaps exceeding 10 seconds or at least one per minute. Thus, for the Sunday peak hour between 12-1 PM traffic counts all outbound left-turning vehicles had delays less than 45 seconds and in most cases less than 15-30 second delays in general. As noted above and to further substantiate gap observations, the Thursday late afternoon count concentrated examination of traffic gaps under heavier roadway use. The traffic gap data consistently showed the ability for both inbound and outbound left-turn movements to occur without significant delay (< 30+/-seconds) when average vehicle platoon of 8 vehicles northbound and 11 southbound move past the Church's entrances. However, at 4:50 and 5:30 larger 25 and 30 vehicle platoons were observed that lasted approxmiately 40

seconds to pass. Thus, it would be expected to have 1-3 vehicle queues for outbound left turns and only 1-2 vehicle queues for left turn inbound vehicles. Right turn inbound and outbounds would be delayed by less than 10 seconds on average and no greater than 30 seconds on occasion given the vehicle-platoon length and gaps.

Noteworthy, for the Wednesday late afternoon 4:15-6:15 PM traffic count at the existing church included a detailed count of observed "concurrent traffic gaps" occurring between northbound and southbound lanes of Potter Road with count data and summary provided in the Appendices. During the 5-6 PM peak hour, 85 concurrent gaps were counted with average gap time of 8 seconds. This equates to approximately one "concurrent gap" between northbound and southbound traffic every 45 seconds on average. Approximately 78% of the peak hour time period there were between 1-5 concurrent northbound/southbound traffic gaps available with gaps varying between 5 to 32 seconds. In contrast, 22% of the peak hour time period had to wait greater than 1 minute for northbound/southbound concurrent traffic gap between northbound and southbound traffic flow. Furthermore, on 4 occassions there were no concurrent traffic gaps available until after 2 minutes and on one occasion a concurrent traffic gap did not occur until waiting for 3 minutes. Thus, gaps were variable in frequency and time and clearly dictated use of Potter Road's center turn lane for making left turns to and from Potter Road residences as well as from Emerson Street, Lady Bird Lane, and Noel Street. Noteworthy, the middle left turn lane was always available for left turns during the count. For left turns into a neighboring resident's driveway or residential streets noted above the car would merge into the available middle left turn lane and queue in the lane until a single lane traffic gap was available. Wednesday observations of cars using the middle left turn lane showed delays averaging 30 seconds that varied between 5-60 seconds waiting for a single lane traffic gap. On only on occasion during the 4-6 PM count period there were two vehicles queued in the northbound middle turn lane with both cars making left turn to westbound Emerson Street. In this instance, the queue delay was approximately 60 seconds with both vehicles using an available Potter Road southbound lane gap that accommodated both vehicles. Furthermore, Lady Bird Lane inbound and outbound left turns utilized Potter Road's middle left turn lane with ease with delays less than 30 seconds.

3. PROPOSED MULTI-PURPOSE FACILITY TRAFFIC & PARKING ANALYSIS:

Recreational Use Trip Generation Estimate & Distribution: (see Traffic Exhibits in Appendices)

The Multi-Use/Recreational peak traffic generation (i.e, Church Brochure 1.06 - Daily Sports 5:00-9:30 PM) occurs during late afternoon into early evening on weekdays as well as Saturday use. Based on the ITE trip generation provided in the Appendices it is conservatively estimated that the peak weekday and Saturday PM hour trip generation would be approximately 53 trips. ITE studies showed and average 65% inbound trips and 35% outbound trips. On weekdays it is estimated that 60% of the facility use will occur between 6-9:30 PM and well after the Potter Road peak hour between 4:45 - 5:45PM based on prior badminton court studies by this office. On Saturday the Potter Road peak PM hour is between 12:30-1:30 PM that occurs before the mid-afternoon recreational use planned for the new facility.

The ITE study Saturday PM facility peak hour used was the "maximum/most conservative" trip generation to use that results in an estimated 53 vehicle trips for the new facility. This results in 22 inbound trips (41%) split into 14 right-turns in and 8 left-turns in. Also, 31 outbound trips are estimated

(59%). The outbound trips would split directionally into 11 right-turns out and 20 left-turns out based on 65% of church membership arriving at the Church from the north and 35% from the south.

The Activities and Programs Brochure outlines the planned multiple uses for the new facility that are summarized below by frequency of use and day of week as well. It should be kept in mind that right-turns are easily accomplished at both north and south church entrances and from a traffic study standpoint only left-turn movements and expected Potter Road traffic will be discussed accordingly based Sunday, Thursday, Friday and Saturday traffic counts completed and documented.

Multi-Purpose Facility - New Church Initiative with Relative Frequent Use

> 1.01 Saturday Outreach(Soup Kitchen,Meal Prep) Sat. every other week;8:30-11AM (100-150 people) The Saturday early-mid. morning event occurs during Potter Road light traffic time period and occurs before the Saturday early afternoon peak hour of traffic. Therefore, it would be anticipated that the event would likely have little to no affect on Potter Road traffic flow. The event could have up to 125 trips spread across 2.5 hours or 50 trips per hour. This equates to approximately 20 inbound trips and 30 outbound trips or approximately 10 left-turns in and 15 left-turns out in a one hour period or one left-turn on average every 4-5 minutes approximately that would easily be managed at the existing south entrance given the light volume of traffic on Potter Road at this time.

Multi-Purpose Facility - Infrequent Facility Use

Less frequent uses for the new facility are listed below. While the uses are infrequent they are involving significant church membership attending that would be comparable to the Sunday religious studies and worthship service attendance and be consistent with existing traffic and parking study data documented.

> 1.02 Food Drive for Des Plaines Food Pantry twice per year, Saturday 9AM - 5 PM (200-250 people); This is an all-day event that would involve approximately a peak of 50 +/- people across the time period so conservatively 100 trips during the peak Saturday hour or 50 inbound and 50 outbound trips. This woule be distributed equally into 25 left turns in and out and 25 right turns in and out across the peak hour. This is equivalent to one left turn in or out every minute that would have minimal affect Potter Road Saturday traffic. Noteworthy, inbound left turns are made typically within a 15-30 second time period while outbound left turns are made between a 30-60 second time period during the PM peak hour.

> 1.03 Engagement Reception 3-9 PM estimated 3-6 times a year on Saturday/Sunday (300-500 people); Assume 400 people arrive between 2-3 PM with 2 people per car or 200 inbound trips and parking spaces required. This would be similar to the documented church worship service existing traffic with the difference being outbound left-turn trips would be signficantly lower and more distributed occuring late afternoon into the early evening typical of a wedding reception. It should be pointed out that no alcohol would be served.

> 1.04 Wedding Ceremony Church & Reception at new facility(Sat./Sunday 3-9:30PM 300-500 people); See 1.03 for expected arrival trips similar to the existing church reception with little concern for outbound trips as they are distributed across a number of hours.

> 1.07 Sports Tournament twice/year on Saturday 9AM-9 PM and/or Sunday 2-9 PM; (250-400 people); While each tournament varies it is estimated that recreational use of the facility having 53 trips during the peak hour on Saturday's could be 3 to 4 times greater or approximately 200 trips given concurrent

court use and arrival of teams to the tournament plus parents attenance also. It would be expected that the parking lot would be occupied in similar fashion to that observed for the Sunday worship service with approximately 180 parking spaces occupied leaving only the far north existing church parking spaces unoccupied.

> 2.11 Easter Fellowship Brunch after service once a year 10:30 AM - 12:30 PM (350-500 people);
The Church parking lot would be completely filled per design with approximately 230 spaces. A gradual exit of vehicles would be estimated to occur that lessens impacts to Potter Road traffic flow that would be an advantage for the new facility. See the Proposed Traffic Exhibits provided in the Appendices that reflect a completely filled parking lot that is 20% greater church attendance than the existing Sunday Palm Sunday count discussed in the study. The Proposed Exhibit for this use increased the existing church traffic counted by 20% and used the Palm Sunday counted existing traffic in the Exhibit. In addition, a second Exhibit is provided showing the location of overflow parking located at the Fire Station directly across Potter Road, at the northeast corner of Potter Road and Lady Bird Lane. Typically 15 to 20 spaces are used at the fire station use for very large events as the church members have agreement to share eachother's parking lots for occasional large events. An Easter Sunday traffic observation was made also between 12 -2 PM and overall church and road traffic was very similar to the prior week's Palm Sunday traffic count. There were similar minor vehicle queues at the south and north entrances and outboud left turns were made with ease to northbound Potter Road traffic. Therefore, it is concluded that a fellowship brunch Easter service will simply extend outbounds trips further into the afternoon in a more unitform fashion vs. across a 30-45 minute observed today. Thus, this use will benefit existing Sunday Potter Road traffic conditions that are also very uniform in the early afternoon.

> 2.12 Vacation Bible School Wed. through Saturday once/year, June or July 5-9 PM (200-250 people);
The program would have most affect on Potter Road traffic on Wed-Friday during the 4:45-5:45 PM peak hour traffic with approximately 200 trip arrivals between 4-5 PM or 50 left and right-turns into the south entrance equivalent to 1 left-turn and right-turn per minute.

> 2.13 Regional Sunday School Camp-Friday thru Sunday once a summer;9AM-4PM (200-250 people);
The program would generate an estimated 200 inbound trips on Friday morning between 8-9 AM with 100 left and right inbound turns estimated or approximately 2 per minute. Note on Friday afternoon the PM peak hour between 4:45-5:45 PM for Potter Road would be avoided. It would be expected that for Saturday and Sunday camp that there would be no affect on Potter Road traffic.

> 2.14 Regional Youth Camp; Friday, Sat., Sunday once a summer, 8 AM - 4 PM (200-250 people);
The program starts early morning and ends later afternoon and would have no affect on Potter Road traffic.

> 2.15 Senior Fellowship Picnic; Thursday once a year, 10 AM - 1 PM, (100-150 people);
The picnic begins after the AM peak hour and ends after lunch with < 150 people involved and would be expected to not impact Potter Road traffic.

> 2.16 Blood Donation Drive; twice a year on Saturday from 8 AM - 4 PM (250-350 people);
The drive begins early in the morning with very light traffic on Potter Road with well distributed inbound and outbound trips throughout the day that would not be expected to affect Potter Road traffic.

> 2.17 Harvest Festival-Home for Homeless-Annual Fundraiser Aug. Sat.,3 -9:30 PM (350-500 people);
The Festival begins after the PM peak hour and ends into the evening and attendees are distributed over six hours so assume 60 people/trips would arrive and exit each hour resulting in 30 left and right - turns in or out and 30 right-turns in and out per hour or 1 inbound and outbound trip per minute.

> 2.18 Fall Festival-Women's Fellowship Annunal Fundraiser,Sat. in Oct., 3-9:30PM(350-500) people);
Similar to use 2.17 above.

> 2.19 Community Thanksgiving Turkey Annual Giveaway, Sat. in Nov. 11AM-6PM (250-300 people);
The event starts before the Saturday PM peak noon hour and end well afterwards and therefore would have little affect on Potter Road traffic.

> 2.20 Parish Anniversary, Sunday once a year in November 9 AM - 1 PM, (350-500 people) w/lunch;
Similar to the existing Sunday service documented except outbound trips would be more distributed into the early afternoon thus no affect on Potter Road traffic.

> 2.21 Chirstmas Carol Service & Dinner, Saturday before Chistmas, 4 - 9 PM (350-500 people);
Similar to a Church worship traffic but having arrival between 3:30 - 4:30 PM and after the Saturday afternoon peak PM hour and distributed outbound trips not affecting Potter Road traffic.

> 2.23 Birthday Gathering, Saturday's 3-4 times per year, 11 AM - 2 PM or 6 - 9 PM, (200-250 people);

It can be concluded that in general for events > 200+ people on a weekend the Sunday existing traffic study work provided applies and therefore satisfactory use of the chuch's north and south entrance drives would occur with no impacts to Potter Road traffic. This would be especially true when program events are scheduled outside Potter Road peak-hour time periods and/or when the event involves a luncheon or dinner that extends the time period for the scheduled event that ultimately distributes the outbound trips to a much greater extent then the Sunday late morning worship does. Also, the parking lot can accommodate 230+ cars that if on average there are 2 person per car there would be 460 people at new facility. Thus it is possible to have 500 people attend an event when the average persons per car is approximately 2.3 +/- that is typical average for family events.

Multi-Purpose Facility - Transfered Use From Exhibit Church to the New Facility

> 1.05 Senior Walk/Coffee Fellowship (1-3 times/week, weekdays flexible 7AM-9 PM (20 - 60 people);
Note the use involves a small group of people and can be scheduled anywhere throughout the day and would typically be outside the peak hours of Potter Road and have no affect on Potter Road traffic.

> 2.03 Sunday School Classes each Sunday weekly from 8:30 - 10 AM (100 - 150 people);
See Sunday existing traffic & parking study that showed no affect on a lightly travelled Potter Road.

> 2.04 Teen & Youths Worship each Sunday weekly from 10 - 11:30 AM (150 - 200 people);

> 2.05 Potluck Lunch Fellowship, Tuesday - Weekly 12:30 PM - 2:30 PM (30 - 40 people);
Note the use involves a small group of people for lunch that will have no affect on Potter Road traffic.

Existing Church & Multi-Purpose Facility Use

> 2.06 Senior Fellowship, Thursday once per month 10 AM - 12:00 PM (75-100 people);
Use will be split between church prayer and feature presentation followed by lunch at new facility:

> 2.07 Senior Fellowship Lunch on Thursday from 12 - 1:30 PM (75 - 100 people);
This use involves a relatively small group of people for morning prayer/presentation and lunch outside the Peak AM and noon hours and should have no affect on Thursday Potter Road weekday traffic.

> Baptismal Church Fellowship w/lunch, Sat. or Sunday,15-20 times/year,10AM-3PM (200-250 people)
The would involve approximately 50% of the trips generated for the Sunday Church service and importantly, the early arrival and later afternoon exit would be outside Potter Road's Peak noon hour, thus no affect on Potter Road Saturday trafic is expected.

> 2.24 First Communion(Sanctuary)with Fellowship Brunch,Sunday 1/yr. 12-2:30PM,(350-500 people);
This would involve the church membership similar to the church worship service and signficantly, the outbound trips generated would occur in the later afternoon and be outside of the Potter Road peak noon hour time period. Thus this event would little affect to Potter Road's Sunday afternoon's light traffic.

> 2.25 Baby Shower (in Sanctuary), Saturday 3 - 6 times per year, 11AM -2:30 PM (200-250 people);

Noteworthy the above use is scheduled between Potter Road AM peak hour and PM peak hour with approximatel 50% attendance that the Sunday workship service has typically. Thus, no affect to Potter Road traffic would be anticipated.

Multi-Purpose Facility Friday Use Transferred to the New Facility

> 2.08 Friday Youth Night Praise & Worship every other week 7 - 8:30 PM (75 - 100 people);

> 2.09 Friday Night Kids Ministry every other week 7 - 8:30 PM, (75 - 100 people);

> 2.10 Friday Fellowship Dinner every other week between 8:30-9 PM (100 - 150 people).

The above Friday early evening facility uses are scheduled to begin at 7 PM with Church staff opening the new Multi-use Facility's entrance doors at 7 PM as they do today at the existing Church. Typically the worship and Ministry services typically start closer to 7:15 - 7:30 PM. Therefore, this will occur well after the Potter Road Friday PM peak hour between 4:45-5:45 PM as it does today. Post PM peak weekday hour time period was checked further during the Wednesday traffic count and the PM peak hour was between 5- 6 PM. Moreover, a 10% decline in Potter Road traffic occurred between 6:00-6:15 PM and was accompanied by a significant increase in traffic gaps. Youth typically arrive in groups of 2 to 4 per car that would conservatively estimate 2 members per car or 50 inbound trips and 50 outbound trips. Thus, approximately 50 inbound trips would be generated between a 30 minute time period between 7:00-7:30 PM. The 50 inbound arrival trips at the existing south entrance are estimated to be distributed between 33 right turns (from the north) and 17 left turns (from the south). This equates to 1 right turn every minute and 1 inbound left turn every 2 minutes across the 30 minute time period. Thus, the uses are expected to have minimal affect on Potter Rd.'s lesser post peak hour traffic at this time. Also, the church today has youth night and no "net increase" to roadway traffic would occur given the uses are simply being transferred from the existing church to the new facility.

Overall Traffic and Parking Analysis:

The traffic study reported the findings of two days of existing traffic counts for Potter Road with the first count performed on Sunday, March 15th, during the morning and early afternoon as well as on March 15th, 2026 and on weekday counts on Thursday, March 19, and Friday March 27 in the late afternoon. Also a traffic count was made on Saturday, March 28th in the mid-day time period. The study examined the traffic from the new Multi-purpose Facility based on estimated traffic generation extrapolated from the Institute for Transporation Engineers (ITE) studies. This data was carefully examined with regard to estimated left-turn movements at the parking lot's south entrance during peak PM hours on Sunday, weekdays and Saturday and overall concluded the development will have no significant impacts to Potter Road's peak hours existing traffic patterns and flow that will remain unchanged. This is based on the new Multi-purpose Facility's generated traffic uses being largely outside of the Potter Road peak afternoon hours.

Recreational use of the proposed multi-purpose facility is estimated to generate approximately 53 trips during the Potter Road PM peak hour on a weekday. Approximately 22 would be inbound trips of which 14 right-turns and 8 left-turns. There would be 31 estimated outbound trips with approximately 20 left-turns northbound and 11 right-turns southbound. This is a relatively low generated traffic volume compared to Potter Road, traffic volume observed and counted. Moreover, the new facility's traffic on weekdays will peak during the early evening hours typically after Potter Road's PM peak hour between 4:45-5:45 PM. Also, on Saturday the facility's peak hour occurs between 12-1 PM after the main Sunday worship. Sunday Potter Road traffic is light with ample traffic gaps to allow left-turn inbound and outbound movements. Moreover, Potter Road has a 12 foot wide middle lane to accommodate left-turn queued vehicles. Noteworthy, the left-turn middle lane was rarely used on Sunday as 99% of left-turns made use of the large number and length of Potter Road traffic gaps to facilitate turning movements across the middle lane as necessary. Furthermore, it is conservatively estimated that the new Multi-purpose Facility will generate similar trips that are already being observed on Sundays at the existing church since the new facility will largely complement the existing church facility's programs. Existing Potter Road traffic study showed 65% of church came from the north using the southbound lane of Potter Road while 35% of church member used northbound Potter Road. Therefore, right-in's dominate into the facility while left-out's are prevalent for church outbound movements. Potter Road traffic was largely distributed equally between northbound and southbound directions. However, it is expected that there will be isolated queuing of inbound and outbound left-turn traffic to and from the church parking lot and new facility on Sunday early afternoon between 12-1 PM when worship services are completed. As noted, the study showed that there were a significant number of gaps of large duration observed and counted on Potter Road. Anticipated south entrance vehicle queues will be of short duration between 15 and 45 seconds on Sunday, weekdays, and on Saturday. The traffic gaps occurred as a result of the signalized intersections along Potter Road that result in vehicle platoon with gaps created between vehicle platoons. Thus, the traffic gaps will allow for outbound vehicles queued at both north and south entrances to exit to Potter Road on a timely basis and without impacts to Potter Road through traffic in northbound and southbound lanes. Equally important, the traffic study showed that Potter Road middle left-turn lane is available for use as well. This was observed with the successful existing left-turn movements occurring at the Church's north and south drive entrances. Also, Potter Road showed consistent traffic flow with no delays in either the northbound or southbound lanes. Existing traffic counts and estimated new facility generated trips show that Church south entrance inbound and outbound right-turns will easily be made to and from Potter Road. Equally important, there remains ability to queue 2 vehicles in the south entrance's outbound drive lanes that also separates right

and left turn outbound vehicle movements. Moreover, temporary vehicle queuing of short duration is able to occur in parking lot drive aisles adjacent the south entrance. The Sunday PM count noted 6 vehicles queing safely and orderly after Sunday worship service.

The Sunday parking count showed that 80% of the parking lot was used with 20% of the parking available in the far south lot. Thus, both the early morning religious studies attending members as well as the main worship service easily found parking spaces for their use. Also, proposed parking will be increased by 12 spaces to 245 spaces total with addition of a new south parking lot. The parking spaces and layout will be convenient for new facility access that also includes 2 ADA spaces adjacent the buildings north building entrance. The parking will also provide for ease of access to the existing Church's south entrance that as mentioned has an one inbound lane and two outbound lanes each 12 foot wide for left-turn and right-turns. Thus the existing south drive entrance would be convenient to the new facility and would largely be used for ingress/egress to the new facility from Potter Road**.**

Some members were dropped off and picked up at the existing Church's south entrance doors using the north drive aisle. Also exclusive senior parking is provided in the northeast parking lot area that was occupied early morning Sunday for religious studies and later morning for the main worship service. Moreover, internal site traffic circulation on existing east-west drive aisles and east-west perimeter drive aisles allows for ease of access to both the new facility and existing Church as well as to the existing north and south Church drive entrances. a north-south extended striped walkway is proposed to provide pedestrian interconnect between the new facility and existing church as that is very important to maintaining complementary uses/activities between the two buildings as outlined/described in the Activities and Programs Brochure provided in the Appendices.

Furthermore, the referenced Church Activies and Programing Brochure is central to defining the multi-purpose uses of the new facility as well the frequency, time period and estimated number of people participating in the activities. This information is important to use in estimating overall car trip generations and parking from the activities and affect on the existing south and north church entrances and adjacent Potter Road traffic during peak AM/PM hours. In general, planning of activities outside of Potter Road's PM peak traffic hours are expected to have little affect on Potter Road traffic traffic movements. A large advantage of the new Multi-purpose Facility is that many existing church activities will transfer to the more spacious new facility for fellowship, dining and social activities. The new facility's location will promote greater use of the larger and more efficient 3-lane south entrance with lesser use of the existing 2-lane north entrance. Equally important, the new facility will enjoy complemenary use with existing church's religious services and activities that would be expected to lessen overall outbound trips during Potter Road's PM peak-hour given the new facility's ability to promote fellowship, dining and related social activites resulting in more distributed outbound left turn trips into mid-afternoon on the weekend and early evening on weekdays. Religious activities will be dividing time between the church and new facility as initally church religious related services will be followed by fellowship, dining and related social activities in the new facility. Members will be able to walk between the two buildings using the extended cross-walk entrance door to entrance door. Also, traffic normally using the north entrance and parking area may park in the central parking area between the existing church and new facility and use the new extended cross-walk to enter the two buildings. This would result in generated outbounds trips extending later into Saturday and Sunday afternoons and past the mid-day peak PM hour given that activities occuring today at the chuch may extend slightly later then observed today. Similarly, on weekdays new facility recreational activities in late afternoon

and early evening may also extend past Potter Road PM peak hour traffic conditions between 4:45-5:45 PM such that outbound left-turns have even greater number of Potter Road gaps in northbound Potter Road to be available for use. In general, Church members will typically be using the Potter Road southbound lane to the church and making right-turns into the existing south entrance closest to the new facility. When activities conclude members would leave the new facility and typically make left-turns onto Potter Road's northbound lane after Potter Road's peak weekday or weekend PM Peak hour. Therefore it would be estimated that left-turn outbound south entrance queuing would lessen slightly.

A Peak Hour factor was calculated based on using the Thursday 4:45-5 PM peak 15 minute time period having 437 vehicles and 1,526 total peak hour vehicles as follows:

Peak Hour Factor = 1,526 vehicles / (437 vehicles x 4 = 1,748 vehicles) = 0.87 Peak Hr. Factor.

In comparison, an average PHF value for an urban area is 0.92. The PHF is a parameter used to assess traffic peaks and variablities in traffic volume across the peak hour such as temporary traffic delays. A preferred value would be 1.0 for uniform 15 minute interval traffic volumes. As discussed, there were occasional delays and variabiliy in soutbound Potter Road traffic flow at Church Street intersection.

For the new Multi-use Rec. facility's active time periods of use largely on weekends, Potter Road Level of Service would be rated an "A" as traffic is free flow, with low volumes of traffic on both Saturday's and Sunday's and high/safe speeds and ease of use of the center middle turn lane of Potter Road. This study rates Potter Road's Level of Service (LOS) to be a "B" rating outside the late afternoon PM weekday peak hours that is characterized by "reasonably free traffic flow, but speeds beginning to be restricted by traffic conditions". For the weekday PM peak hours, the study rates the LOS to be a "C" due to traffic approaching unstable flow with drivers having little freedom to select their own speeds as the study observed during weekday late afternoon counts. This is especially true when on occasion during the peak 15 minute time period occasional and temporary traffic back-ups occurred due to signalization and increased traffic volumes.

Summary, Conclusion and Recommendations:

It is Norman J. Toberman & Associates conclusion that the new 15,000 sqft. stand-alone Multi-purpose Facility will be complementary to and provide flexibility for transfer of existing church activities and programs to the new, more spacious facility without impacting Potter Road traffic. The new facility adds a recreational basketball/sports court use for church members to enjoy on weekdays from 5:00-9:30 PM, 1-3 times per week. Using the Institute of Transportation Engineers (ITE) previous studies for a Multi-purpose Facility (ITE Land Use # 435), it was conservatively estimated that approximately 53 trips will be generated/added by the facility's recreational use during the weekday and Saturday peak PM hour. Per ITE study data, the 53 vehicle trips would be split into 22 inbound trips (41%) and 31 outbound trips (59%) for the peak PM late afternoon hour. Due to the new facility's close proximity to the existing south church entrance, the south entrance is assumed be used exclusively, given its convenience to parking provided adjacent to the facility. The traffic study counted and observed existing moderate Potter Road traffic volume between 3:30-6 PM on Thursday afternoon, March 19th, 2026. The count included documentation of the numerous traffic gaps available in traffic flow characterized by variable sized vehicle-platoon in both northbound and southbound lanes. Also, the study noted that approximately 65% of the church members arrive to the church from the north and therefore would simply make right turns into the south entrance and continue west in the existing drive aisle to enters the

new facility's parking lot having more than 60+ spaces available for convenient use. Inbound left turns would turn into the south entrance's inbound lane and proceed west to the new facility's parking lot. With 65% of church membeship arrival from the north, trip generation was distributed with estimates of 8 inbound left turns at the south entrance during the weekday 4:45-5:45 PM peak hour. This equates to an average inbound left turn every several minutes that can easily be accomodated by Potter Road's existing southbound traffic flow and available study counted traffic gaps. Also, the trip distribution estimates 20 outbound left turns to northbound Potter Road lane that would typically occur after the 4:45-5:45 PM Potter Road PM peak hour. This equates to only one left turn vehicle every 3 minutes that can also be accomodated by northbound and southbound lane available traffic gap documented in the report. Equally important, the south entrance provides for and facilitates safe ingress/egress to Potter Road having 3 - 12 foot wide lanes with large 20-30 foot concrete curb radii that facilitates ease of turning movements to and from Potter Road.

The study concluded that the new facility's 53 estimated recreational use trips will not significantly affect Potter Road's northbound and southbound lanes traffic during or even after Potter Road's weekday peak PM hour between 4:45-5 PM. This conclusion was reached based on the low ITE trip generation estimate for the facility's size and recreational use, the observed efficiency of the Church's existing south entrance's ingress/egress to Potter Road given its well designed entrance geometrics, and generated trip distribution and interaction with Potter Road northbound and southbound traffic lanes and flow that includes available traffic gaps in each lane allowing for safe merge of outbound left-turns into the northbound lane. Noteworthy the middle left-turn lane was relatively unused during Sunday, Thursday, Friday and Saturday traffic count periods and clearly available for use.

Overall, the traffic study and observations concluded that the existing south entrance will efficiently manage any increase in weekday and weekend trips generated by the new facility and not impact Potter Road's traffic flow given Potter Road traffic gaps provided between vehicle-platoons. On Sunday, Potter Road had very light traffic use and an abundance of very large and frequent traffic gaps. On weekdays late afternoon Church programs are typically outside of Potter Road's PM peak hour between 4:45-5:45 PM. However, overall weekday Potter Road PM peak hour traffic exhibits moderate traffic volumes with sufficient traffic gaps available for turning movements. Also, on Saturday afternoon church programs are largely outside the 12:30-1:30 PM peak hour as well. After the peak hour on Saturday Potter Road traffic exhibited light traffic flow with many traffic gaps. Also, the new Multi-purpose Facility when used for recreational activities will have little affect on use of the existing south entrance for ingress/egress to Potter Road and in general lessen the use of the existing church's north entrance. Equally important, convenient added south parking and east-west drive aisle adjacent to and east of the new facility will maximize the overall church property's parking spaces.

The proposed site design continues to follow the existing site circulation traffic flow pattern to the existing Church's south entrance for Potter Road ingress/egress. Left-turns are most important to general Potter Road safety and it would be a recommendation to church members to exercise care and patience when making left turns into or out at the church entrances by ensuring left-turn movments are made under reasonable gaps in traffic flow for both weekends and weekdays. Noteworthy, large traffic gaps were abundant on Sunday late morning and afternoons (See Photos provided in the Appendices). Thus, it is also recommended that Church programming remain outside of Potter Road's peak hours as practical that has largely been been shown by the Church's brochure. Therefore, it is concluded that

Potter Road traffic flow will be minimally impacted by addition of the new and complementary facility to the existing church.

The traffic study has shown that both the new Multi-purpose Facility and existing church will continue to enjoy safe use of both existing north and south entrances and should find convenience and satisfaction in using the complemenatary new, spacious Multi-purpose Facility for a variety of frequent small infrequent larger special use occasions such as for engagements, weddings, baptisms and religous holidays. Equally important, the new facility will also provide for a new recreational use for the church membership youth to enjoy. The existing parking lot and south parking addition will meet Church parking needs and will be shared conveniently between the existing church and new facility. Internal site parking lot circulation will remain unchanged and extended to the added/new south parking lot that will ensure efficient and effective circulation for the new facility's parking that includes ADA spaces adjacent the new facility's north entrance. Thus, the overall south site development area with new parking lot and building facility will seamlessly complement the existing church's parking layout to the north. Further, the site design allows convenient sharing of overall parking between the church and new facility that will include an extended cross-walk interconnect between the two facilities for pedestrian safe use. Lastly, it should be kept in mind the current I-294 Ramp construction work is impacting Potter Road traffic volumes to some extents as noted in the study.

Cliff Toberman, P.E. Principal Norman J. Toberman & Associates, LLC

PUBLIC WORKS AND
ENGINEERING DEPARTMENT
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5390
desplaines.org

MEMORANDUM

Date: May 7, 2026

To: Jonathan Stytz, Senior Planner

From: John La Berg, P.E., CFM, Civil engineer

Cc: Becka Shipp, P.E. Assistant Director of Public Works and Engineering

Subject: 240 Potter Rd.

Public Works and Engineering has reviewed the plans for the above and has the following comments:

- Need MWRD permit and Cook County highway permit.
- No basement and elevation certificate will be required.
- Has the neighborhood been notified of this new recreational center?
- Will need parking lot lighting.
- All excavated material to be removed daily.
- Need full set of grading and drainage plans.
- All parking lot catch basins to be 48” with minimum 10” diameter concrete pipe.
- Add fire hydrants on water service.
- On existing building, sump pump to be disconnected from sanitary service, and remove sump pump that is inactive.
- Is existing lift station still active?

JL/jl

Multipurpose Building Construction Schedule - Des Plaines																		
Task	**May**	**June**	**July**	**August**	**September**	**October**	**November**	**December**	**January**	**February**	**March**	**April**	**May**	**June**	**July**	**August**	**September**	**October**
	2026	**2026**	**2026**	**2026**	**2026**	**2026**	**2026**	**2026**	**2027**	**2027**	**2027**	**2027**	**2027**	**2027**	**2027**	**2027**	**2027**	**2027**
Phase 1: Entitlements/Permit/GC																		
Phase 2: Site Prep/Foundations																		
Phase 3: Steel/Spankrete/Shell																		
Phase 4: MEP Rough-in/Interior																		
Phase 5: Finishes & Equipment																		
Phase 6: Closeout & Landscaping																		

FORMAL OBJECTION TO PROPOSED PLANNED UNIT DEVELOPMENT, CONDITIONAL USE, AND LOT CONSOLIDATION
240, 280, and 310 Potter Road

Dear Chairman Szabo and Members of the Planning and Zoning Board:

We are a group of adjacent and nearby property owners writing to formally object to the petitioner's requests for:

1. Lot consolidation;
2. A Planned Unit Development ("PUD");
3. A Conditional Use to allow an assembly use within a residential zoning district; and
4. Any associated variations or waivers.

Our objection is based upon the proposal's failure to satisfy the applicable standards set forth in the City of Des Plaines Zoning Ordinance (Title 12), as well as the existing conditions within the immediate surrounding neighborhood.

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1. FAILURE TO MEET CONDITIONAL USE STANDARDS (§12-3-4)

Under §12-3-4 of the Des Plaines Zoning Ordinance, a conditional use may only be approved if it is compatible with surrounding properties and will not be detrimental to neighboring uses or the public welfare.

Specifically, the proposal fails to satisfy the standards relating to:

- compatibility with neighborhood character,
- avoidance of disturbance to neighboring uses,
- excessive traffic impacts, and
- interference with surrounding public thoroughfares.

The proposed assembly use introduces a significantly higher level of intensity than typical residential uses, including increased traffic, concentrated peak activity, and parking demand. These impacts are inconsistent with the surrounding residential neighborhood and pose a risk to the use and enjoyment of nearby properties.

Nearby residents have already experienced recurring traffic congestion, overflow parking, and circulation issues associated with existing assembly-related activities in the area. The proposed development is likely to exacerbate these existing conditions.

Accordingly, the proposal does not satisfy the requirement that a conditional use be appropriate for its location and not adversely affect surrounding properties.

2. FAILURE TO MEET PLANNED UNIT DEVELOPMENT (PUD) STANDARDS (§12-3-5)

A Planned Unit Development is a discretionary approval intended to allow flexibility only when it results in a superior overall development and minimizes impacts upon surrounding properties.

In this case, the proposal increases the scale and intensity of development without providing a clear or measurable benefit to the neighborhood. The requested flexibility appears to be used to enable a larger and more intensive use rather than to achieve improved design outcomes.

Accordingly, the proposal does not satisfy the intent or required findings for approval of a Planned Unit Development under §12-3-5.

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3. INCOMPATIBILITY WITH ADJACENT PROPERTIES (§12-3-2)

Section 12-3-2 requires that site plans demonstrate compatibility with adjacent development and minimize adverse impacts, including traffic, access, and overall design.

The proposed building and use are not compatible with the existing residential character of the neighborhood in terms of scale, intensity, and activity. In addition, the anticipated traffic patterns and circulation demands raise concerns regarding safety and congestion on residential streets.

The immediate area bounded by Potter Road, Church Street, Good Avenue, and Emerson Street is a fully developed residential neighborhood with limited capacity to absorb additional traffic and parking demand. The proposed use would introduce activity levels that exceed what this neighborhood can reasonably accommodate.

For these reasons, the proposal does not satisfy the compatibility and impact-minimization standards required under §12-3-2.

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4. TRAFFIC AND PARKING IMPACTS (CHAPTER 12-9)

The zoning ordinance requires that off-street parking be sufficient to meet demand and designed to avoid adverse impacts on public streets and surrounding properties.

Good Avenue, in particular, is a one-way residential street with no meaningful on-street parking capacity. As a result, it cannot reasonably absorb additional parking demand associated with the proposed development.

Additionally, the surrounding area has already experienced ongoing parking and traffic challenges associated with nearby assembly-related activities, including overflow parking into residential streets. The expansion and intensification of assembly-related activity will further exacerbate these existing conditions.

Given the nature of assembly uses and their concentrated peak attendance, it is highly likely that on-site parking will be insufficient, resulting in spillover parking and increased congestion on nearby residential streets.

This outcome would be inconsistent with the intent of Chapter 12-9 and detrimental to the neighborhood.

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5. INCONSISTENCY WITH THE PURPOSE OF RESIDENTIAL DISTRICTS (§12-7-2)

Residential zoning districts are intended to provide a stable, low-intensity living environment and to limit uses to those compatible with residential character.

The introduction of a large-scale assembly use, combined with the requested zoning relief, represents a significant departure from this intent and would alter the established character of the neighborhood.

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6. LOT CONSOLIDATION AND RESULTING INTENSITY

The proposed consolidation of multiple lots into a single parcel enables a scale of development that would not otherwise be possible under existing zoning. This consolidation facilitates a level of intensity that is inconsistent with the surrounding pattern of development and further contributes to the incompatibility of the proposal.

CONCLUSION

For the reasons outlined above, the proposed development:

- Does not meet the standards for conditional use approval;
- Does not satisfy the required findings for a Planned Unit Development;
- Is not compatible with adjacent residential properties;
- Will create adverse traffic and parking impacts, particularly given existing neighborhood constraints; and
- Undermines the intent of the residential zoning district.

While assembly uses may be conditionally permitted within the zoning district, the ordinance expressly provides that such uses are not presumed appropriate and must independently satisfy all applicable standards for approval.

Accordingly, we respectfully request that the Planning and Zoning Board recommend denial of the petitioner's requests.

Thank you for your time and consideration.

Respectfully submitted,

Alan & Diane Nelson
285 Good Court

Nancy & Kevin Creely
283 Good Court

Tina Zook
291 Good Court

Sonal & Jamal Shamsi
275 Good Avenue

Dave & Nancy Hitch
251 Good Avenue

Bill & Heather Lichtfuss
241 Good Avenue

Judy & John Grossman
387 Good Avenue

The above individuals are adjacent and nearby property owners.

PETITION IN OPPOSITION TO ZONING REQUEST
240, 280, and 310 Potter Road – Des Plaines

To: Planning and Zoning Board and City Council

We, the undersigned residents and property owners, oppose the requested:

- Lot consolidation
- Planned Unit Development (PUD)
- Conditional use for an assembly/multi-purpose building
- Any related variations or zoning relief

WE RESPECTFULLY REQUEST DENIAL OF THIS PROPOSAL

Key Concerns:

- Not compatible with surrounding residential homes (scale and intensity)
- Increased traffic and overflow parking in an already impacted area
- Good Avenue is one-way with no parking; nearby streets cannot absorb more
- Does not meet required conditional use standards
- PUD allows exceptions without clear benefit
- Lot consolidation enables overdevelopment out of character

PETITION IN OPPOSITION TO ZONING REQUEST – 240, 280, 310 Potter Road
We, the undersigned, support the above petition and respectfully request denial of the proposed zoning request.

SIGNATURE	Name (Print)	Address
	Tina Zook	291 Good Court Des Plaines
	AFROZ SHAIKH	275 GOOD AVE. DESPLAINES
	Nancy Creely	283 Good ct. Des Plaines
	ANN N. BRIGUGLIO	371 GOOD - AVE DES PLAINE
	GAIL HARRIS	348 GOOD AVE DES PLAINE
	Grace Sachaj	356 Good Ave Des Plaine
	Grzegorz MISKIEWICZ	377 Good Ave Des Plaines
	JOHN GROSSMAN.	387 GOOD AVE. DES PLAINES
	Judith Nelson Grossman	387 Good Ave Des Plaines
	Ali Zook	291 Good Court Des Plaines
	Piyush Desai	2486 E. Church St Des Plaines
	DIANE NELSON	285 GOOD CT
	ALAN NELSON	285 GOOD CT. Des Plaines
	Kevin Creely	283 Good Ct.

PETITION IN OPPOSITION TO ZONING REQUEST – 240, 280, 310 Potter Road
We, the undersigned, support the above petition and respectfully request denial of the proposed zoning request.

SIGNATURE	Name (Print)	Address
	Tammy Dhooghe	397 Good AVE Des Plaine
	DERRIK Dhooghe	397 Good AVE Des Plaines
	MISKIEWICZ	377 Good Ave Des Plai
	Pamela M. Warford	2530 Church St. Des Plaines
	ANDY WALLACE	2531 CHURCH DES PLAINES
	DANA KISIELIUS	2531 CHURCH DES PLAINES
	MARK WALLACE	2531 CHURCH DES PLAINES
	BARB CONTRERAS	410 GOOD AVE DESPLAINES IL
	FRANCISCO CONTRERAS	410 GOOD AVE DESPLAINE
	Patricia A Garcia	420 Good Av. Des Plaines, IL
	Jose C Garcia	420 Good Av. Des Plaines IL
	Edmund San Jun	2492 E Church St, DP IL
	DALMACIO MAGANTINO	2492 E. CHURCH ST. DES PLAINES
	Lourdes Maganting	2492 E Church St, Des Plai

PETITION IN OPPOSITION TO ZONING REQUEST – 240, 280, 310 Potter Road
We, the undersigned, support the above petition and respectfully request denial of the proposed zoning request.

SIGNATURE	Name (Print)	Address
Lucia Huerta	LUCIA HUERTA	2539 E. EMERSON ST. DES PLAINES
[illegible] Potter	LUKE PANTLIAS	9401 IRONWOOD, DES PLAINES
Deni	Farveen Sami	9363 Potter Rd Desplaines
Benji	TEJ	9359 Potter Rd DESPLAINES
[illegible]	NEHRU	9357 POTTER RD DES PLAINES
Lolmalber	Loida Penalber	9355 Potter Rd. Des Plaines
Nancy Hitch	Nancy Hitch	251 Good Ave Des Plaines
David M. Hitch	David M. Hitch	251 Good Ave Des Plaines IL. 60016
Jamal Shamsi	Jamal Shamsi	275 Good Ave.
Sonal Shamsi	Sonal Shamsi	275 Good Ave.

PETITION IN OPPOSITION TO ZONING REQUEST – 240, 280, 310 Potter Road
We, the undersigned, support the above petition and respectfully request denial of the proposed zoning request.

SIGNATURE	Name (Print)	Address
Michael Becker	Michael Becker	2425 E. Church St.
	Diane Gawlak	364 Good ave
	Edwin Gawlak	364 Good ave
Leslie Penna	Leslie Penna	2441 E. Church St.
Thomas Penna	Thomas Penna	2441 Church St
Lynette Tutt	LYNETTE TUTT	2515 Church St.
Pam Soja	Pam Soja	2515 Church St
Rita Shah	Rita Shah	372 Good AVE
	YOGESH, Shah Tina Shah	372 Good AVE
Tinashah	Tina Yogesh shah	372 Good Ave,
	LESTER BABINSKI	346 Potter
	HALINA DABINSKI	364 Potter
Mariusz Ostaszewski	MARIUSZ OSTASZEWSKI	2434 E CHURCH
Peter Kosiba	PETER KOSIBA	2415 CHURCH

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT
1420 Miner Street, Des Plaines, IL 60016
P: 847.391.5306 | desplainesil.gov

May 13, 2026

Mayor Goczkowski and Des Plaines City Council
CITY OF DES PLAINES

Subject: Planning and Zoning Board – 240, 280, and 310 Potter Road, Case #26-012-PPUD-CU-TPLAT

RE: Consideration of a Preliminary Planned Unit Development, Conditional Use, and Tentative Plat for a Residentially Zoned Assembly Use

Honorable Mayor and Members of the Des Plaines City Council:

The Planning and Zoning Board (PZB) held a public hearing on May 12, 2026 to consider the requests.

1. Dr. Abraham George representing the church provided an overview of the church's history, their presence in Des Plaines, and the need for the proposed multi-purpose building to consolidate the educational, spiritual, and fellowship needs of the church in one building. He briefly outlined the approvals from the PUD request in 2017 which included the expansion of the parking lot and construction of the parish house.

   Robert Kirk from Group A Architecture provided an in-depth analysis of the proposed multi-purpose building, its function, location on site, and design. He briefly discussed the proposed site plan identifying all existing and proposed improvements, specifically noting the new multi-purpose building proposed for the southwest corner of the site. Mr. Kirk also noted the proposed exterior building materials—intended to better consistent with existing residential development and roof design intended to buffer mechanical equipment from the adjacent residential properties. Finally, he discussed a site section diagram identifying the proposed building's separation from existing residences and displayed photos providing perspectives of the inside and outside of the proposed building. Campbell Kramer from Group A Architecture briefly touched on the tree preservation efforts and proposed landscaping for the new building and expanded parking area. Mr. Kirk later read the petitioner's responses to standards for PUDs and Conditional Uses.

   Cliff Toberman from Norman J. Toberman and Associates provided an in-depth analysis of the traffic and parking study for the proposed project, noting the study time period of Wednesday through Sunday from March to April of 2026. He stated the peak hours were 5-6 PM during the week where approximately 1,500 vehicles were counted, followed by Saturday between 12:30 and 1:30 PM and Fridays between 12:15 and 1:15 PM, which also boasted larger vehicle counts. Mr. Toberman explained that the level of service on Potter Road during the weekends is an A but dropped to a B or C level of service during the week. He noted that a total of approximately new 53 trips will be generated by the new building.

2. PZB members asked about the location of the proposed building in relation to the existing church building; if there is any overflow parking plan when the existing surface lot fills up; what the current occupancy level is for the existing church building and if this is being met; what the maximum occupancy is for the proposed building; how garbage trucks will access the site for pick-ups at the proposed building; if Potter Road had any level of service levels lower than C; more information related to the gates and cameras on site; where the proposed underground detention area is located and how it will work on site; if the existing church building has a full basement; if existing church basement is utilized for Sunday school/meals and if these current activities will move to the proposed building; if the proposed building is larger than the existing church building; if it is possible to scale down the proposed building to include all spaces on one level; how many competitive sports games do you anticipate to happen on site annually; for clarification of the conditions of approval for the PUD and Conditional use requests; for clarification on the Tentative Plat waiver requests; and if the petitioner considered locating the proposed building closer to Potter Road.

The petitioner and their team responded that separate events will happen in the existing church building and proposed building so there will be no need for patrons to walk between the buildings; they currently do not have an alternative property to park in case of overflow but do have a relationship with the fire station across the street for additional parking if needed; that the occupancy is approximately 426 people, which is currently being met, and the proposed building will have an occupancy of approximately 500 people; the existing gates and cameras on site are for security purposes when the church is not in operation; the new detention vault will be located north of the parish house and handle run-off from the site before it empties into the storm sewer; that the existing church building has a full basement that is currently used for Sunday school and meals, but these activities would move over to the proposed building in the future; the proposed building will be bigger than the existing church building, but is the size it is based on minimum size required by league sports organizations; they anticipate 1-2 competitive sports games each year; and that having an unobstructed view between the church building and parish house is important requiring the proposed building to be located elsewhere on site.

Staff clarified the recommended conditions of approval for the PUD and conditional use requests, noting that Condition No. 3 restricts the church from reaching full occupancy in both the existing church and proposed building at the same time. Staff also noted that the city engineer did not recommend waiving the requirements from Section 13-2-2.G of the subdivision Regulations as the existing and proposed utility easements/cables shall be provided on the plat.

3. CED staff summarized the staff report with slides providing an analysis of the requests, denoting the PUD exception for off-street parking and Tentative Plat waivers requested by the petitioner. Staff outlined the specific spaces and uses of the proposed multi-purpose building and noted the existing and proposed programs/activities that are anticipated to take place on site. For the preliminary PUD and conditional use requests, staff acknowledged the recommended conditions of approval. For the Tentative Plat request, staff reiterated the requested waivers and the recommended condition of approval. Finally, staff outlined all three motions before the PZB for their consideration.

4. Multiple members of the public spoke on this request, expressing concerns related to building scale, noise, traffic, parking, screening from existing residences, and building location in relation to residences. Many expressed frustrations with current traffic and parking issues in the immediate area, noting existing issues with the other assembly use down the street on Potter Road, and identifying concerns with the anticipated new building on the subject property. The submitted petition opposing this proposal was referenced.

   The petitioner and their team responded that they are Des Plaines residents and business owners and are focused on the Des Plaines community. They noted that events are scheduled ahead of time and in a manner to avoid or reduce overlap. Given their aging population, the proposed multi-purpose building allows for church members of all ages to stay healthy and keep involved in the church.

5. The PZB made two separate motions:
   - Voted 2-2 to recommend that City Council approve the conditional use request with the three staff recommended conditions of approval, resulting in a failed motion and recommendation for denial; and
   - Voted 2-2 to recommend that City Council approve the preliminary PUD request with the three staff recommended conditions of approval, resulting in a failed motion and recommendation for denial.

   A motion to approve the Tentative Plat was brought by the PZB but withdrawn without a vote. The petitioner then requested to withdraw the Tentative Plat request during the meeting.

Respectfully submitted,

James Szabo,
Des Plaines Planning and Zoning Board, Chairman
Cc: City Officials/Aldermen

2. **Addresses:** 240, 280, and 310 Potter Road
Case Number: 26-012-TPLAT-PPUD-CU

The petitioner requests: (i) a Tentative Plat to consolidate the existing five lots into one lot of record; (ii) a preliminary Planned Unit Development (PUD) to add a new multi-purpose building on the subject property; (iii) a Conditional Use to allow a residentially zoned assembly use on the subject property; and (iv) any other variations, waivers, and zoning relief as may be necessary.

Petitioner/Owner: Chicago Mar Thoma Church (Representatives: Matthew Varghese and Dr. Abraham George, 240 Potter Road, Des Plaines, IL 60016)

Chairman Szabo opened the public hearing and swore-in the petitioners and project team, including Robert Kirk and Campbell Kramer—both from Group A Architecture—and Cliff Toberman from Norman J. Toberman and Associates LLC.

Dr. George provided an overview of the church's history, their presence in Des Plaines, and the need for the proposed multi-purpose building to consolidate the educational, spiritual, and fellowship needs of the church in one building. He briefly outlined the approvals from the PUD request in 2017 which included a parking lot expansion and construction of the parish house.

Mr. Kirk provided an in-depth analysis of the proposed multi-purpose building, its function, location on site, and design. He briefly discussed the proposed site plan identifying all existing and proposed improvements, specifically noting the new multi-purpose building proposed for the southwest corner of the site. Mr. Kirk also noted the proposed exterior building materials—intended to be more consistent with existing residential development and roof design intended to buffer mechanical equipment from the adjacent residential properties. Finally, he discussed a site section diagram identifying the proposed building's separation from existing residences and displayed photos providing perspectives of the inside and outside of the proposed building.

Mr. Kramer briefly touched on the tree preservation efforts and proposed landscaping for the new building and expanded parking area.

Mr. Toberman provided an in-depth analysis of the traffic and parking study for the proposed project, noting the study time period of Wednesday through Sunday from March to April of 2026. He stated the peak hours were 5-6 PM during the week where approximately 1,500 vehicles were counted, followed by Saturday between 12:30 and 1:30 PM and Fridays between 12:15 and 1:15 PM, which also boasted larger vehicle counts. Mr. Toberman explained that the level of service on Potter Road during the weekends is an A but dropped to a B or C level of service during the week. He noted that a total of approximately new 53 trips will be generated by the new building.

Mr. Kirk read the petitioner's responses to standards for PUDs and Conditional Uses.

Chairman Szabo asked for the staff report and Senior Planner Jonathan Stytz presented the staff analysis.

Issue: The petitioner requests: (i) a preliminary PUD to allow a new multi-purpose building on the subject property; (ii) a tentative plat to consolidate the five existing lots into one lot of record; and (iii) a conditional use for a residentially zoned assembly use in the R-3 Townhouse Residential district at 240, 280, and 310 Potter Road.

Petitioners/Owners: Chicago Mar Thoma Church (Representatives: Matthew Varghese and Dr. Abraham George, 240 Potter Road, Des Plaines, IL 60016)

Case Number: #26-012-PPUD-CU-TPLAT

PINs: 09-15-102-013-0000, 09-15-102-014-0000, 09-15-102-015-0000, 09-15-102-041-0000, and 09-15-102-042-0000

Ward Number: #1, Alderman Margret Chlebek

Existing Zoning: R-3, Townhouse Residential District

Existing Land Use: Residential Assembly Use with Parish House and Off-Street Parking Area

Surrounding Zoning:
North: R-1, Single Family Residential District (City of Des Plaines)
South: R-1, Single Family Residential District (City of Des Plaines)
East: R5, Single Family Residence / R7 General Residence Districts (Unincorporated Cook County)
West: R-1, Single Family Residential District (City of Des Plaines)

Surrounding Land Uses:
North: Single Family Residences (residential)
South: Single Family Residences (residential)
East: Single Family Residences (residential) / Apartments (residential) / Fire Station (municipal)
West: Single Family Residences (residential)

Street Classification: Potter Road is a *major collector* road under Cook County jurisdiction.

Comprehensive Plan: The Comprehensive Plan designates this site as *Institutional*.

Property/Zoning History: *Property History*

The subject property was annexed into the City in 1960 as multiple single family residences[2]. Around 1985, the existing church building was constructed with a surface parking area and operations began in 1986 as noted in the attached *Petitioner's Project Narrative, Responses to Standards, and Existing Condition Photos* submittal. The congregation began to grow over the years and in 2018 the parish house was constructed.

[2] https://www.historicaerials.com/location/41.625/-87.875/T1890/16. Retrieved May 1, 2026.

Today, the subject property consists of the original church building located at the north end of site, the parish house located at the south end of the site, and a large surface parking lot in between as illustrated on the attached Plat of Survey. The subject property is entirely within the floodplain, with the southwest corner in the 100-year floodplain and remainder of the site in the 500-year floodplain requiring compliance with Title 14 Flood Controls of the Municipal Code.

Zoning History

Based on City records, multiple entitlements are associated with the subject property starting with Ordinance Z-4-06, which approved a conditional use request to allow a 4,880-square-foot one-story addition of the existing church building with a basement. This approval was later extended six months via Resolution R-39-07 to allow additional time to complete the approved work.

In 2016, a request to rezone the subject properties at 240, 280, and 310 Potter Road from the R-1 Single Family Residential district to the R-3 Townhouse Residential district and approve a preliminary PUD to allow an expansion of the existing surface parking area and construction of a parsonage building (i.e., parish house) was submitted and approved with Ordinance Z-13-16. Later in 2016, a request for the final PUD was submitted and approved via Ordinance Z-2-17.

Project Summary:

The petitioner proposes an expanded parking area, additional landscaping, and the addition of a multi-purpose building on the subject property consisting of dedicated classroom spaces, a gymnasium, a full kitchen, and meeting rooms. The intent of this new building is to allow a transition of their current Sunday school out of the basement of the existing church building and into a proper, dedicated classroom environment in addition to providing a dedicated indoor space for children to play games, sing songs, and engage in energetic activities without disturbing worship services.

This building will also serve as additional indoor space to improve and expand existing Chicago Mar Thoma Church outreach programs/fundraising efforts while also allowing for new activities and ministries on site. See the attached *Petitioner's Project Narrative, Responses to Standards, and Existing Condition Photos* submittal for additional information on both existing and proposed activities and programs.

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PRELIMINARY PUD

Request Summary:

Overview

The petitioner is requesting a Preliminary PUD to allow for the construction of a new multi-purpose building on the southwest corner of the subject property at 310 Potter Road, located behind the existing parish house. The current PUD originally approved in 2017 permits the existing church building, parking area, and parish house as illustrated on the attached *Plat of Survey*. The petitioner now proposes:

- Construction of a two-story, approximately 23,622-square-foot multi-purpose building restaurant with classroom spaces, a gymnasium, a full kitchen, and meeting rooms;
- Expansion and reconfiguration of the existing surface parking area to increase the total off-street parking count to 241 spaces, including nine accessible spaces; and
- Construction of an underground water detention vault for water run-off.

Site Access

There are currently three direct means of access to the subject property from Potter Road: an entrance-only curb cut on the north side of the property next to the existing church building, a two-way curb-cut in the middle of the property with direct access to the parking area, and a residential driveway entrance to the existing parish house. The proposed lot configuration will utilize the existing access points while also providing multiple 24-foot-wide, two-way travel drive aisles around the parking lot. The parking area is situated in the middle of the subject property and currently provides access to the existing church building. The proposed parking area expansion will extend vehicular access to the southwest corner of the property where the multi-purpose building is proposed.

Off-Street Parking Requirement

Pursuant to Section 12-9-7, the off-street parking requirement for an assembly use such as a place of worship is based on the type of seating utilized. If affixed (non-movable) seating is utilized, one off-street parking space is required for every 5 seats in the main auditorium, sanctuary, nave or similar place of assembly and other rooms (offices, gymnasiums, classrooms) which are to be occupied simultaneously. Otherwise, one off-street parking space is required for every 60 square feet of floor area for the building. The table below identifies the proposal's alignment with the off-street parking requirements for the existing buildings and proposed multi-purpose building.

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Building	Number of Spaces Required
Church (existing)	84 (420 seats / 5)
Parish House (existing)	2 (two spaces per dwelling unit)
Multi-Purpose Building (new)	199 (11,889 SF / 60)
Total Off-Street Parking Required	285 spaces
Total Off-Street Parking Proposed	241 spaces
Parking Space Deficit	***44 spaces****

A PUD exception will be required for the off-street parking requirement.

Landscaping and Screening Improvements

The property is currently improved with some landscaping around the existing buildings and throughout the existing parking area. However, the proposed building and parking lot expansion will need to be designed and improved to comply with Chapter 10, Landscaping and Screening, of the Zoning Ordinance. Below is an analysis on how the attached *Preliminary Landscape Plan* aligns with foundation, parking lot, screening, and buffer landscape requirements.

- Parking Lot Landscaping: The parking lot expansion area will need to comply with Section 12-10-8 of the Zoning Ordinance, which identifies both interior and perimeter parking lot landscaping requirements.
    - Interior landscape beds have been provided at the end of parking rows and in compliance with the dimensional requirements in this section. While not all interior landscape beds at the end of the parking rows have shade trees directly located within them, there is an additional seven-foot-wide interior landscape bed situated in between the southern edge of the existing parking area and northern edge of the new parking area, which provide additional shade trees to meet this requirement.
    - Perimeter parking lot beds have been proposed along the east side of the new parking area along Potter Road and west side along the rear property line as required. Additional landscaping is proposed in between the parish house and new parking area as well as on the west property line by the multi-purpose building.

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- Landscape Buffers: The subject property is zoned R-3 and abuts single family residences on the south and west sides. Pursuant to Section 12-10-9 of the Zoning Ordinance, a minimum five-foot-wide landscape buffer is required with a six-foot-tall solid wood, vinyl, or masonry fence along both property lines abutting single family residences. There is an existing six-foot-tall wood fence extending along the west, north, and south property lines, which meets this requirement.
- Foundation Landscaping: The subject property is an interior lot which requires a minimum of 25 percent of the principal building foundation to be improved with landscape plantings. The proposed five-foot-wide foundation landscaping covers about 79 feet or 16 percent of the multi-purpose building's foundation and is located at the back of the building. Additional foundation landscaping, preferably on the east, street-facing building elevation, is necessary to comply with this regulation.
- Dumpster Screening: The existing church building dumpster must be stored within a 6- to 8-foot-tall solid wood or masonry fence enclosure pursuant to Section 12-10-11 of the Zoning Ordinance. While the dumpster for the new multi-purpose building is currently proposed to be stored inside except during active trash collection, it will also have to comply with these standards if it is stored outside in the future.

Development Schedule
The proposed improvements are scheduled to start around October 2026 after entitlement approval and construction is scheduled to be completed by August 2027 as illustrated in the attached *Development Schedule*.

CONDITIONAL USE

Request Summary:

Overview

With the Preliminary PUD request, the petitioner requests an amendment to a conditional use for the existing residentially zoned assembly use to conduct new and expand current programs/activities on site as described in the attached *Petitioner's Project Narrative, Responses to Standards, and Existing Condition Photos* submittal. A residentially zoned assembly use, as defined below, is a conditional use in the R-3 district and any changes to the existing conditional use requires City Council approval.

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> RESIDENTIALLY ZONED ASSEMBLY USES: A use that is primarily for the purpose of the assembly of people for a non-commercial purpose, which can contain a combination of uses that take place in both principal and accessory structures. Such uses include: community center, membership organizations, church, synagogue, temple, meeting house, mosque, or other place of worship. For allowable accessory uses, refer to the specific land uses defined in this chapter. Such uses shall adhere to the off street parking requirements under "assembly uses".

Proposed Operations

The attached *Petitioner's Project Narrative, Responses to Standards, and Existing Condition Photos* submittal outlines the specific programs/activities that would take place on site throughout the year identifying the description, frequency, time period, location, and estimated occupancy for each event. The calendar pages in this attachment provide an overview of a sample week and sample month for Chicago Mar Thoma existing and proposed events taking into account the proposed multi-purpose building.

Chicago Mar Thoma currently conducts 25 different programs / activities on site ranging from worship services / fellowship to fundraisers/special events. Most of these programs/activities occur once or a few times a year such as holiday celebrations, regional youth camp, vacation bible school, picnics, blood drives, and fundraisers. The remaining programs/activities include worship services (every week), ministry (every other week), and fellowship events (every month) with the highest occupancy times on Sunday mornings and Friday evenings. While all of these events currently take place in the church building, many of these events will be held in the proposed multi-purpose building.

In addition to the events currently conducted on the subject property, Chicago Mar Thoma intends to add seven new programs/activities including community events (soup kitchen and food drive), senior walk and fellowship, special events (engagements and weddings), and sports events (daily sports and tournaments). Aside from wedding ceremonies, all new events will be held in the proposed multi-purpose building. The community, fellowship, and daily sports events are scheduled more frequently throughout the year and generally estimate a lower number of participants. However, the special events and sports tournaments do estimate a much larger turnout of 250-500 people, increasing parking demands and traffic volume in and around the subject property when they are held. That said, the sports tournament event is scheduled for twice a year on the weekends and the special events listed are for the sole purpose

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of the church members and their families, which may limit the frequency of these types of events.

Site and Architectural Plans
The attached *Site and Architectural Plans* and *Preliminary Engineering Plans* detail the proposed improvements on the subject property, identifying the location, setbacks, and size of the proposed multi-purpose building and parking area expansion. The parking lot expansion will provide an additional six off-street parking spaces and provide both vehicle and pedestrian access to the multi-purpose building from the existing parking area and site access points.

The multi-purpose building is proposed in the far southwest corner of the property with a side yard setback of five feet and rear yard setback of 35 feet, which both meet the minimum building setback requirements in Section 12-7-2.J of the Zoning Ordinance. The proposed location of the multi-purpose building is in the 100-year floodplain, which does require it to conform with certain regulations in Title 14, Flood Controls, of the Municipal Code.

The multi-purpose building will consist of a main level and mezzanine totaling 23,622 square feet in area and 34.5 feet in height. The table provides the room matrix of the building as identified on the attached *Site and Architectural Plans.*

Multi-Purpose Building Room Matrix		
Building Level	Room Type	Total Area
First Floor (Main Level)	Classrooms (4 total)	846 SF
	Gymnasium	8,176 SF
	Office	172 SF
	Green Room	332 SF
	Storage Rooms (2 total)	475 SF
	Kitchen	635 SF
	Trash Room	252 SF
Second Floor (Mezzanine Level)	Classrooms (11 total)	2,394 SF
	Conference Room	175 SF
	Storage Rooms (2 total)	218 SF

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Traffic and Parking Study
The attached *Traffic and Parking Study* provides a detailed analysis of the potential impacts from the installation of a new multi-purpose building and expansion of programs/activities on the subject property. In summary, this study concluded:

- The generated trips from the new facility will not significantly impact Potter Road travel lanes during or after peak PM hour (4:45-5 PM);
- The existing south site entrance will efficiently manage any increase in weekday and weekend trips generated by the new facility and will not impact traffic flow on Potter Road; and
- The existing lot and south parking addition will meet the church's parking needs and will be shared between the church and new facility.

TENTATIVE PLAT

Request Summary:

Overview
The proposal includes a consolidation of the existing five lots comprising the Chicago Mar Thoma church, parish house, and parking lot into one, 3.42-acre lot of record. The attached Tentative Plat of Subdivision, titled Chicago Mar Thoma Church Consolidation, shows the proposed consolidated Lot 1. The proposed multi-purpose building is intended to be installed in the southwest corner of Lot 1 and will need to comply with the building setback requirements for the R-3 district as noted in Section 12-7-2.J of the Zoning Ordinance. These building setback lines, as specified below, are identified on the Tentative Plat.

Building Lines and Easements
The Tentative Plat shows the following easements and building lines: (i) a new 25-foot front building setback line along Potter Road where the proposed subdivision abuts the street; (ii) new 5-foot side building setback lines along the north and south of the proposed Lot 1; (iii) a new 25-foot rear building setback line along the west boundary of the proposed Lot 1; (iv) a new 10-foot-wide public utilities easement along the rear lot line; and (v) a new 5-foot-wide public utilities easement along the south, west, and east of the proposed Lot 1.

Utility Will-Serve Letters
As part of the Tentative Plat process, tentative approval of utility easements by all privately owned utility companies servicing the

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proposed Lot 1 shall be provided via written correspondence either directly on the tentative plat itself or through will-serve letters as noted in Section 13-2-2.E of the Subdivision Regulations. The petitioner does not currently have these tentative approvals and is requesting a waiver of this requirement at the Tentative Plat stage. The PZB has the authority to approve this waiver request conditioned upon the subdivider obtaining these tentative utility approvals at time of Final Plat.

Utility Poles, Cables, and Structures
As part of the Tentative Plat process, all existing and proposed utility poles, cables, and structures—including sanitary and storm sewer, water and gas mains, and other underground lines/cables—shall be shown on the Tentative Plat pursuant to Section 13-2-2.G of the Subdivision Regulations. Since this information is not provided on the Tentative Plat, it will need to be added to ensure the Tentative Plat is complete. While the PZB has the authority to waive this requirement with the recommendation of the city engineer, the city engineer does not recommend waiving this requirement.

Subdivision Process and Public Works and Engineering (PWE) Memo
Although the petitioner's request is for a Tentative Plat only at this time, the Board and public may benefit from understanding the requirements of a Final Plat, which is the second step in the subdivision approval process. The steps for Final Plat are articulated in Sections 13-2-4 through 13-2-8 of the Subdivision Regulations. In summary, the Final Plat submittal requires engineering plans that must be approved by the City Engineer, in particular a grading and stormwater management plan. The PWE Department has provided brief, initial comments in the attached *Public Works and Engineering (PWE) Memo* based on the submittal.

Planned Unit Development (PUD) Findings: The following is a discussion of standards for planned developments from Section 12-3-5.H of the Zoning Ordinance. Rationale for how the proposed use would satisfy the standards as provided below and in the petitioner's response to standards. The PZB may use this rationale toward its recommendation, or the Board may make up its own.

1. **The extent to which the Proposed Plan is or is not consistent with the stated purpose of the PUD regulations in Section 12-3-5.A of this title:**

   Comment: The proposed PUD generally aligns with the stated purposes of PUDs with multiple principal buildings, separate vehicular and pedestrian areas, perimeter and interior landscaping areas, and tree preservation plan, all of which foster public health, safety, and general welfare for residents.

2. **The extent to which the proposed plan meets the prerequisites and standards of the planned unit development regulations:**

   Comment: The proposed PUD meets the ownership/unified control and minimum lot size requirements stated in Section 12-3-5.B of the Zoning Ordinance.

3. **The extent to which the proposed plan departs from the applicable zoning and subdivision regulations otherwise applicable to the subject property, including, but not limited to the density, dimension, area, bulk, and use and the reasons why such departures are or are not deemed to be in the public interest:**

   Comment: The proposal departs from the bulk regulations in Section 12-7-2.J of the Zoning Ordinance as it includes three separate principal buildings where only one principal building is permitted for each zoning lot in the R-3 district.

4. **The extent to which the physical design of the proposed development does or does not make adequate provision for public services, provide adequate control of vehicular traffic, provide for, protect open space, and further the amenities of light and air, recreation and visual enjoyment:**

   Comment: The proposed location and design of the multi-purpose building is in close proximity to single family residences, which may adversely impact amenities of light, air, and visual enjoyment. A six-foot-tall wood fence currently runs along the south, north, and west sides of the development to screen adjacent residents from the new building. In addition, the proposal includes landscape plantings on the west side of the development to further screen the proposed building. While existing outdoor recreation space will be reduced, it will be replaced with indoor recreation space for the church.

5. **The extent to which the relationship and compatibility of the proposed development is beneficial or adverse to adjacent properties and neighborhood:**

   Comment: While the proposal is consistent with the existing residential assembly use on the subject property and similar assembly uses in town, it may not be consistent with the neighboring single family residences in its immediate vicinity. The proposal may represent a positive reinvestment in an established development potentially resulting in surrounding property value increases. However, there may also be adverse side-effects from this new building related to traffic, parking, and visual impacts.

6. **The extent to which the proposed plan is not desirable to physical development, tax base, and economic well-being of the entire community:**

   Comment: The proposal may provide benefit to the church itself but may not improve the tax base or the economic well-being of Des Plaines. It would also add another building in the floodplain which could exacerbate current flooding concerns in the area.

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7. **The extent to which the proposed plan is in conformity with the recommendations of the 2019 Comprehensive Plan:**

   Comment: The proposal supports an expansion of the Chicago Mar Thoma church, which aligns with the diversity and inclusion goals and objectives of the Comprehensive Plan. It also reinvests in and improves an established development in the city, which is also promoted by the Comprehensive Plan.

Conditional Use Findings: Conditional Use requests are subject to the standards set forth in Section 12-3- 4(E) of the Zoning Ordinance. Rationale for how the proposed amendments would satisfy the standards is provided below and in the attached *Petitioner's Project Narrative, Responses to Standards, and Existing Condition Photos*. As its rationale for its determination, the Board may use the responses provided as written, modify, or adopt its own.

1. **The proposed Conditional Use is in fact a Conditional Use established within the specific Zoning district involved:**

   Comment: A residentially zoned assembly use is only permitted through a conditional use as specified in Section 12-7-2.J of the Zoning Ordinance for properties in the R-3 Townhouse District.

2. **The proposed Conditional Use is in accordance with the objectives of the City's Comprehensive Plan:**

   Comment: The Comprehensive Plan designates this property as *institutional* and strives to foster support and collaboration with cultural diversity in Des Plaines. This proposal may generally align with Chapter 6, Diversity and Inclusion, of the Comprehensive Plan by preserving and expanding the City's rich cultural diversity.

3. **The proposed Conditional Use is designed, constructed, operated and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity:**

   Comment: The proposed multi-purpose building is designed with a height and setback that may be considered harmonious with development in the abutting R-1 district. However, it does utilize some exterior building materials that may be less harmonious or appropriate with materials utilized for single family residences and it may be interpreted to be out of character with the surrounding area given its overall size in comparison to single family residences, but overall, the building's scale and design may fit better with the existing single family residences adjacent to it.

4. **The proposed Conditional Use is not hazardous or disturbing to existing neighboring uses:**

   Comment: The proposed multi-purpose building may not be hazardous to neighboring properties. While the building could potentially be disturbing to neighboring properties due to visual impacts it may create or traffic and parking needs it could generate, the proposal does address these concerns in the building design, parking lot expansion, and landscape screening improvements.

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5. **The proposed Conditional Use is to be served adequately by essential public facilities and services, such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer, and schools; or, agencies responsible for establishing the Conditional Use shall provide adequately any such services:**

   Comment: The subject property is currently served adequately by essential public facilities and services, which are not subject to change as part of this request. The proposal includes new service lines and stormwater detention vault to manage stormwater run-off on the subject property. There are no concerns related to the adequacy of existing public facilities and services with the proposal.

6. **The proposed Conditional Use does not create excessive additional requirements at public expense for public facilities and services and will not be detrimental to the economic well-being of the entire community:**

   Comment: The current assembly use is not known to create excessive additional requirements for public facilities and services, and this will change with the proposed multi-purpose building construction. There is also no indication this proposal would have a detrimental effect on the economic well-being of the community.

7. **The proposed Conditional Use does not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke fumes, glare or odors:**

   Comment: While the assembly use does not produce any smoke fumes, glare, or odors, it can create additional traffic and noise impacts on surrounding properties. The programs/activities associated with this use take place within the existing buildings on the subject property thereby reducing noise. In addition, the proposal identifies a sample weekly and monthly program/activity schedule to show how these events are spread throughout the week to ensure the existing site improvements are sufficient for the traffic and parking needs for each event. However, days where simultaneous events are scheduled and/or higher participate turnout is expected may pose concerns with how site circulation and parking is managed. The PZB may ask the petitioner how this is managed on site on multiple event nights.

8. **The proposed Conditional Use provides vehicular access to the property designed so that it does not create an interference with traffic on surrounding public thoroughfares:**

   Comment: The subject property contains two access points from Potter Road which will not change or be impacted by the proposed multi-tenant building. The attached *Traffic and Parking Study* identifies the use of each existing access point based on the location of the event on site: north access point for church building events and south access point for events in the multi-purpose building.

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9. **The proposed Conditional Use does not result in the destruction, loss, or damage of natural, scenic, or historic features of major importance:**

   Comment: The proposal will include loss of natural, open space on the subject property. However, a tree preservation plan has been included to retain and protect existing trees on site to reduce this loss. Moreover, additional landscaping is proposed to be installed to help replace any existing plantings that will be lost as part of this request.

10. **The proposed Conditional Use complies with all additional regulations in the Zoning Ordinance specific to the Conditional Use requested:**

    Comment: Aside from the multiple principal buildings requiring the PUD request and off-street parking supply exception, this proposal may be considered to meet all other Zoning Ordinance requirements for the R-3 district.

PZB Procedure and Recommended Conditions: The following sections of the Zoning Ordinance outline the PZB's procedure for the requested Preliminary PUD and Conditional Use entitlements. The PZB should take the following motions, which can be combined or taken individually:

- Under Section 12-3-4.D.3 (Procedure for Review and Decision of Conditional Uses) of the Zoning Ordinance, the PZB has the authority to *recommend* that the City Council approve or deny the request for a conditional use.
- Under Section 12-3-5.D.2.c (Procedure for Review and Decision of Conditional Uses) of the Zoning Ordinance, the PZB has the authority to *recommend* that the City Council approve or deny the request for a preliminary PUD.

Consideration of the requests should be based on a review of the information presented by the applicant and the findings made above, as specified in Sections 12-3-4 (Standards for Conditional Uses) and 12-3-5.E (Findings for PUDs) of the Zoning Ordinance. If the PZB recommends and City Council ultimately approves the Preliminary PUD and Conditional Use requests, staff recommend the following conditions.

Recommended Conditions of Approval for the Preliminary PUD and Conditional Use:

1. All proposed improvements and modifications shall be in full compliance with all applicable codes and ordinances. Drawings may have to be modified to comply with current codes and ordinances.
2. All governing documents for the construction and ongoing operation of the proposed development including but not limited to any development agreements, covenants, conditions, and restrictions, or any operating reciprocal easement agreements must be submitted to and approved by the City's General Counsel prior to the recording of the Final Plat of PUD or Final Plat of Subdivision.
3. At no time shall the existing Church Building and Proposed Multi-Purpose Building be fully occupied simultaneously.

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Section 13-2-3 (Procedure for Review and Decision of Tentative Plats), the PZB has the final authority to approve or deny the request for a tentative plat, and the following requested waivers:

- A waiver from Section 13-2-2.E to delay the submittal of the tentative approval of the subdivision easements by privately-owned utility companies until time of Final Plat; and
- A waiver from Section 13-2-2.G to show the existing and proposed utility lines and cables on the Tentative Plat. As a reminder, this is not recommended by the city engineer.

If the PZB approves the Tentative Plat request and requested waivers, staff recommend the following condition of approval:

Recommended Condition of Approval for the Tentative Plat:

1. That the tentative approval of utility easements by all privately owned utility companies shall be indicated via written correspondence at time of the Final Plat process.

Chairman Szabo asked for PZB member questions.

Member Weaver noted the large distance between the existing church building and proposed multi-purpose building. He asked why the location of the multi-purpose building was chosen and if access/easement points are more important than accessibility. Shiju Alex responded that separate Sunday school and services will happen in each building so patrons attending these events in one building will not need to travel to the other. Mr. Kirk added that each of the buildings will have separate times of activity and its own parking spaces around each building.

Member Weaver asked what the parking overflow plan is when the parking area on site fills up and if the petitioner has any arrangement with a nearby property for extra parking. Mr. Abraham Shani stated the busiest day is Easter Day and prior to 2017, they had utilized the Fire Station lot across the street for overflow parking. After the parking lot expansion in 2017, they no longer needed the Fire Station lot and discontinued use of that site.

Member Weaver asked about the usage of the existing church building and whether it met the maximum occupancy requirements enforced by the Fire Department. Mr. Shani confirmed that they meet the maximum occupancy for the existing church on Easter, given that they can expect non-members from the public to attend their services.

[Further discussion regarding maximum occupancy and use for the existing church unfolded followed by a similar discussion for the proposed multi-purpose building.]

Member Weaver noted the location of the trash room on the multi-purpose building and asked how the garbage truck will access the site to service the new building. Mr. Kirk stated they had this reviewed by the trash disposal company who had no issues with the location given that the trash access door was located on a main parking lot drive aisle.

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Member Weaver noted the level of service assessment for Potter Road, which indicated as a C. He asked if there are any levels that are less than C during his study. Mr. Toberman confirmed that there was a flooding event that occurred during the testing period when Golf Road was shut down and the level of service on Potter Road was below a C but they did not count that in the study given the circumstances.

Member Weaver asked if the level of service on Potter Road was not less than C under normal conditions and if it will not change with the proposed building. Mr. Toberman confirmed that he did not find a level of service less than C for Potter Road during the study period and this finding is not anticipated to change with the new building.

Mr. Shani added that they maintain a good relationship with the Fire Station across the street and would be able to utilize their lot as needed. He noted that the Fire Station has drafted a letter of recommendation for their requests.

Member Weaver noted that even if the church grew substantially they would have enough services to split out the number of people coming to the property at the same time. Mr. Shani stated, yes.

Member Weaver inquired about the existing parking lot gates, locks, and cameras on the subject property. He asked why they currently have the system they do and if they propose any changes to how they manage the gates, locks, and cameras. Joe George requested further clarification of the question and Member Weaver elaborated. Mr. George provided an overview of the current system and access protocols, describing that it is in place primarily to restrict access to the parking area when the church is not in use. Facility members have access to the gates and locks if they need access. Security cameras are utilized for safety purposes and intended just to watch the building entrances.

Member Weaver re-asked if they propose any changes to how they manage the gates, locks, and cameras. Mr. George responded that they would likely add similar systems and protocols for the new multi-purpose building.

Member Weaver noted the flooding concerns in this area of Des Plaines and asked about how the proposed underground detention will work on site. Mr. Toberman noted the existing detention improvements on site and explained the proposed stormwater detention in a new underground vault located north of the parsonage adjacent to the existing storm sewer line.

Member Veremis asked about the size and use of the basement in the existing church building. Mr. Shani responded that they do have a full basement in the existing church building, which is currently partitioned off for Sunday School classes in the morning and then is transformed for services afterwards.

Ms. Alex added more information related to the size of their Sunday School classes—which comprise kindergarten to 12th grade children—and the existing space in the basement is tight.

Member Veremis asked if all of the current activities in the basement will be moved over to the new building. Ms. Alex responded that the Sunday School classes and fellowship lunches would then be held in the new building.

Member Veremis asked if the petitioner considered a new one-story building with a basement instead of a two-story building. Mr. Shani mentioned that there are constraints with the water table in this area preventing a basement and there are space issues leading to conflicts with events occurring simultaneously in the existing church building.

[Further discussion ensued about the use of the existing church basement after the construction of the new building and the large size of the proposed building]

Member Veremis asked if the new space proposed is bigger than the existing church. Mr. Shani confirmed that it would be due to the recreational space included, which has to be a certain size.

Member Zadrozny noted that the gymnasium currently takes up a majority of the building's floor space and asked if the building could be scaled down to one level with both the classrooms and gymnasium on the same level. Mr. Kirk responded that one of the main reasons for the size of the building is related to league ball which requires a certain minimum gymnasium size in order to be a part of the league and host competitive sports.

Member Zadrozny inquired about the number of competitive sports games they anticipate will occur every year on site. Mr. Shani responded one or two games maximum would occur annually.

Member Weaver referred to the three recommended conditions of approval for the preliminary PUD and conditional use in the staff report. He requested clarification on condition No. 3, specifically the intended meaning behind the phrase "fully occupied". Senior Planner Stytz responded that this refers to the maximum occupancy allowed for each building, meaning that both buildings cannot be at maximum occupancy—as determined by the fire code—simultaneously.

Member Weaver asked why the city engineer did not recommend approving the waiver of the regulation in Section 13-2-2.G, requiring the petitioner to provide existing and proposed utility line information on the Tentative Plat. Senior Planner Stytz responded that the city engineer felt it was necessary to include this information and did not see a reason to waive this requirement.

Member Weaver asked if this is a special circumstance or if the city engineer usually requests this utility information as part of a standard operating procedure. Senior Planner Stytz responded that this is a requirement for all Tentative Plat requests as noted in the Subdivision Regulations so it is standard operating procedure for this information to be included on the Tentative Plat.

Chairman Szabo asked for public comment, requesting a show of hands for those in support and a show of hands for those opposed to the request. Multiple hands raised in support and several hands raised in opposition of the proposal.

Chairman Szabo asked if there were any residences in the nearby neighborhood that would like to provide testimony and asked them all to rise. He then swore in all members of the public standing.

Nancy Creely of 283 Good Court expressed that she was opposed to the proposal and noted that they submitted a four page petition with 53 names of individuals also opposed to the proposal.

Chairman Szabo asked the reason for the opposition. Ms. Creely responded that the conditional use standards have not been met for this use, given that the proposal would increase the assembly use functions on the site next to a developed neighborhood and create further traffic and parking concerns. They understand that the church is adding additional programs and events in addition to the several programs they currently have including ceremonies and sporting events with over 500 people showing up for these events. She added that the size of the building is too large and noted how it would look from their neighborhood with the limited trees currently present in the southwest corner of the site. Ms. Creely stated that the proximity of the building to the residences is much smaller than the current parish house and church building which are both up against Potter Road and they are concerned this will create adverse effects related to noise from the gymnasium. She noted the proposal intensifies a use that is not consistent with the surrounding area and therefore does not comply with the zoning standards.

Bill Lightfist of 241 Good Avenue requested this proposal to be denied on the basis that it does not conform with the standards for a conditional use and preliminary PUD. He feels the proposal does not align with the existing residential character of the area and the impacts to the nearby residences have not been adequately addressed. Given the scale of the proposed building, this proposal would intensify traffic, parking, and congestion concerns in this area which already exist.

Steven Cook of 291 Good Court noted that while no one disputes the benefit the proposal would have on the church but the issues are placement and compatibility. He feels that the construction of the new building designed for people who do not live in the area changes the character of the site from a local church to a regional venue. He stated that the existing church and parsonage fit the residential and institutional nature of the area because they are integrated into the neighborhood itself. Mr. Cook stated the proposed building is different in both scale and function as it is intended to draw regular traffic and create gatherings and activity from outside the neighborhood. He noted that this distinction is important in zoning law and explained how zoning is intended to regulate uses to help address and reduce adverse impacts on neighboring properties. He stated that the use is not compatible merely because it is affiliated with an existing church and ancillary uses can evolve into fundamentally different land uses when their intensity and reach expands beyond the neighborhood they occupy. He discussed previous improvements on the site from 2017 noting that only a fence was installed for the adjacent properties and now the new proposal adds a 35-foot-tall building with only new trees installed for residents. He is upset with the proposed location of the trash room in the new building and does not want garbage to be stored near his property. Mr. Cook stressed that traffic is a major concern in this area making it difficult for residences to get to and from their homes. He is also concerned with the schedule of events on site and who is going to enforce events on site.

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Dalia Kisilias of 2531 Church Street concurs previous comments and stresses the parking issue in this area. She explained the issues getting in and out of her property during Friday events at a separate assembly use located near her property and is concerned that the new building on the subject property will intensify these parking and traffic issues. She mentioned that these types of organizations do not pay taxes but hurt tax-paying citizens in the area while not providing benefits to the community. Ms. Kisilias suggested that the church should look at commercial spaces that are better suited for these types of activities. She echoed that the size of the building is too large.

Andy Wallace of 2531 Church Street talked about the use of the land prior to the construction of the church property noting it was a shame when the previous residences were torn down. He stated that the proposed building would likely add more traffic and parking to the area, which is already congested with the existing mosque down the street. He added Potter Road and the local streets were not designed to handle the amount of traffic that utilizes these roadways. Mr. Wallace also commented that the petitioner has provided no proof that the proposal will not increase traffic and parking concerns in alignment with the applicable zoning standards. He mentioned that the mosque down the street bought a fence and put a gate in it for pedestrians to walk through onto other people's properties and is worried the same could happen here. He explained that the size and placement of the proposed building so close to residences is a concern and would likely take up more existing parking spaces instead of adding any spaces. Mr. Wallace addressed his concerns with the traffic study findings and concluded that he opposes this request.

Pam Warford of 2530 Church Street concurs with the concerns of the previous speaker and noted specific concerns with the existing mosque down the street from the subject property. She had concerns with the minimum parking calculation regulations stating that it was not sufficient to address the parking concerns associated with assembly uses. Ms. Warford also noted noise and lighting as additional concerns with the proposal providing an example of lighting installed by the mosque which created a nuisance on her property at night. She said the City intervened to address the issue but the mosque later put up additional lighting which still created a nuisance. She stated that the individuals reviewing these proposals should ensure that all regulations are met with the proposal. She added that the proposed building will be louder than what the church anticipates it will be and that the building should not be located this close to the adjacent residences.

Nancy Creely of 283 Good Court added that the individuals in favor of this request do not live in this area or Des Plaines at all, and do not pay taxes to benefit this community.

Ms. Alex, on behalf of the petitioner, provided a response to public comments stating that while she understood the neighbor's concerns, she is a resident and business owner in Des Plaines who focus on programs that benefit the City and provided examples of a recent project with Oakton Community College they have done for the community. She reiterated that all events will be scheduled in advance with no additions aside from funeral services and will be conducted with respect the neighborhood. Ms. Alex noted that they have an aging church congregation and want to utilize this building for continued healthy living and fellowship opportunities for these older patrons. She concluded that the proposal is also intended to benefit the community as a whole.

Mr. Shani confirmed that many of their events are on Sundays and read the letter of support written by the Fire Chief from the fire station across the street.

Member Veremis asked if the petitioner considered adding the building along Potter Road to move it further from the homes, noting that properties across the street are commercial properties. Mr. Kirk responded that this concept was considered but the petitioner felt that given the building would be self-contained its position set back from Potter Road would be sufficient. He also noted that bringing the height down below 45 feet and planting the buffer between the building and the residential is a good solution. Mr. Kirk also mentioned that there would be no pedestrian traffic coming to and from the site given that there would be a fence around the entire property.

Andy Wallace of 2535 Church Street added that he has seen a change in this area and it is not for the better. While he likes the ideas for these programs, he does not understand why the large building and gymnasium are necessary. He is concerned about the event schedule and not being aware of when events are held.

Member Weaver expressed concern related to the absence of the three other members and wishes they were present to hear the testimony. He explained the PZB standard operating procedure noting that if an action is not taken it is usually because there is further discussions on how a proposal might change or the petitioner may consider changes based on the feedback from the public, but he does not hear this happening tonight. He expounded on his thoughts regarding the proposal, the residents' concerns, and the current development in the area.

Member Veremis noted how impressed she was with the look of the subject property. She noted that while she understands the need for a new building, she does not understand the need for a large building and a gymnasium. She asked if there are any considerations to adjust the proposal to address the concerns of the neighborhood. If not, then we are ready to vote.

Member Weaver noted that there are concerns related to church patrons walking or driving their cars through the neighborhood but he does not see any way to mitigate that without additional measures beyond the proposal. He also noted that City council will have the final approval over the conditional use and PUD requests and they do not have to follow our recommendation.

Member Weaver moved and Member Zadrozny seconded a motion to recommend approval to the City Council the conditional use request with the staff proposed conditions of approval.

AYES: Szabo and Weaver
NAYS: Zadrozny and Veremis
ABSTAIN: None

MOTION FAILED – RECOMMENDATION OF DENIAL

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Community and Economic Development (CED) Director Jeff Rogers confirmed that a tie vote results in a failed motion and a recommendation for denial.

Member Weaver moved and Member Zadrozny seconded a motion to recommend approval to the City Council the Preliminary PUD request with the PUD exception for off-street parking and the staff proposed conditions of approval.

AYES: Weaver and Szabo
NAYS: Veremis and Zadrozny
ABSTAIN: None

MOTION FAILED – RECOMMENDATION OF DENIAL

Member Weaver mentioned Tentative Plat request and asked for clarification regarding the purpose if the request. Senior Planner Stytz confirmed that the Tentative Plat request would consolidate the existing lots and the final plat request would come before the PZB in the future.

CED Director Rogers expounded on the procedural process of a subdivision request and its purpose, noting that it does not have any bearing on the proposal itself and is not a requirement of the city for this project.

[Further discussion between Member Weaver and CED Director Rogers regarding the difference between the processes and procedures for the subdivision and PUD requests and the petitioner's options for each request type].

Member Weaver moved and later withdrew his motion to approve the Tentative Plat request. Senior Planner Stytz asked for clarification on the PZB's determination for the Tentative Plat request: approved, denied, or tabled.

CED Director Rogers identified that the petitioner can also withdrawal their Tentative Plat request and apply for it at a later time. Dr. Abraham responded that they will withdrawal the Tentative Plat request at this time.

ADDITIONAL ITEMS
None

ADJOURNMENT
Chairman Szabo adjourned the meeting by affirmative voice vote at 9:34 P.M.

Sincerely,
Jeff Rogers, AICP, Director/Recording Secretary
cc: City Officials, Aldermen, Planning & Zoning Board, Petitioners

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CITY OF DES PLAINES

ORDINANCE Z - 12 - 26

AN ORDINANCE APPROVING A NEW PRELIMINARY PLANNED UNIT DEVELOPMENT PLAN AND A CONDITIONAL USE FOR A RESIDENTIALLY ZONED ASSEMBLY USE IN THE R-3 TOWNHOUSE RESIDENTIAL DISTRICT FOR 240, 280, AND 310 POTTER ROAD (CASE #26-012-PPUD-CU-TPLAT).

WHEREAS, Chicago Mar Thoma Church (f/k/a Chicago Mar Thoma Congregation) an Illinois not-for-profit corporation (***"Petitioner"***) is the owner of those parcels of real property commonly known as 240, 280, and 310 Potter Road, Des Plaines, Illinois (collectively ***"Property***"); and

WHEREAS, the Property is located in the R-3 Townhouse Residential District of the City (***"R-3 District"***) and is currently unimproved except for a paved off-street parking area; and

WHEREAS, the Petitioner maintains a house of worship ("***Church Building***") and a residential home ("***Parsonage***") on the Property pursuant to a planned unit development approved by City Ordinances Z-13-16 and Z-2-17; and

WHEREAS, the Petitioner desires to construct a multi-purpose building on the Property consisting of dedicated classroom spaces, a gymnasium, a full kitchen, and meeting rooms ("***Multi-Purpose Building***") as well as an expanded parking area and additional landscaping (collectively, the "***Proposed Development***") to provide recreational, educational, and community meetings space to complement the existing house of worship facilities on the Property ("***Proposed Use***"); and

WHEREAS, the City of Des Plaines Zoning Ordinance of 1998, as amended, is codified as Title 12 of the City Code of the City of Des Plaines ("***Zoning Ordinance***"); and

WHEREAS, pursuant to Section 12-7-2.I of the Zoning Ordinance, residential assembly uses are permitted in the R-3 District only pursuant to a conditional use permit approved by the City Council; and

WHEREAS, pursuant to Section 13-2-2 of the Subdivision Regulations, the Petitioner filed an application with the City for the approval of a tentative plat to consolidate the Property into one lot of record but later withdrew this request in its entirety; and

WHEREAS, pursuant to Sections 12-3-4 and 12-3-5 of the Zoning Ordinance, the Petitioner filed an application with the City for the approval of: (i) a conditional use permit

to allow the Proposed Use on the Property (***"Proposed Conditional Use Permit"***); and (ii) a preliminary planned unit development plat for the Proposed Development on the Property (***"Proposed Preliminary Plat of PUD"***), including a proposed exception from Section 12-9-7of the Zoning Ordinance to reduce the required amount of off-street parking on the Property from 285 spaces to 241 spaces (***"Proposed PUD Exception"***) (collectively, (i) through (ii) are the ***"Requested Relief"***); and

WHEREAS, the Petitioner's application for the Requested Relief was referred by the Department of Community and Economic Development to the Planning and Zoning Board (***"PZB"***) within 15 days after receipt of the application; and

WHEREAS, within 90 days after the date of the Petitioner's application, a public hearing was held by the PZB on May 12, 2026, pursuant to publication in the *Des Plaines Journal* on April 8, 2026; and

WHEREAS, notice of the public hearing was mailed to all property owners within 300 feet of the Property; and

WHEREAS, during the public hearing, the PZB heard testimony and received evidence with respect to how the Petitioner intended to satisfy and comply with the provisions of the Zoning Ordinance; and

WHEREAS, pursuant to Sections 12-3-4 and 12-3-5 of the Zoning Ordinance, the Board filed a written report with the City Council on May 13, 2026, summarizing the testimony and evidence received by the PZB and stating that, based on a tied vote of the Board, no recommendation to approve of the Requested Relief, subject to staff-recommended conditions was made; and

WHEREAS, the Petitioner made representations to the Board with respect to the Requested Relief, which representations are hereby found by the City Council to be material and upon which the City Council relies in approving the Requested Relief; and

WHEREAS, the City Council has considered the written report of the PZB, the applicable standards set forth in the Zoning Ordinance, and the Community and Economic Development Staff Memorandum dated May 21, 2026, and has determined that it is in the best interest of the City and the public to approve the Requested Relief in accordance with the provisions of this Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1. RECITALS. The recitals set forth above are incorporated herein by reference and made a part hereof, the same constituting the factual basis for the approval of the Requested Relief.

SECTION 2. LEGAL DESCRIPTION OF THE PROPERTY. The Property legally described as:

> PARCEL 1: LOT 5 (EXCEPT THE EAST 17.00 FEET THEREOF) IN TALLANT'S GREEN ACRES, A SUBDIVISION OF LOT 8 IN FREDRICH MEINHAUSEN DIVISION OF LANDS IN SECTIONS 15 AND 16, TOWNSHIP 41 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.
>
> PARCEL 2: THE EAST 17.00 FEET OF LOTS 3 AND 4 IN TALLANT'S GREEN ACRES, A SUBDIVISION OF LOT 8 IN FREDRICH MEINHAUSEN DIVISION OF LANDS IN SECTIONS 15 AND 16, TOWNSHIP 41 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.
>
> PARCEL 3: LOT 6 (EXCEPT THE SOUTH 65 FEET AS MEASURED ALONG THE WEST LINE OF POTTER ROAD AND ALSO EXCEPT THE EAST 17 FEET THEREOF) IN TALLANT'S GREEN ACRES, A SUBDIVISION OF LOT 8 IN FREDERICK MEINSCHAUSEN'S DIVISION OF LAND IN SECTIONS 15 AND 16, TOWNSHIP 41 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.
>
> PARCEL 4: THE SOUTH 65 FEET OF LOT 6 (EXCEPT THE PART TAKEN FOR POTTER ROAD) IN TALLANT'S GREEN ACRES, A SUBDIVISION OF LOT 8 IN FREDERICK MEINSCHAUSEN'S DIVISION OF LAND IN SECTION 15 AND 16, TOWNSHIP 41 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.
>
> Permanent Index Numbers: 09-15-102-015-0000; 09-15-102-013-0000; 09-15-102-014-0000; 09-15-102-041-0000; 09-15-102-042-0000
>
> Commonly known as 240, 260, 280, and 310 Potter Road, Des Plaines, Illinois 60016

SECTION 3. MEMORIALIZATION OF INTENT TO REPEAL PREVIOUSLY APPROVED FINAL PLAT OF PUD. It is the intent of the City Council to repeal and replace

the previously approved final plat of planned unit development approved per Ordinance No. Z-02-17 upon the approval of the ordinance approving a final plat of planned unit development plan for the Proposed Development; provided, however, that the map amendment approved pursuant to Ordinance Z-13-16 will remain in full force and effect.

SECTION 4. APPROVAL OF PROPOSED PRELIMINARY PLAT OF PUD.

A. Approval of the Proposed Preliminary Plat of PUD. Subject to and contingent upon the conditions set forth in this Ordinance, and pursuant to Section 12-3-5 of the Zoning Ordinance, the City Council hereby approves the Proposed Preliminary Plat of PUD for the Property, which consists of the following plans and documents (***"Preliminary PUD Documents"***):

1. The Development Concept Plan, consisting of two sheets, prepared by Norman J. Toberman & Associates, LLC, and with a latest revision date of April 22, 2026 a copy of which is attached to and made a part of this Ordinance as **Exhibit A**; and

2. The Site and Architectural Plans, consisting of nine sheets, prepared by Group A Architecture, and with a latest revision date of May 7, 2026 a copy of which is attached to and made a part of this Ordinance as **Exhibit B**;

3. The Preliminary Engineering Plans, consisting of five sheets, prepared by Norman J. Toberman & Associates, LLC. and with a latest revision date of May 5, 2026, a copy of which is attached to and made a part of this Ordinance as **Exhibit C**; and

4. The Preliminary Landscape Plan with Tree Prevention Plan, consisting of two sheets, prepared by Group A Architecture, and with a latest revision date of May 4, 2026, a copy of which is attached to and made a part of this Ordinance as **Exhibit D**.

B. Acknowledgment of Request for the Proposed PUD Exception. The City Council hereby acknowledges that pursuant to Section 12-3-5.C of the Zoning Ordinance, Petitioner has

requested, and the Proposed Preliminary Plat of PUD contemplates, the Proposed PUD Exception. At the time of consideration of a proposed final plat of planned unit development (***"Final Plat of PUD"***) for the Property, the City Council will consider approval the Proposed PUD Exception.

SECTION 5. SUBMISSION OF FINAL PLAT OF PUD. Pursuant to and in accordance with Section 12-3-5.D.3 of the Zoning Ordinance, the adoption of this Ordinance authorizes the Petitioner to submit a Final Plat of PUD for the Property to the City.

SECTION 6. APPROVAL OF PROPOSED CONDITIONAL USE PERMIT. Pursuant to Section 12-3-4 of the Zoning Ordinance, and subject to and contingent upon the conditions, restrictions, limitations and provisions of this Ordinance, the City Council grants the Petitioner the Proposed Conditional Use Permit to allow the operation of the Proposed Use on the Property. The Conditional Use Permit granted by this Ordinance is consistent with and equivalent to a "special use" as referenced in Section 11-13-25 of the Illinois Municipal Code, 65 ILCS 5/11-13-25.

SECTION 7. EFFECT OF APPROVAL OF CONDITIONAL USE PERMIT AND PROPOSED PRELIMINARY PLAT OF PUD. Pursuant to Section 12-3-5.D.3 of the Zoning Ordinance, the approval of the Requested Relief for the Property, as provided in Sections 3 and 4 of this Ordinance, will not be deemed or interpreted as authorizing or entitling the Proposed Development, the Proposed Use, or the improvement of the Property in any manner whatsoever unless and until the City Council approves, by ordinance or resolution duly adopted, as the case may be: (i) a conditional use permit for a planned unit development for the Property, pursuant to Section 12-3-5.D.5 of the Zoning Ordinance. Nothing herein will be deemed or interpreted as obligating or requiring the City Council to approve a conditional use permit for a planned unit development. Further, the City Council has no obligation to consider or approve a conditional use

permit for a planned unit development unless and until the Petitioner complies with the applicable procedures for the review and approval of a Final Plat of PUD for the Property, as set forth in Section 12-3-5.D.5 of the Zoning Ordinance.

SECTION 8. CONDITIONS OF APPROVAL. The approvals granted in Sections 4 and 6 of this Ordinance are expressly subject to and contingent upon compliance by the Petitioner with each and all of the following conditions, all at the sole cost and expense of the Petitioner:

A. All proposed improvements and modifications to the Property shall be constructed in full compliance with all applicable codes and ordinances. Drawings and plans may have to be modified to comply with current codes and ordinances.

B. All governing documents for the construction and ongoing operation of the Proposed Development including but not limited to any development agreements, covenants, conditions, and restrictions, or any operating reciprocal easement agreements must be submitted to and approved by the City Attorney prior to the recording of the Final Plat of PUD.

C. Additional conditions:

1. Refuse pickup on the Property must occur after 9 a.m.

2. The Petitioner shall utilize parking management personnel before and after events with more than 100 attendees on the Property and provide training to all personnel deployed for this purpose.

3. Neither the Church Building nor the Proposed Multi-Purpose Building may be leased to third parties for any uses unaffiliated with the principal residentially zoned assembly use.

4. Events held on the Property on Thursdays must start before 4pm or after 6:30pm to avoid peak traffic hours.

5. The existing Church Building and proposed Multi-Purpose Building will not be occupied simultaneously at any time other than Sundays from 10am to 1:30pm when the Multi-Purpose Building may be used for Teen & Youths Worship and other ancillary uses including kitchen operations concurrently with use of the Church Building. Use of the Church Building and Multi-Purpose Building will be coordinated to ensure that such use does not exceed the approved parking capacity.

SECTION 9. TIME PERIOD FOR SUBMISSION OF FINAL PLAT OF PUD AND FINAL PLAT OF SUBDIVISION. Pursuant to and in accordance with Section 12-3-5.D.3 of the Zoning Ordinance, the Petitioner must submit for review by the City a Final Plat of PUD for the Property no later than the date that is 12 months after the effective date of this Ordinance.

SECTION 10. EFFECTIVE DATE. This Ordinance shall be in full force and effect upon its passage and publication in pamphlet form in the manner required by law.

SECTION 11. SEVERABILITY. If any paragraph, section, clause or provision of this Ordinance is held invalid, the remainder shall continue in full force and effect without affecting the validity of the remaining portions of the Ordinance.

[SIGNATURE PAGE FOLLOWS]

PASSED this__day of_____, 2026.

APPROVED this_____day of_____ 2026.

VOTE: AYES_____NAYS _____ABSENT _____

_____

MAYOR

ATTEST:

_____

CITY CLERK

Published in pamphlet form this
_____ day of_____, 2026.

Approved as to form:

_____ _____

CITY CLERK Peter M. Friedman, General Counsel

0 20 40 80

SCALE : 1"= 40'

Lot 14 | Lot 2 | 289 GOOD COURT PIN: 09-15-102-057-0000 RESIDENCE ON LOT | Meadow Lake Subdivision Document No. 26821199 | Lot 3 | 285 GOOD COURT PIN: 09-15-102-058-0000 RESIDENCE ON LOT | PRESENTLY ZONED R-1 | 271 GOOD AVE PIN: 09-15-102-004-0000 PRESENTLY VACANT | Lot 17 Tallant's Green Acres Document No. 9636359 | 251 GOOD AVE PIN: 09-15-102-044-0000 RESIDENCE ON LOT | Lot 18 | 241 GOOD AVE PIN: 09-15-102-060-0000 RESIDENCE ON LOT | Lot 19

PROPOSED 10' PUBLIC UTILITIES EASEMENT

530.93

PROPOSED 5' PUBLIC UTILITIES EASEMENT

PROPOSED 5' BUILDING SETBACK LINE

87°11'47"

92°47'41"

281.95

282.21

Lot 2 — 328 POTTER ROAD PIN: 09-15-102-062-0000 PRESENTLY VACANT — Frana's Resubdivision Document No. 88193082

Lot 6 — Hickey's Resubdivision Document No. 25226111

PRESENTLY ZONED R-1

PROPOSED BUILDING
FF-635.75
TF-635.75

Second Floor Emergency Exit | First Floor Emergency Exit | Roof Peaks | Roof Valley

PRESENTLY ZONED R-3

EXISTING CHURCH
240 POTTER ROAD
PIN: 09-15-102-014-0000
F.F.- 637.38
T.F.- 636.18

Proposed Lot 1
(149,581 square feet)

EXIST. BIT. PAVEMENT | EXIST. BIT. DRIVE | EXIST. BIT. PAVEMENT

HW 632.60

UNDERGROUND VAULT LIMITS

EXIST. SUMP PUMP | EXIST. ELEVATOR PUMP | EXIST. GAS METER | ELECTRICAL PANEL IN BASEMENT | EXIST. ELECTRIC METER | EXIST. WOOD HANDICAP ACCESS RAMP | EXIST. FRAME GARAGE TF-633.51

EXIST. 1 STORY BRICK RESIDENCE #230 PIN: 09-15-102-055-0000 FF-637.70 TF-636.65

#310 Potter Rd.
Ex. 2-Story SFR
T/Fnd.-636.93
Fin. Flr.-637.97

Exist. 1-Car Garage Garf.-636.98 T/Fnd.-636.98

Existing Garage #328 Potter Rd.

Exist. Conc. Patio | Existing Wood Fence | Ex. Conc. Walk | Existing Concrete | Existing Concrete Driveway

637.95

87°10'35"

ADDITION TOP OF FOUNDATION 636.18

SUMP DISCHARGE INTO GROUND (INACTIVE) | BASEMENT ENTRY

PROPOSED 25' BUILDING SETBACK LINE

530.90

PROPOSED 5' PUBLIC UTILITIES EASEMENT

Existing Iron Fence Swinging Gate | Sliding Gate | ROW | concrete walk | BRICK SIGN

Existing Driveway | Existing Concrete Apron | Existing Asphalt Driveway

POTTER ROAD

POTTER ROAD

PROJECT BENCH MARK ELEV. 636.23
NW FLANGE BOLT OF FIRE HYDRANT

PROJECT BENCH MARK ELEV. 637.19
NE FLANGE BOLT OF FIRE HYDRANT

PROJECT BENCH MARK ELEV. 637.93
NE FLANGE BOLT OF FIRE HYDRANT

Existing Driveway | Existing Driveway | Existing Driveway | Existing Driveway

EXISTING PARKING DATA:

REGULAR PARKING STALLS:	226
ADA ACCESSIBLE STALLS:	7
TOTAL PARKING STALLS:	233

CALL JULIE TOLL FREE 811 or 1-800-892-0123 - IL ONLY - CALL 48 HOURS BEFORE YOU DIG!

No.	DATE	REVISION
-	10/10/25	FOR VILLAGE REVIEW
1	03/30/26	REVISED SITE LAYOUT
2	04/22/26	REVISED PER CITY REVIEW COMMENTS

NORMAN J. TOBERMAN & ASSOCIATES, LLC
CIVIL ENGINEERS & SURVEYORS
115 S. Wilke Road, Suite 301, Arlington Heights, IL 60005
p.: (847) 590-8220 f.: (847) 590-8284
mail@tobermanus
IL Design Firm: 184.005910
Expires: 4-30-2027

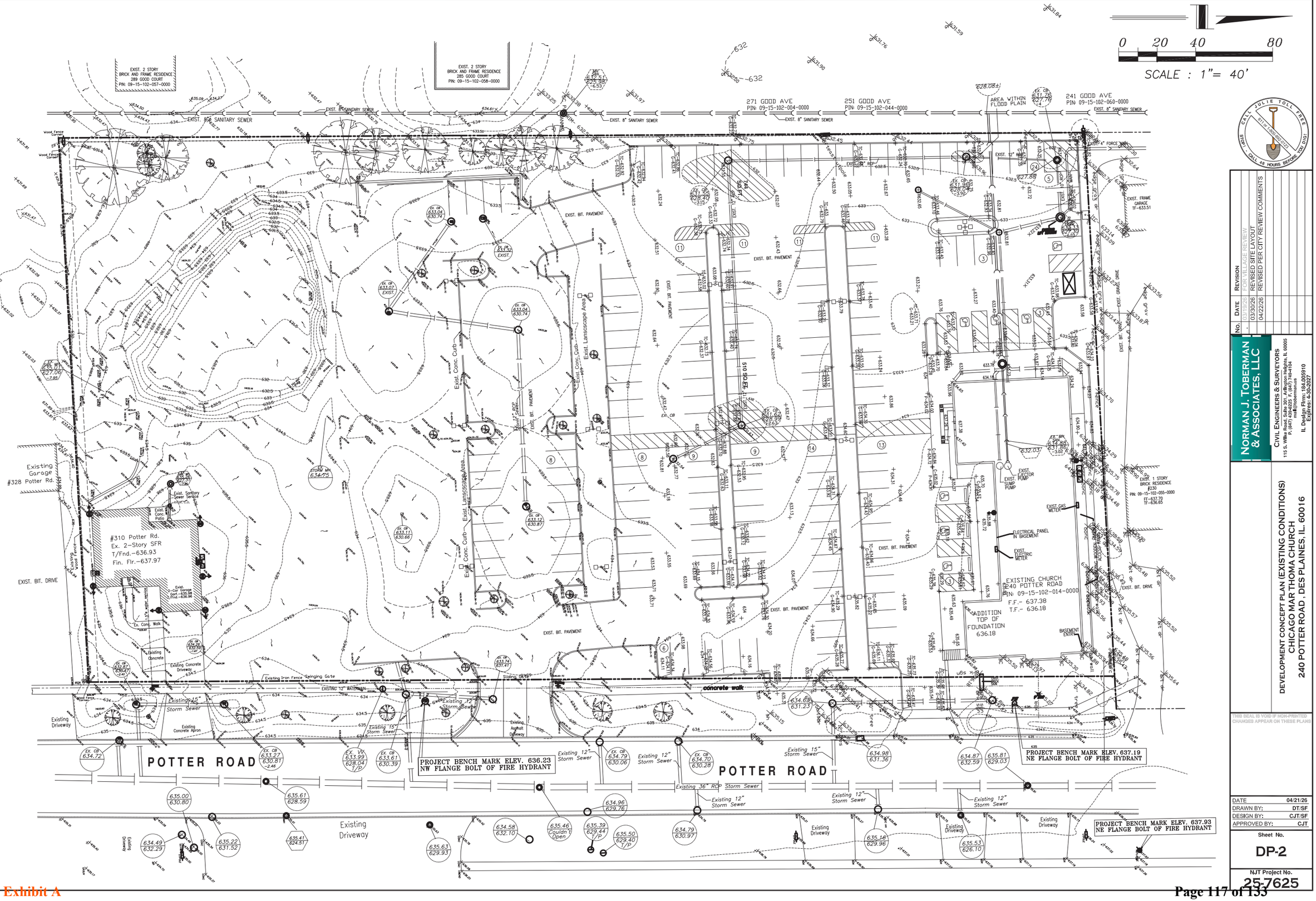
DEVELOPMENT CONCEPT PLAN
CHICAGO MAR THOMA CHURCH
240 POTTER ROAD, DES PLAINES, IL. 60016

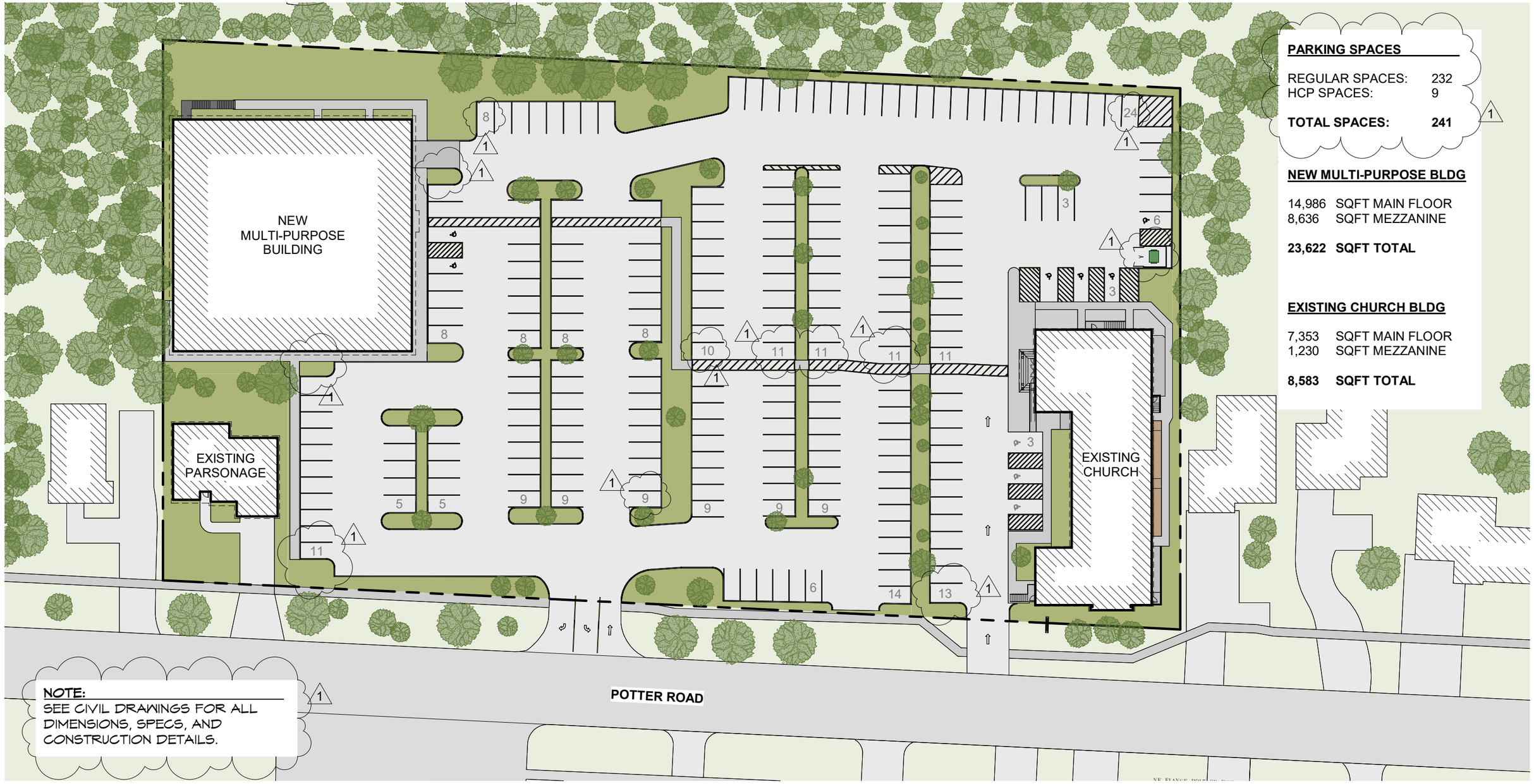
THIS SEAL IS VOID IF NON-PRINTED CHANGES APPEAR ON THESE PLANS

DATE	04/21/26
DRAWN BY:	DT/SF
DESIGN BY:	CJT/SF
APPROVED BY:	CJT

Sheet No.
DP-1

NJT Project No.
25.7625


0 20 40 80
SCALE : 1"= 40'
EXIST. 2 STORY BRICK AND FRAME RESIDENCE 289 GOOD COURT PIN: 09-15-102-057-0000
EXIST. 2 STORY BRICK AND FRAME RESIDENCE 285 GOOD COURT PIN: 09-15-102-058-0000
271 GOOD AVE PIN: 09-15-102-004-0000
251 GOOD AVE PIN: 09-15-102-044-0000
241 GOOD AVE PIN: 09-15-102-060-0000
AREA WITHIN FLOOD PLAIN
EXIST. 8" SANITARY SEWER
EXIST. 8" FORCE MAIN
EXIST. BIT. PAVEMENT
EXIST. FRAME GARAGE TF=633.51
EXIST. BIT. DRIVE
#310 Potter Rd.
Ex. 2-Story SFR
T/Fnd.-636.93
Fin. Flr.-637.97
Existing Garage #328 Potter Rd.
Exist. Sanitary Sewer Service
Exist. Conc. Patio
Exist. Conc. Garage Fin. Flr.-635.98 T/Fnd.-636.98
Ex. Conc. Walk
Existing Concrete
Existing Concrete Driveway
Existing Iron Fence
Swinging Gate
EXISTING 12" WATERMAIN
Existing 15" Storm Sewer
Existing 12" Storm Sewer
Existing 15" Storm Sewer
Existing Concrete Apron
Existing Asphalt Driveway
Existing Driveway
Existing Wood Fence
Existing Lanscscape Area
Exist. Conc. Curb
Exist. Conc. Curb
Existing 12" Storm Sewer
Existing 12" Storm Sewer
Existing 36" RCP Storm Sewer
Existing 12" Storm Sewer
Existing 15" Storm Sewer
Existing 12" Storm Sewer
Existing 12" Storm Sewer
Existing Driveway
Existing Driveway
Existing Driveway



GROUP A architecture

A Professional Corporation
License No. 184.009349-0001

1100 Landmeier Rd. Suite 202
Elk Grove Village, IL, 60007

Phone: 847.952.1100
Web: www.groupaarch.com

PROPOSED SITE PLAN

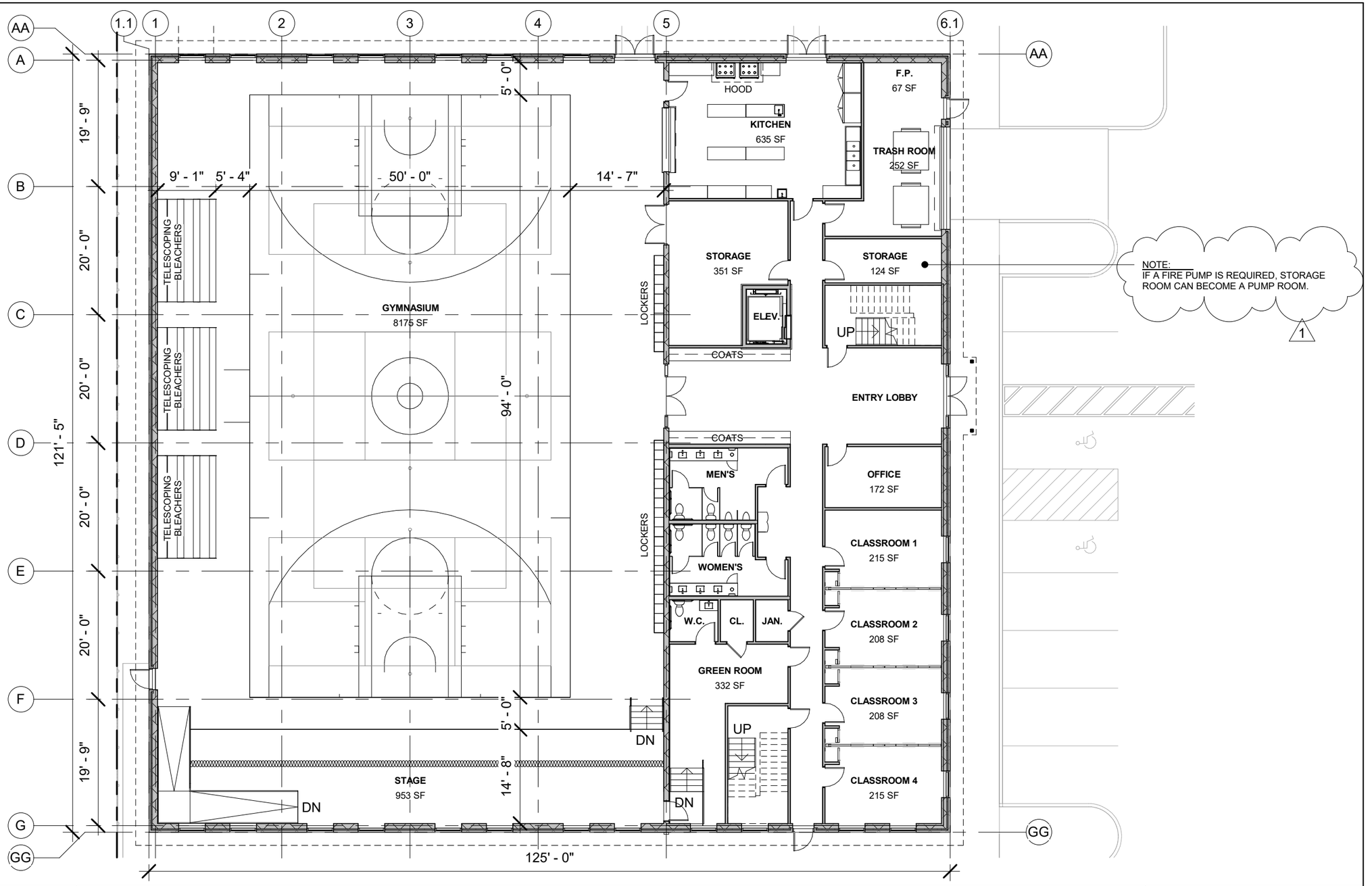
1" = 50'-0"

CMTC - MULTI-PURPOSE BLDG

240 POTTER RD, DES PLAINES, IL 60016

JOB NUMBER: 24057
DATE: 05/07/2026

D101



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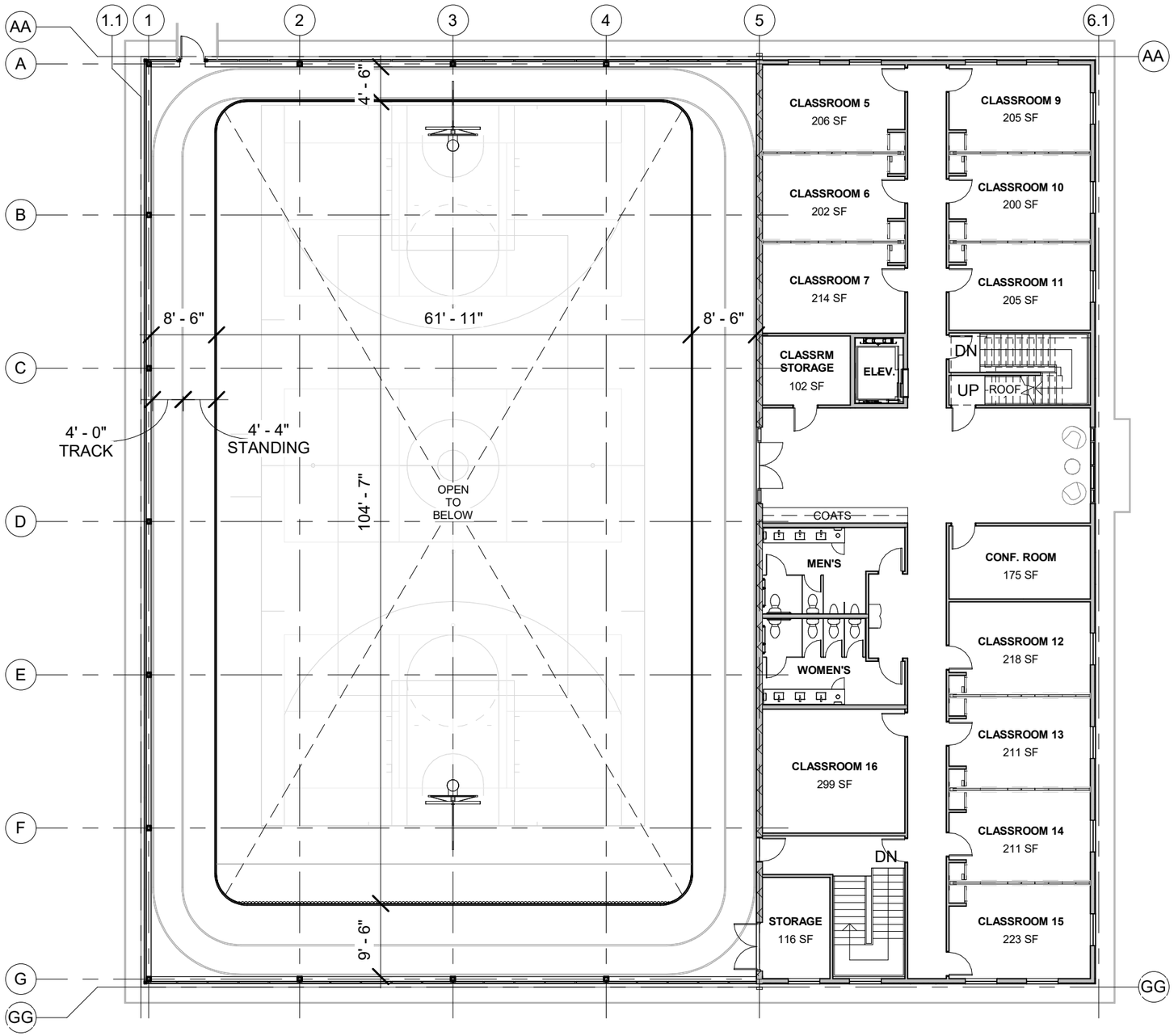
PROPOSED FIRST FLOOR PLAN — **1/16" = 1'-0"**

CMTC - MULTI-PURPOSE BLDG

240 POTTER RD, DES PLAINES, IL 60016

JOB NUMBER: 24057
DATE: 05/07/2026

D102



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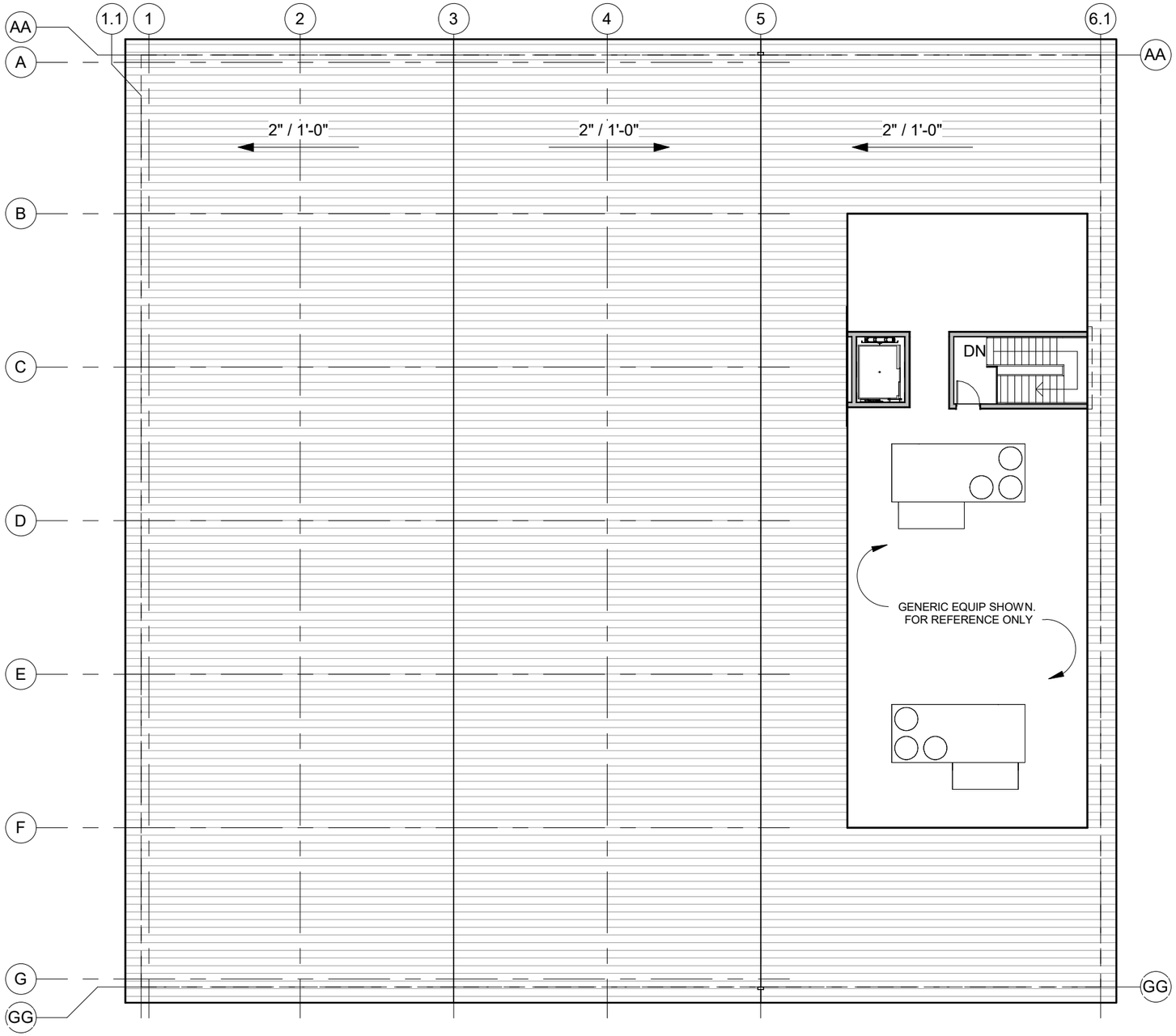
PROPOSED SECOND FLOOR PLAN — **1/16" = 1'-0"**

CMTC - MULTI-PURPOSE BLDG

240 POTTER RD, DES PLAINES, IL 60016

JOB NUMBER: 24057
DATE: 05/07/2026

D103



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PROPOSED ROOF PLAN

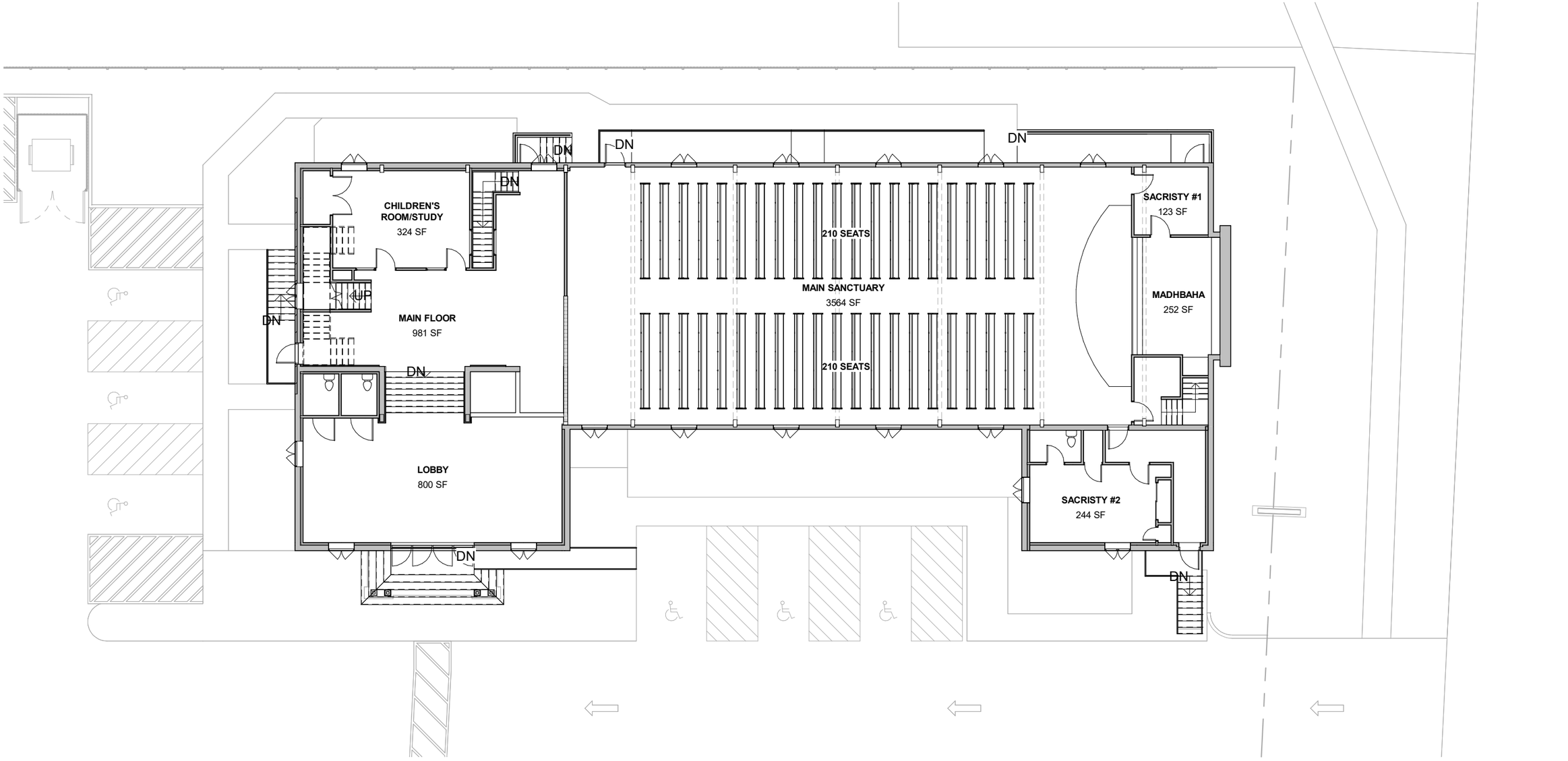
1/16" = 1'-0"

CMTC - MULTI-PURPOSE BLDG

240 POTTER RD, DES PLAINES, IL 60016

JOB NUMBER:	24057
DATE:	05/07/2026

D104



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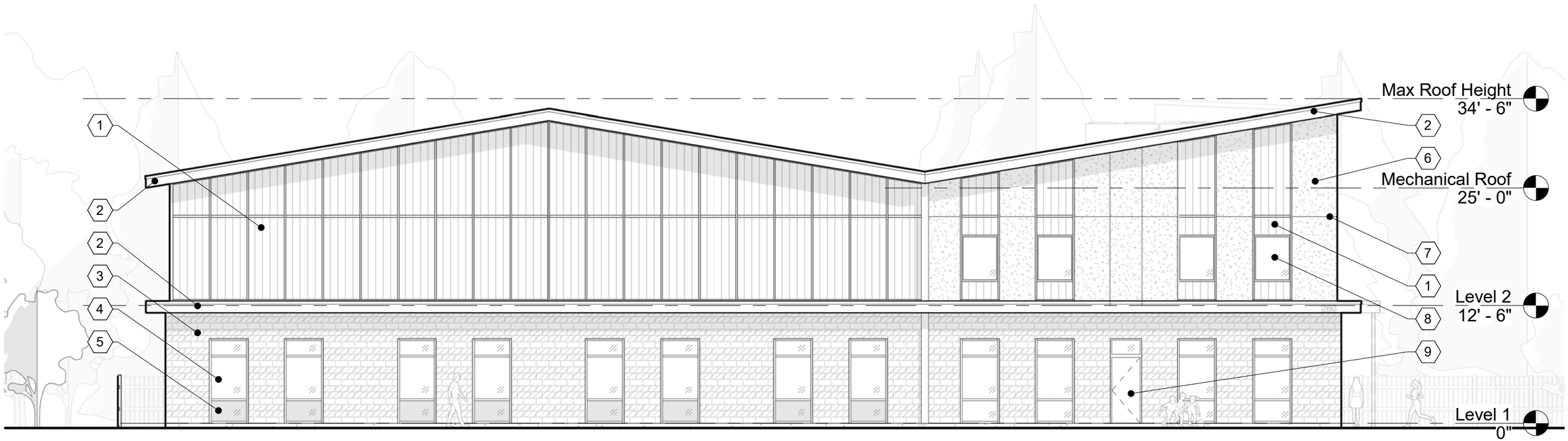
EXISTING CHURCH FIRST FLOOR PLAN — **1/16" = 1'-0"**

CHICAGO MAR THOMA CHURCH

240 POTTER ROAD, DES PLAINES, IL 60016

JOB NUMBER: 24057
DATE: 05/05/2026

D105



1. KALWALL. HIGH-PERFORMANCE TRANSLUCENT WALL SYSTEM. FIBERGLASS SANDWICH PANELS AND ALUMINUM MULLIONS.
2. PREFINISHED ANODIZED ALUMINUM FASCIA
3. MASONRY TO MATCH EXISTING CHURCH. PATTERN OF TWO (2) COURSES SPLIT FACE, ONE (1) COURSE GLAZED WHITE
4. ALUMINUM WINDOW WALL SYSTEM. CLEAR GLAZING.
5. ALUMINUM WINDOW WALL SYSTEM. TRANSOM GLAZING
6. STUCCO
7. CONTROL JOINT, FRY-REGLET ANODIZED BLACK
8. CLEAR IGU WITHIN KALWALL WINDOW WALL SYSTEM.
9. HOLLOW METAL DOOR WITH CLEAR GLASS TRANSOM
10. HOLLOW METAL DOOR
11. STANDING SEAM METAL ROOF
12. INSULATED OVERHEAD DOOR
13. ALUMINUM STOREFRONT ENTRY DOOR

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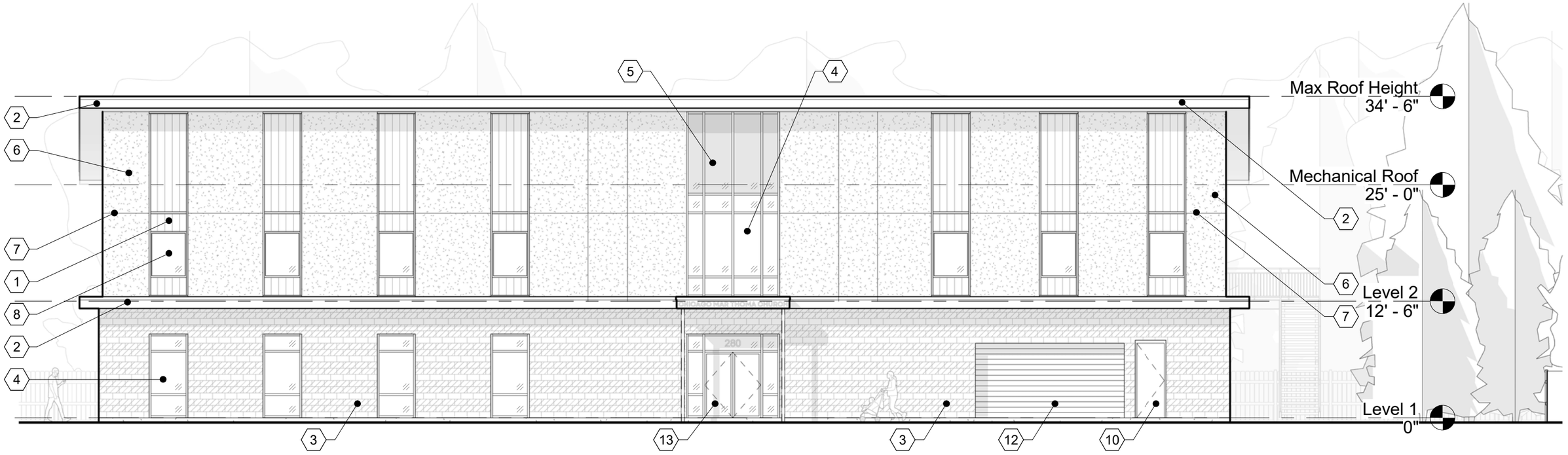
PROPOSED EAST ELEVATION **3/32" = 1'-0"**

CMTC - MULTI-PURPOSE BLDG

240 POTTER RD, DES PLAINES, IL 60016

JOB NUMBER: 24057
DATE: 05/07/2026

D201



1. KALWALL. HIGH-PERFORMANCE TRANSLUCENT WALL SYSTEM. FIBERGLASS SANDWICH PANELS AND ALUMINUM MULLIONS.
2. PREFINISHED ANODIZED ALUMINUM FASCIA
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5. ALUMINUM WINDOW WALL SYSTEM. TRANSOM GLAZING
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10. HOLLOW METAL DOOR
11. STANDING SEAM METAL ROOF
12. INSULATED OVERHEAD DOOR
13. ALUMINUM STOREFRONT ENTRY DOOR

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Elk Grove Village, IL, 60007

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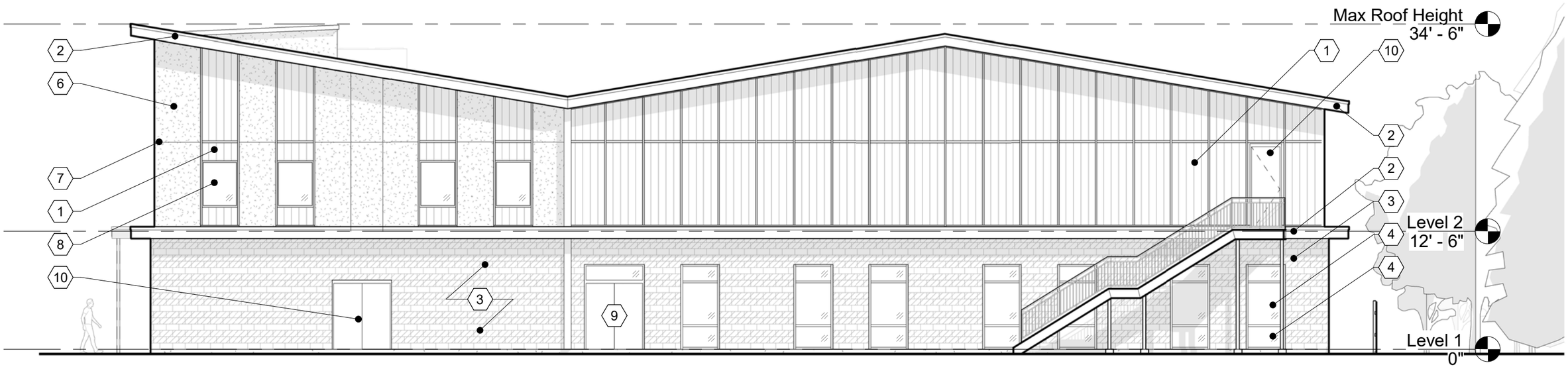
PROPOSED NORTH ELEVATION **3/32" = 1'-0"**

CMTC - MULTI-PURPOSE BLDG

240 POTTER RD, DES PLAINES, IL 60016

JOB NUMBER: 24057
DATE: 05/07/2026

D202



1. KALWALL. HIGH-PERFORMANCE TRANSLUCENT WALL SYSTEM. FIBERGLASS SANDWICH PANELS AND ALUMINUM MULLIONS.
2. PREFINISHED ANODIZED ALUMINUM FASCIA
3. MASONRY TO MATCH EXISTING CHURCH. PATTERN OF TWO (2) COURSES SPLIT FACE, ONE (1) COURSE GLAZED WHITE
4. ALUMINUM WINDOW WALL SYSTEM. CLEAR GLAZING.
5. ALUMINUM WINDOW WALL SYSTEM. TRANSOM GLAZING
6. STUCCO
7. CONTROL JOINT, FRY-REGLET ANODIZED BLACK
8. CLEAR IGU WITHIN KALWALL WINDOW WALL SYSTEM.
9. HOLLOW METAL DOOR WITH CLEAR GLASS TRANSOM
10. HOLLOW METAL DOOR
11. STANDING SEAM METAL ROOF
12. INSULATED OVERHEAD DOOR
13. ALUMINUM STOREFRONT ENTRY DOOR

GROUP A architecture

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License No. 184.009349-0001

1100 Landmeier Rd. Suite 202
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Phone: 847.952.1100
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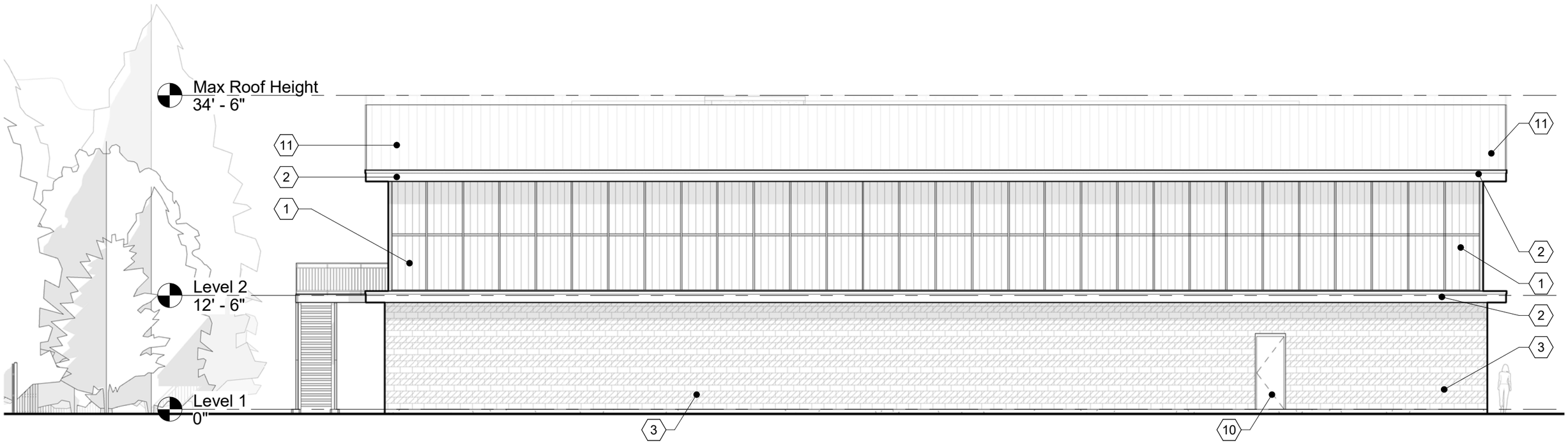
PROPOSED WEST ELEVATION **3/32" = 1'-0"**

CMTC - MULTI-PURPOSE BLDG

240 POTTER RD, DES PLAINES, IL 60016

JOB NUMBER: 24057
DATE: 05/07/2026

D203



1. KALWALL. HIGH-PERFORMANCE TRANSLUCENT WALL SYSTEM. FIBERGLASS SANDWICH PANELS AND ALUMINUM MULLIONS.
2. PREFINISHED ANODIZED ALUMINUM FASCIA
3. MASONRY TO MATCH EXISTING CHURCH. PATTERN OF TWO (2) COURSES SPLIT FACE, ONE (1) COURSE GLAZED WHITE
4. ALUMINUM WINDOW WALL SYSTEM. CLEAR GLAZING.
5. ALUMINUM WINDOW WALL SYSTEM. TRANSOM GLAZING
6. STUCCO
7. CONTROL JOINT, FRY-REGLET ANODIZED BLACK
8. CLEAR IGU WITHIN KALWALL WINDOW WALL SYSTEM.
9. HOLLOW METAL DOOR WITH CLEAR GLASS TRANSOM
10. HOLLOW METAL DOOR
11. STANDING SEAM METAL ROOF
12. INSULATED OVERHEAD DOOR
13. ALUMINUM STOREFRONT ENTRY DOOR

GROUP A architecture

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License No. 184.009349-0001

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Elk Grove Village, IL, 60007

Phone: 847.952.1100
Web: www.groupaarch.com

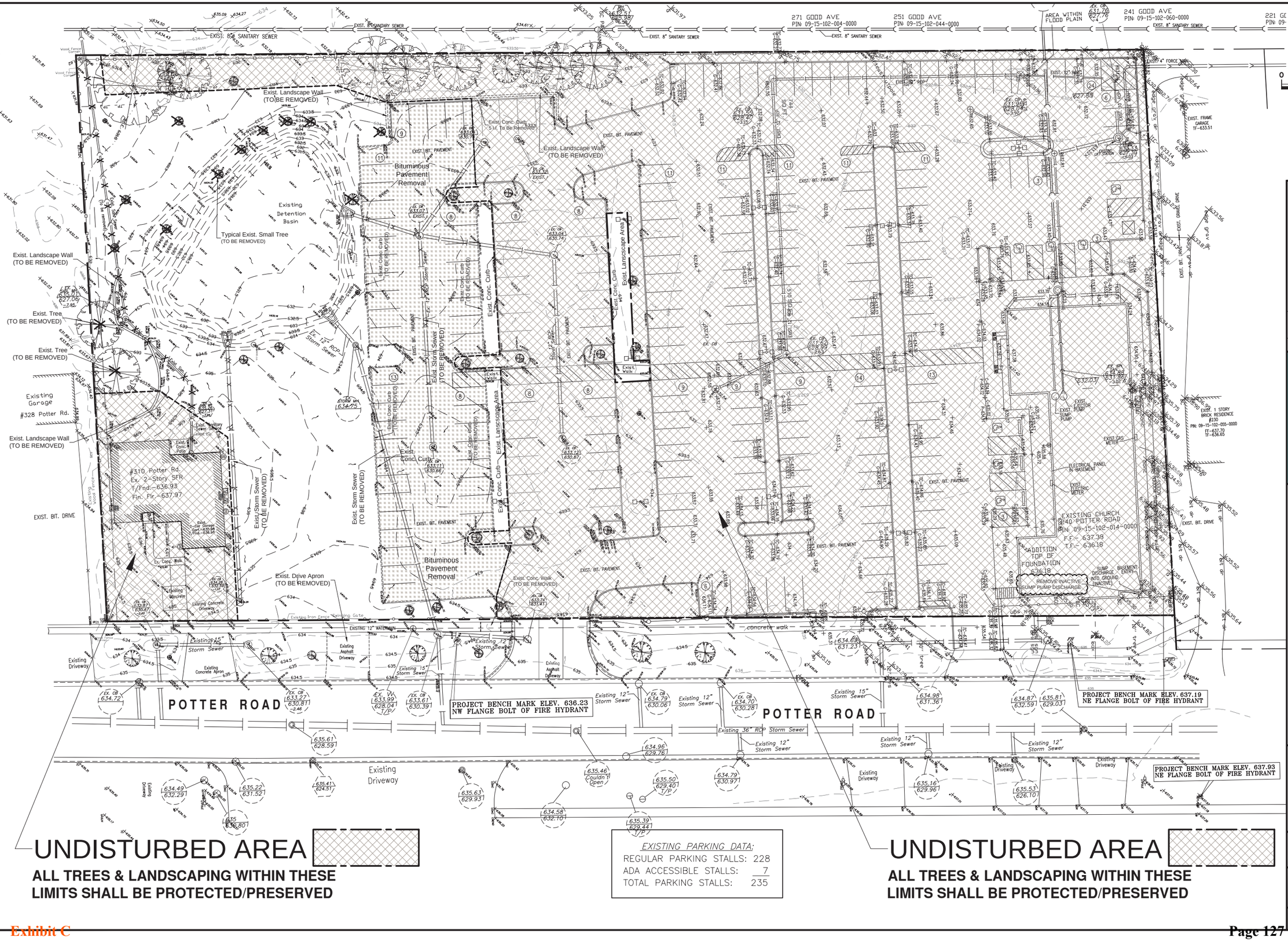
PROPOSED SOUTH ELEVATION **3/32" = 1'-0"**

CMTC - MULTI-PURPOSE BLDG

240 POTTER RD, DES PLAINES, IL 60016

JOB NUMBER: 24057
DATE: 05/07/2026

D204



No.	DATE	REVISION
.	07/10/26	FOR VILLAGE REVIEW
.	09/30/26	REVISED SITE LAYOUT
.	05/05/26	PER VILLAGE COMMENTS

NORMAN J. TOBERMAN & ASSOCIATES, LLC
CIVIL ENGINEERS & SURVEYORS
115 S. Wilke Road, Suite 301, Arlington Heights, IL 60005
P. (847) 749-4104 F. (847) 749-4105
mail@toberman.us
IL Design Firm: 184.005910
Expires: 4-30-2027

EXISTING TOPOGRAPHY

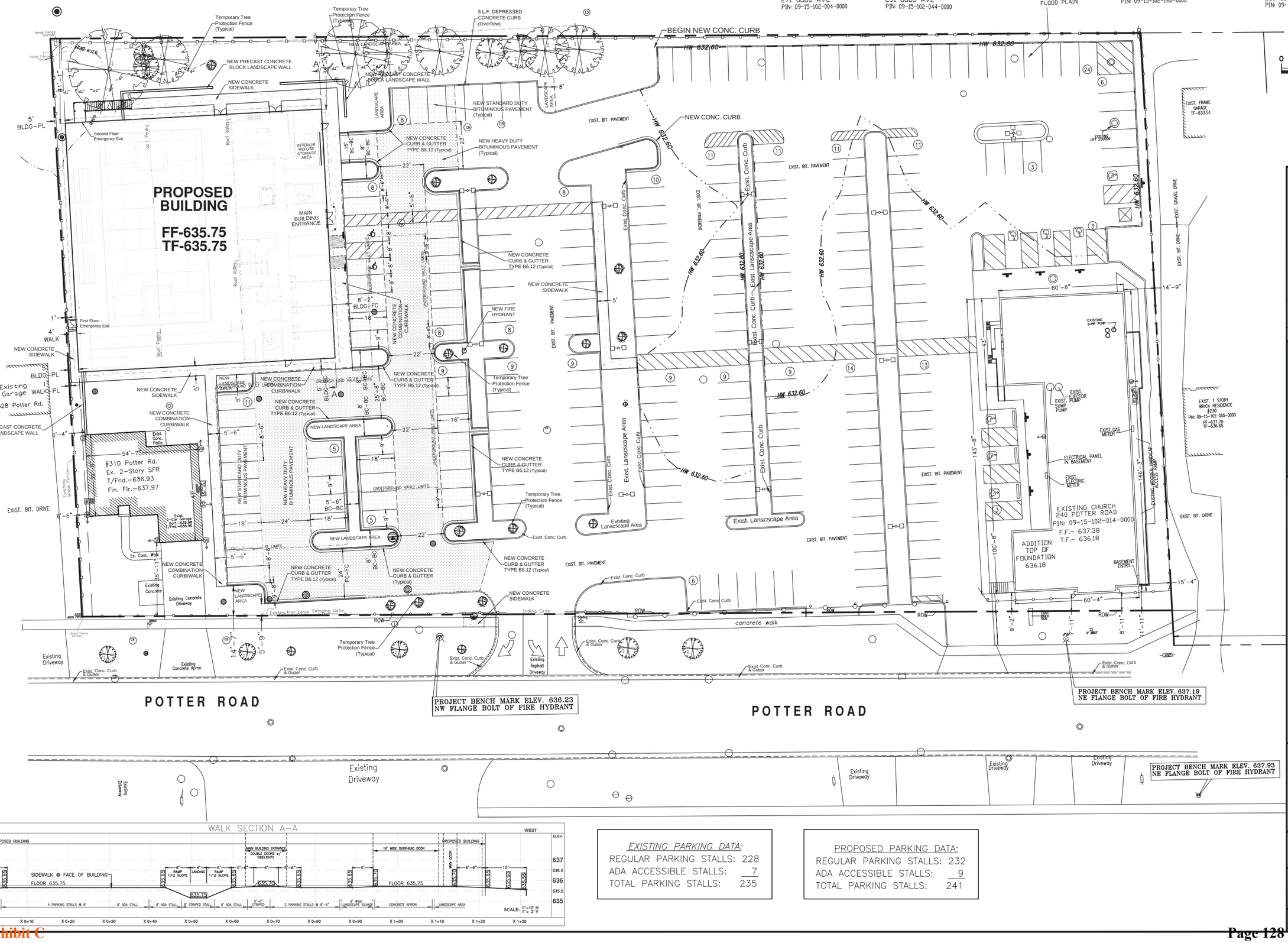
PROPOSED BUILDING
CHICAGO MAR THOMA CHURCH
240 POTTER ROAD , DES PLAINES, IL. 60016

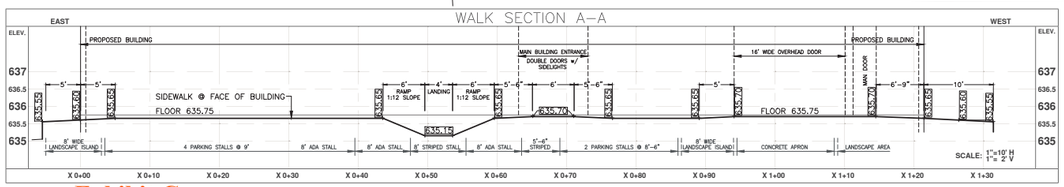
THIS SEAL IS VOID IF NON-PRINTED CHANGES APPEAR ON THESE PLANS

DATE	06/10/25
DRAWN BY:	DT/SF
DESIGN BY:	CJT/SF
APPROVED BY:	CJT

Sheet No.
P-1

NJT Project No.
25-7625





EXISTING PARKING DATA:

REGULAR PARKING STALLS: 228
ADA ACCESSIBLE STALLS: 7
TOTAL PARKING STALLS: 235

PROPOSED PARKING DATA:

REGULAR PARKING STALLS: 232
ADA ACCESSIBLE STALLS: 9
TOTAL PARKING STALLS: 241

No.	DATE	REVISION
.	02/19/26	FOR VILLAGE REVIEW
.	03/30/26	REVISED SITE LAYOUT
.	05/05/26	PER VILLAGE COMMENTS

NORMAN J. TOBERMAN & ASSOCIATES, LLC
CIVIL ENGINEERS & SURVEYORS
115 S. Wilke Road, Suite 301, Arlington Heights, IL 60005
P: (847) 749-4104 F: (847) 749-4105
mail@toberman.us
IL Design Firm: 184.005910
Expires: 4-30-2027

PRELIMINARY SITE PLAN

PROPOSED BUILDING
CHICAGO MAR THOMA CHURCH
240 POTTER ROAD, DES PLAINES, IL 60016

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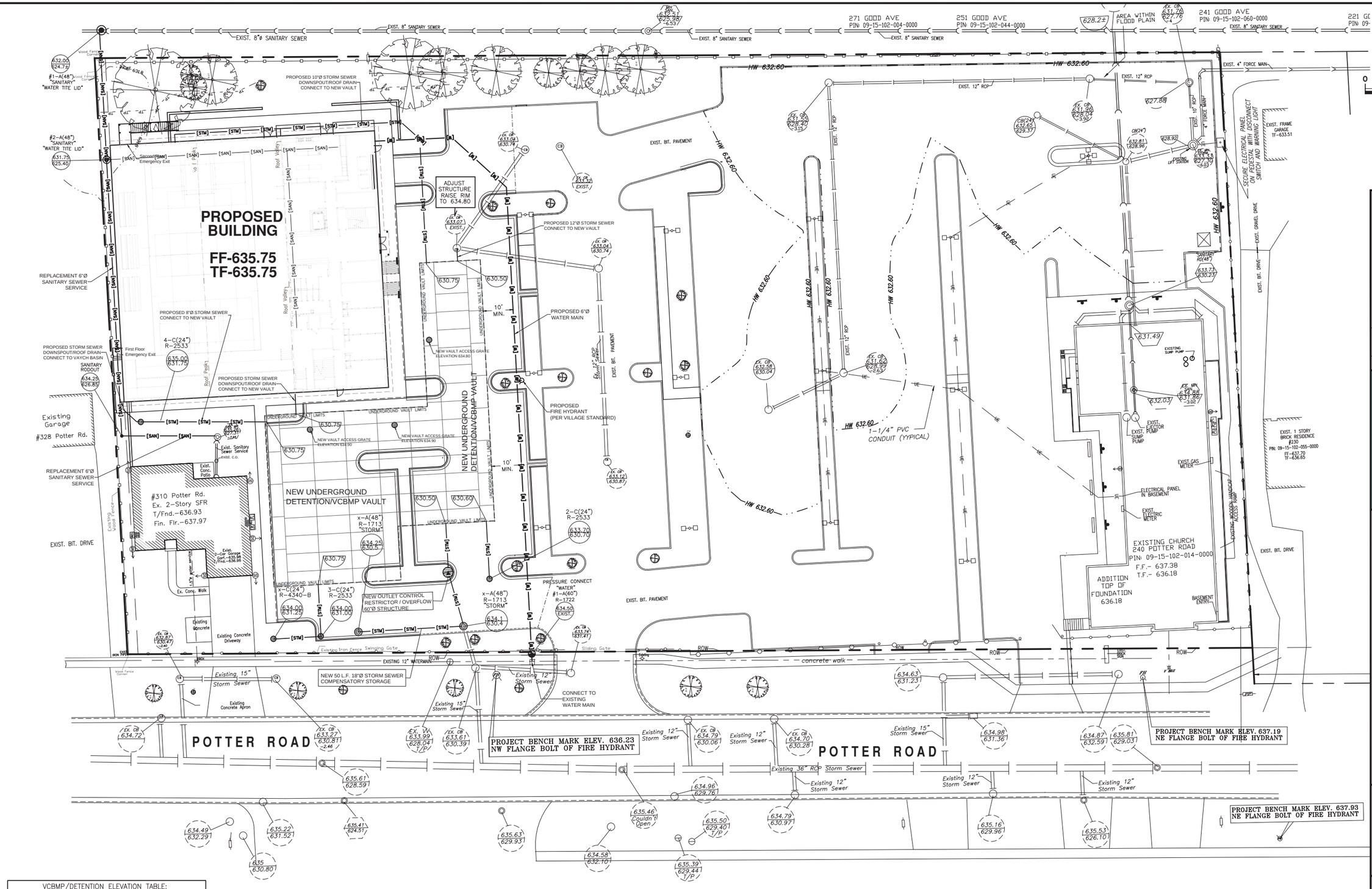
DESIGN BY:	CJT/SF
APPROVED BY:	CJT

Sheet No.
P-2

NJT Project No.
25-7625



VCBMP/DETENTION ELEVATION TABLE:
MAXIMUM PAVEMENT ELEVATION– 635.00
MINIMUM PAVEMENT ELEVATION– 634.75
TOP OUTSIDE of VAULT– 634.00
TOP INSIDE of VAULT– 633.50
DESIGN 100 YR. HIGH WATER ELEVATION– 633.50
TOP of SLAB– 630.50
BOTTOM of SLAB– 630.00
AGGREGATE BASE– 629.50

No.	DATE	REVISION
.	07/10/26	PER VILLAGE REVIEW
.	08/30/26	REVISED SITE LAYOUT
.	05/05/26	PER VILLAGE COMMENTS

NORMAN J. TOBERMAN & ASSOCIATES, LLC
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PRELIMINARY UTILITY PLAN

PROPOSED BUILDING
CHICAGO MAR THOMA CHURCH
240 POTTER ROAD, DES PLAINES, IL. 60016

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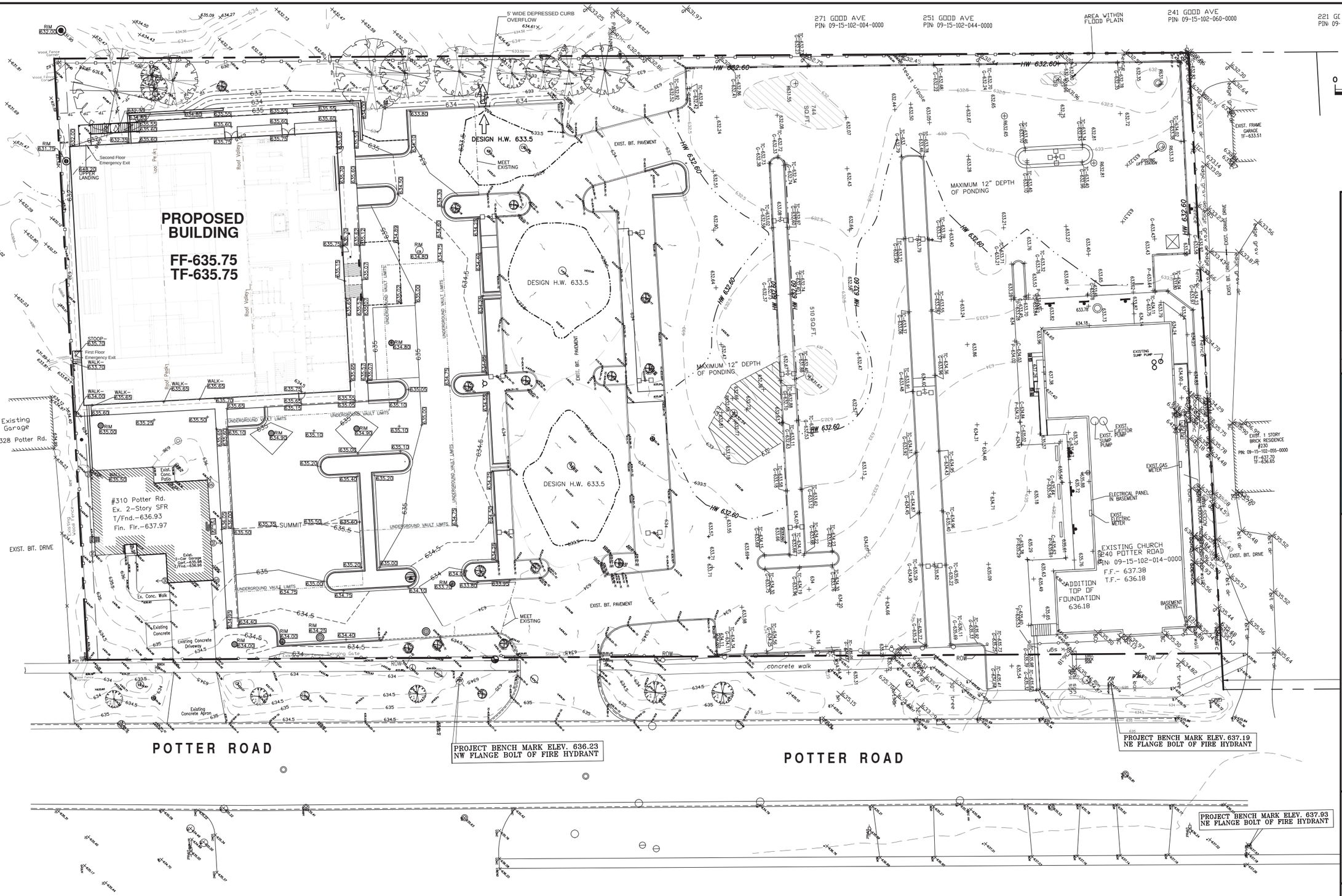
DATE	06/10/25
DRAWN BY:	DT/SF
DESIGN BY:	CJT/SF
APPROVED BY:	CJT

Sheet No.
P-3

NJT Project No.
25-7625



No.	DATE	REVISION
.	07/10/25	FOR VILLAGE REVIEW
.	03/30/26	REVISED SITE LAYOUT
.	05/05/26	PER VILLAGE COMMENTS

NORMAN J. TOBERMAN & ASSOCIATES, LLC
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mail@toberman.us
IL Design Firm: 184.005910
Expires: 4-30-2027

PRELIMINARY GRADING PLAN

PROPOSED BUILDING
CHICAGO MAR THOMA CHURCH
240 POTTER ROAD, DES PLAINES, IL 60016

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DATE	06/10/25
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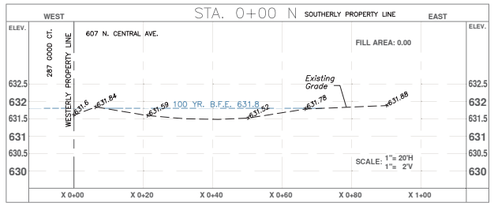
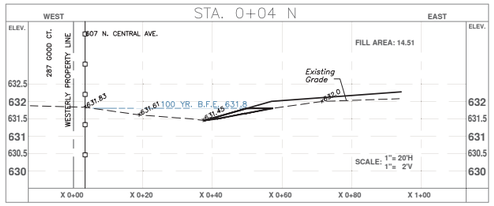
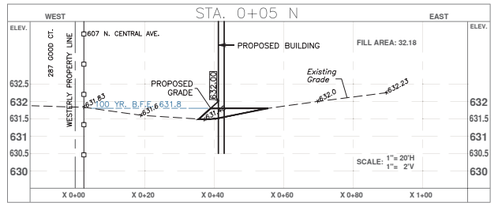
APPROVED BY:	CJT

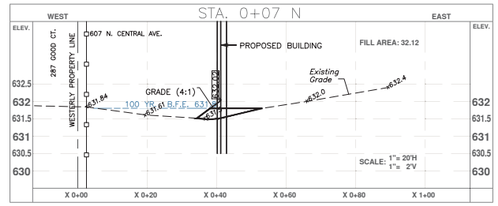
Sheet No.
P-4

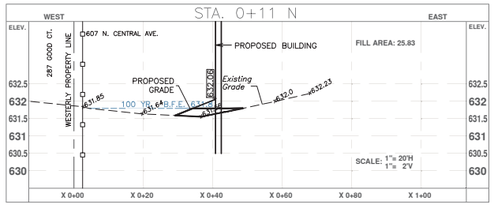
NJT Project No.
25-7625

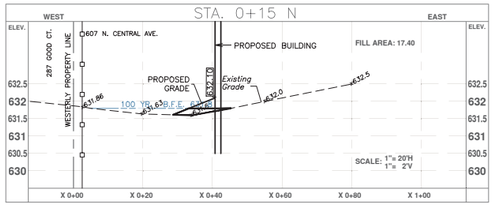


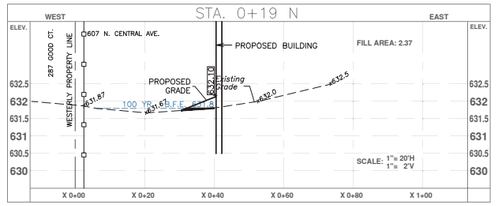


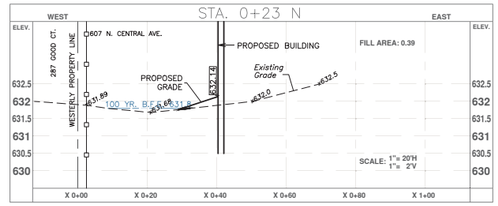


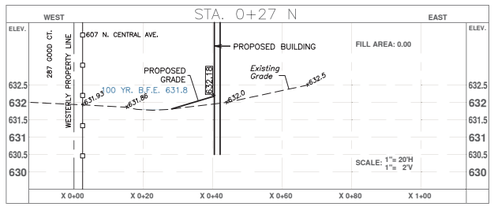


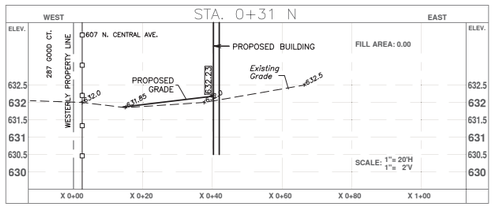


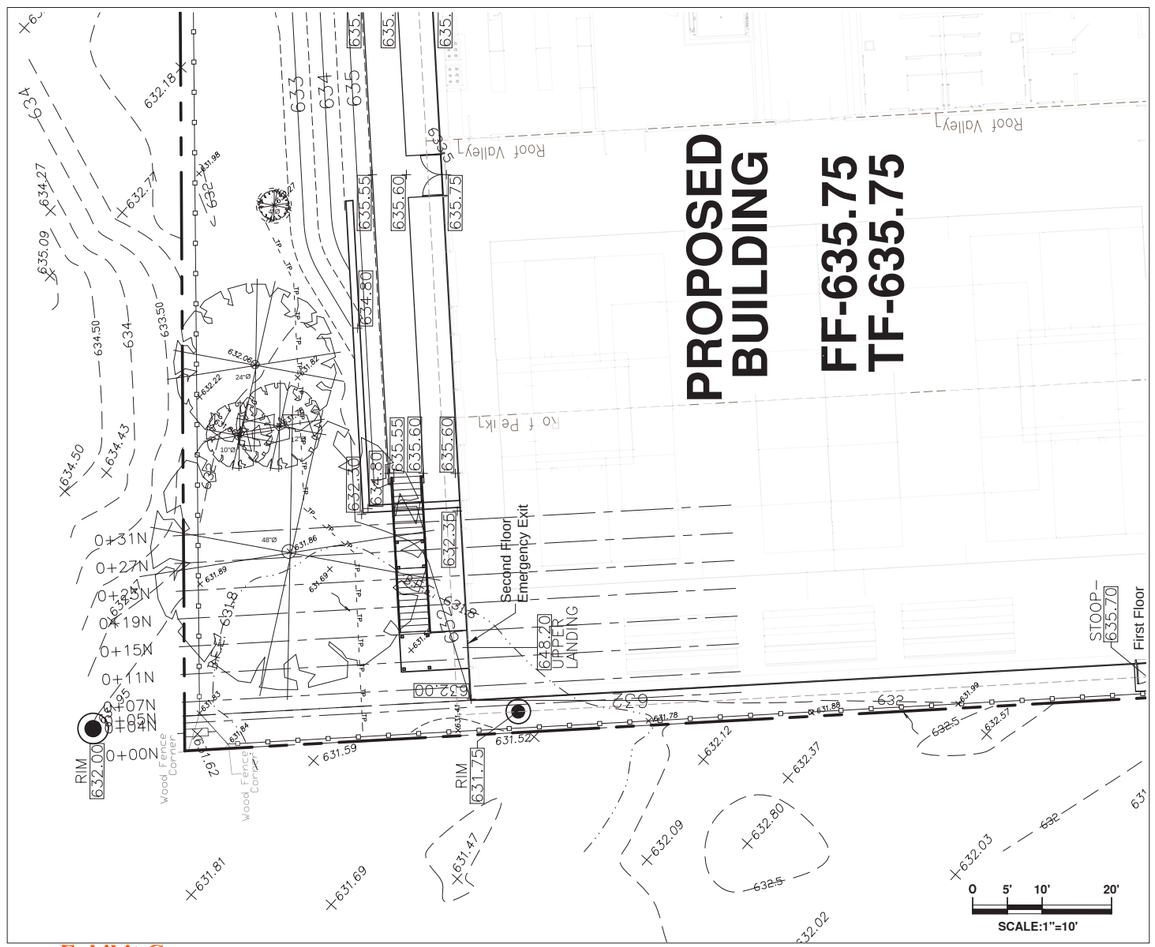












FLOODPLAIN FILL
240 POTTER ROAD, Des PLAINES

X-section Scale Factor (1/10): 0.100

	SECTIONS		Drawing Area	FILL, sqft	Distance Between CS's, ft	Avg. Cross Sect Area * Distance (VOLUME, CFT) FILL	CUMULATIVE
Meet Exist. Grade	0+00N		0.00	0			
		Avg.	7	1	4	2.9	2.9
	0+04N		14.51	1.5			
		Avg.	23	2	1	2.3	5.2
	0+05N		32.18	3.2			
		Avg.	32	3	2	6.4	11.7
	0+07N		32.12	3.2			
		Avg.	29	3	4	11.6	23.3
	0+11N		25.83	2.6			
		Avg.	22	2	4	8.6	31.9
	0+15N		17.40	1.7			
		Avg.	10	1	4	4.0	35.9
	0+19N		2.37	0.2			
		Avg.	1	0	4	0.6	36.4
	0+23N		0.39	0.0			
		Avg.	0	0	4	0.1	36.5
	0+27N		0.00	0.0			
		Avg.	0	0	4	0.0	36.5
	0+31N		0.00	0.0			

TOTAL FILL =	36.5 cft	0.001	acre-ft
FLOODPLAIN FILL PENALTY (1.1x) =	18.2 cft	0.000	acre-ft
REQUIRED COMPENSATORY STORAGE:	54.7 cft	0.001	acre-ft

COMPENSATORY STORAGE SUMMARY:

50	L.F. 18" Dia. Storm Sewer:	88.9 cft	0.002	acre-ft
	90% PIPE VOLUME CREDIT:	80.0 cft	0.002	acre-ft

PROVIDED COMPENSATORY STORAGE: 80.0 cft 0.002 acre-ft

CALL JULIE TOLL FREE 811 or 1-800-892-0123 STOP. THINK. CALL. CALL 48 HOURS BEFORE YOU DIG!

No.	DATE	REVISION
.	09/19/25	FOR VILLAGE REVIEW
.	03/30/26	REVISED SITE LAYOUT
.	05/05/26	PER VILLAGE COMMENTS

NORMAN J. TOBERMAN & ASSOCIATES, LLC
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115 S. Wilke Road, Suite 301, Arlington Heights, IL 60005
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mail@toberman.us
IL Design Firm: 184.005910
Expires: 4-30-2027

PRELIMINARY FLOODPLAIN FILL/ COMPENSATORY STORAGE EXHIBIT

PROPOSED BUILDING
CHICAGO MAR THOMA CHURCH
240 POTTER ROAD , DES PLAINES, IL 60016

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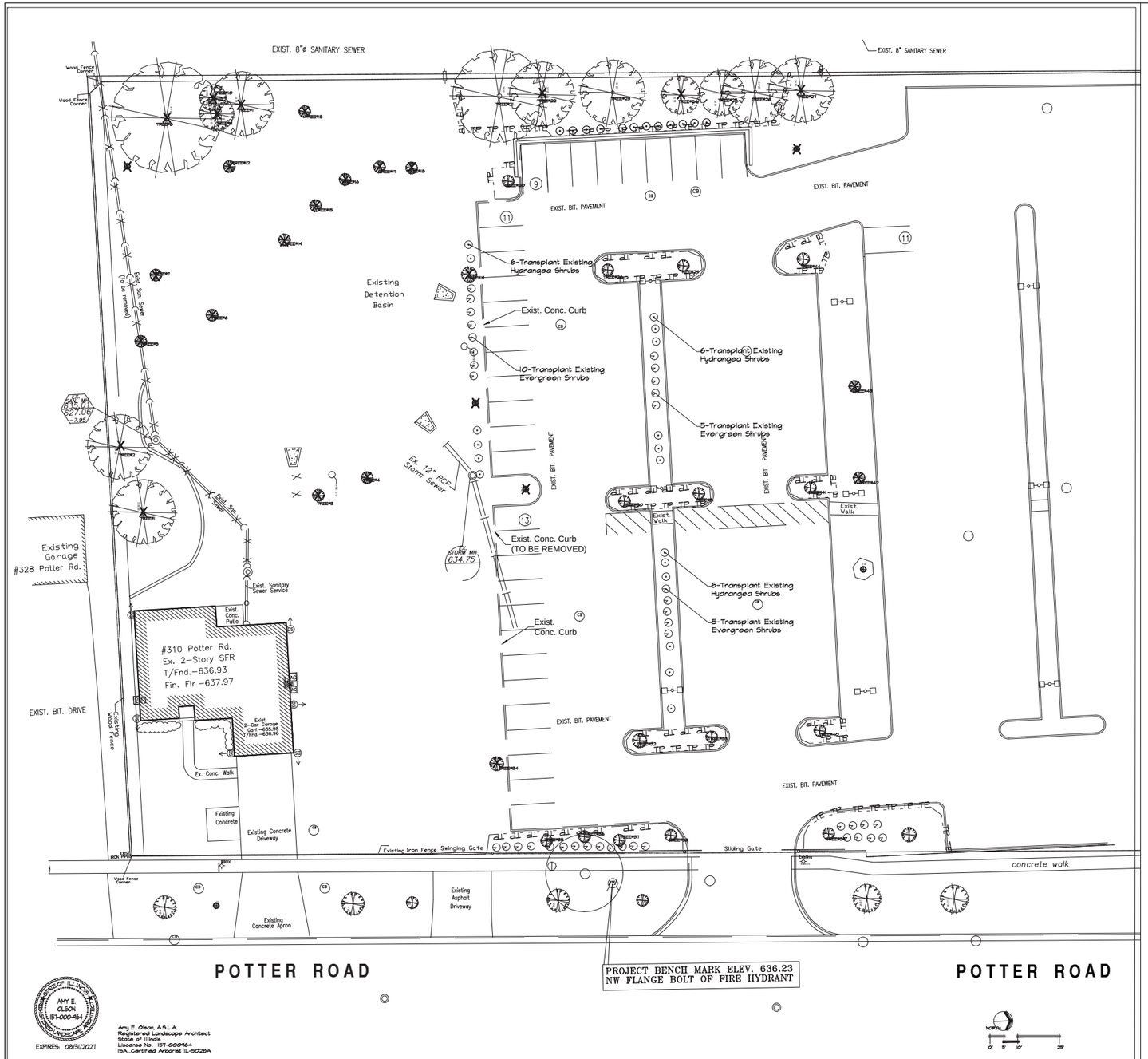
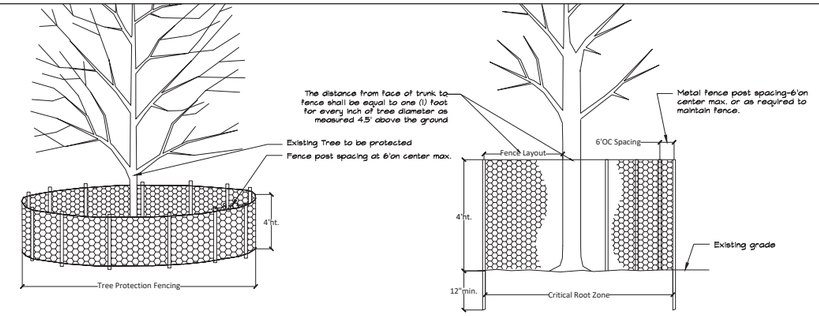
DATE	06/10/25
DRAWN BY:	DT/SF
DESIGN BY:	CJT/SF
APPROVED BY:	CJT

Sheet No.
P-5

NJT Project No.
257625





1 TEMPORARY TREE PROTECTION FENCING
NOT TO SCALE

2 TYPICAL TREE PROTECTION FENCE DETAIL
NOT TO SCALE

Notes:
1. Fencing to be wooden lath snow fencing, orange plastic construction fencing or as approved Village Building and Zoning Dept.
2. Fencing barrier to be a minimum 48 inches in height and must be securely anchored to fence posts (min of four ties). Posts set at maximum distance of six feet on center.
3. Fencing to be located at a distance from the trunk of the tree equal to one foot for every inch of diameter measured at DBH (diameter at breast height/(4.5' above ground level).
4. Maintain lawn and plant beds inside tree protection fence throughout construction period.

Chicago Mar Thoma Church Tree Inventory

EXISTING TREES	DBH (INCHES)	COMMON NAME	SCIENTIFIC NAME	HEALTH	FORM	COMMENTS	ACTION
1	2 10"	Eastern Cottonwood	Populus deltoides	4	3	With stem, suckering/water sprouts, dead ring	Remove
2	24"	Box Elder	Acer negundo	4	4	With dead 1/3 top, watersprouts/sucking	Remove
3	4"	Elm hybrid	Ulmus sp.	3	3	Some structure/form issues	Remove
4	4"	Elm hybrid	Ulmus sp.	3	3	Multi-leader	Remove
5	4	Swamp White Oak	Quercus bicolor	3	3	Multi-leader	Remove/Transplant as feasible
6	4	Swamp White Oak	Quercus bicolor	3	3	Some structure/form issues	Remove/Transplant as feasible
7	4	Honey Locust	Gleditsia triacanthos sp.	3	3	Some structure/form issues	Remove/Transplant as feasible
8	48"	Silver Maple	Acer saccharinum	4	4	Leaning substantial, many basal Stem Rots, suckering	Remove
9	12	Box Elder	Acer negundo	4	4	Leaning, suckering, dead top	Remove
10	10"	Siberian Elm	Ulmus pumila	4	3	Sparse, suckering	Remove
11	24	Box Elder	Acer negundo	4	4	Sparse, heavy suckering at base, dead branches	Remove
12	4	Honey Locust	Gleditsia triacanthos sp.	3	4	Poor structure/form	Remove
13	4	Elm hybrid	Ulmus sp.	4	4	Suckering, broken branches, poor structure, multi leader	Remove
14	4	Swamp White Oak	Quercus bicolor	4	4	Suckering, possible girdling roots, stunted	Remove
15	4	Ky Coffee Tree	Gymnocladus dioicus	3	3	Multi-leader, structure/form issues	Remove
16	4	Ky Coffee Tree	Gymnocladus dioicus	3	3	Multi-leader, structure/form issues	Remove
17	4"	Ky Coffee Tree	Gymnocladus dioicus	3	3	Multi-leader, structure/form issues	Remove
18	4"	Ky Coffee Tree	Gymnocladus dioicus	4	3	Codominant leaders, poor form	Remove
19	6"	Hackberry	Celtis occidentalis	3	3	Multi-leaders, structure/form issues	Remove
20	4"	Ginkgo	Ginkgo biloba	1	1	Very good form and structure	Protect or transplant
21	36"	Norway Maple	Acer platanoides	3	4	With stem, OHW [overhead wires], structure/form issues	Prune to improve structure/form
22	24"	Norway Maple	Acer platanoides	4	5	Poor structure, OHW	Remove
23	24"	Norway Maple	Acer platanoides	3	4	OHW, some deadwood, structure/form issues	Prune to improve structure/form
24	15"	Box Elder	Acer negundo	6	6	Dead	Remove
25	18"	Norway Maple	Acer platanoides	3	4	OHW, some deadwood, structure/form issues	Prune to improve structure/form
26	24"	Norway Maple	Acer platanoides	3	4	OHW, some deadwood, structure/form issues	Prune to improve structure/form
27	24"	Norway Maple	Acer platanoides	3	3	Dead wood, multi-leaders, OHW & Power Pole	Remove
28	4"	Honey Locust	Gleditsia triacanthos sp.	2	2	Structure/form issues	Prune to improve structure/form
29	4"	Honey Locust	Gleditsia triacanthos sp.	2	3	Multi-leader, structure/form issues	Prune to improve structure/form
30	4	Red Maple	Acer rubrum	2	2	Structure/form issues	Prune to improve structure/form
31	4	Red Maple	Acer rubrum	2	2	Structure/form issues	Prune to improve structure/form
32	6	Honey Locust	Gleditsia triacanthos sp.	2	2	Structure/form issues	Prune to improve structure/form
33	4	Honey Locust	Gleditsia triacanthos sp.	2	2	Structure/form issues	Prune to improve structure/form
34	5"	Ky Coffee Tree	Gymnocladus dioicus	2	2	Structure/form issues	Prune to improve structure/form
35	4"	Eastern Redbud	Cercis canadensis	3	3	Planted to deep, structure/form issues	Prune to improve structure/form
36	4"	Eastern Redbud	Cercis canadensis	3	3	Planted to deep, structure/form issues	Prune to improve structure/form
37	4	Eastern Redbud	Cercis canadensis	3	4	Planted to deep, structure/form issues	Prune to improve structure/form
38	4	Hackberry	Celtis occidentalis	3	3	Bagworm infestation, double leader, structure/form issues	Prune to improve structure/form
39	4	Hackberry	Celtis occidentalis	3	3	Bagworm infestation, planted too deep, structure/form issues	Prune to improve structure/form
40	4	Hackberry	Celtis occidentalis	3	3	Bagworm infestation, stunted, structure/form issues	Prune to improve structure/form
41	4	Hackberry	Celtis occidentalis	3	3	Structure/form issues	Prune to improve structure/form
42	4"	Crabapple	Malus sp.	4	4	Poor form/structure	Remove
43	4"	Crabapple	Malus sp.	4	4	Poor form/structure	Remove
44	5"	Hackberry	Celtis occidentalis	3	3	Structure/form issues	Prune to improve structure/form

Note: Remove stumps

Classification Code: 1-Excellent, 2-Good, 3-Fair, 4-Poor, 5-Very Poor, 6-Dead
Tree inventory conducted on March 20, 2026 by Amy Olson Design Group, LLC. Amy Olson, ISA-Certified Arborist IL-5028A

General Tree Preservation Notes:
1. Locations of existing conditions, including plant material, are approximate only. JULIE (800-892-0123) and field verify all existing conditions, including utilities prior to any work.
2. Maintain existing drainage patterns along all lot lines.
3. Remove all dead and diseased trees and plant material, including existing tree stumps and stump out. Buckthorn and any other non-native, invasive plants are to be removed from site and legally disposed.
4. No grading and construction equipment and materials shall be placed within the tree protection fence area. No excess materials, liquids or construction materials/debris shall placed within the root zone of any tree that is preserved.
5. All required protective fencing must be in place for a building permit will be issued. The fencing must remain in place during the entire construction period.
6. All fencing must be secured to metal poss driven into the ground, spaced no further than 6 feet apart.
7. During construction, all reasonable steps necessary to prevent the destruction or damage of tree shall be taken.
8. Tree removal contractor is responsible for location and protection of underground utilities in areas where stumps are to be ground and removed.
9. Care shall be given to existing trees by avoiding placement of crushed limestone or any other material detrimental to trees within the drip line of trees, nor shall material be located where it might run off toward the trees.
10. Augur utility lines that are proposed within five feet of tree trunk of a tree designated for preservation.
11. Prune all broken, dead and diseased branches and limbs, and prune to correct tree structure and form, at the proper time for each species.
12. All tree work to be done by an ISA-certified arborist.
13. Contractor shall be responsible for securing all permits, fees, and inspections necessary for proper implementation of work.
14. Refer to Village Landscape and Tree Requirements for further detail.
15. Refer to Architectural and Engineering drawings for further detail, including existing grades and grading work, benchmark location(s) and for location of temporary site construction fencing.

STATE OF ILLINOIS AMY E. OLSON 81-000464 REGISTERED LANDSCAPE ARCHITECT
EXPIRES: 08/31/2027

Amy E. Olson, A.S.L.A.
Registered Landscape Architect
State of Illinois
License No. 181-000464
ISA_Certified Arborist IL-5028A

GROUP A Professional Corporation
License No. 184.009349-0001

1100 Landmeier Rd. Suite 202
Elk Grove Village, IL, 60007

Phone: 847.952.1100
Web: www.groupaarch.com

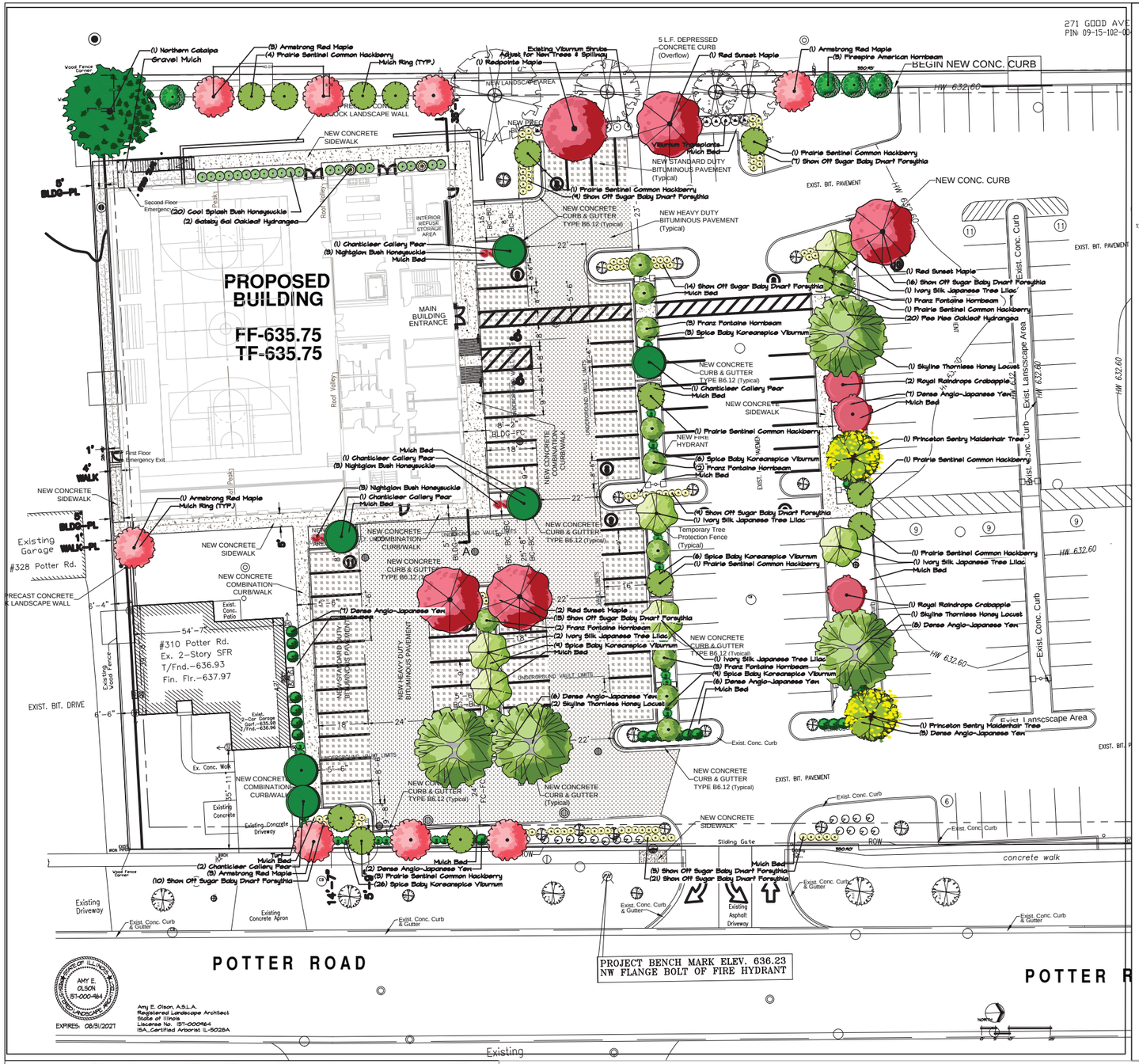
Exhibit D

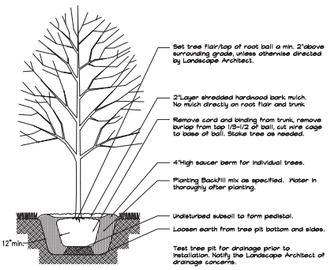
TREE PRESERVATION AND REMOVALS PLAN

Chicago Mar Thoma Church
240 Potter Road, Des Plaines, IL 60016

JOB NUMBER: 24057
DATE: 05/04/2026

1

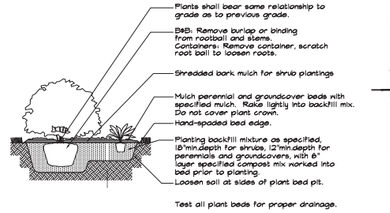




1 DECIDUOUS TREE PLANTING-SINGLE STEM

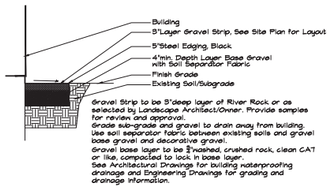
NOT TO SCALE

Note:
Remove enough whole branches, not just end tips, to reduce foliage by one fifth. Do not leave tight 'V' crotches or double leaders. All pruning is to be done after planting, retaining normal plant form. Do not cut central leader.



2 SHRUB, PERENNIAL AND GROUNDCOVER PLANTING

NOT TO SCALE



3 GRAVEL STRIP DETAIL

NOT TO SCALE

Manufacturer of metal edging - Border King
5"Steel Edging, color Black.

PLANT SCHEDULE CHURCH

SYMBOL	CODE	BOTANICAL / COMMON NAME	SIZE	CONTAINER	QTY	REMARKS
TREES						
	ACE ARM	Acer rubrum 'Armstrong' / Armstrong Red Maple	2.5" Cal.	B4B	8	40-50'H x 15-20'W
	ACE FSB	Acer rubrum 'Frank Jr.' Redpointe / Redpointe Maple	B & B	2.5"Cal	1	45'H x 30'W
	ACE SUN	Acer rubrum 'Red Sunset' / Red Sunset Maple	2.5" Cal.	B4B	4	
	CAR FRA	Carpinus betulus 'Franz Fontaine' / Franz Fontaine Hornbeam	B & B	5"Cal	12	30-35'H x 10'-15'W
	CAR FI2	Carpinus caroliniana 'J.N. Upright' TM / Firespire American Hornbeam	3" Cal.	B4B	4	20'H x 10'W Narrow upright form Improved red-orange FC
	CAT SPE	Catalpa speciosa / Northern Catalpa	B & B	2"Cal	1	40'-60' H. x 20'-40' W
	CEL PRS	Celtis occidentalis 'JFS-KSU' TM / Prairie Sentinel Common Hackberry	B & B	2"Cal	14	45'H. x 12'W.
	GIN PSG	Ginkgo biloba 'Princeton Sentry' / Princeton Sentry Maidenhair Tree	B & B	2"Cal	2	
	GLE INE	Gleditsia triacanthos inermis 'Skycole' TM / Skyline Thornless Honey Locust	B & B	2"Cal	4	54-45'H. x 35-55'W.
	MAL RR2	Malus x 'JFS-KW5' TM / Royal Raindrops Crabapple	2.5" Cal.	B4B	5	15-20'H. x 10-15'W.
	PYR LNC	Pyrus calleryana 'Chanticleer' / Chanticleer Gallery Pear	3" Cal.	B4B	6	
	SYR IV2	Syringa reticulata 'Ivory Silk' / Ivory Silk Japanese Tree Lilac	2.5" Cal.	B4B	6	20-25'H. x 15-20'W.
SHRUBS						
	DIE COO	Diervilla sessilifolia 'Cool Splash' / Cool Splash Bush Honeysuckle	2 gal		20	
	HBA SPL	Diervilla x splendens 'El Madrigal' TM / Nightglow Bush Honeysuckle	3 gal		4	
	FOR NB5	Forsythia x intermedia 'NHBD5' TM / Shon Off Sugar Baby Dwarf Forsythia	2 gal		121	
	HYD BRE	Hydrangea quercifolia 'Brenthil' TM / Satsuky Sol Oakleaf Hydrangea	3 gal		2	
	HYD PEE	Hydrangea quercifolia 'Pee Wee' / Pee Wee Oakleaf Hydrangea	3 gal		20	
	TAX DEN	Taxus x media 'Densiformis' / Dense Anglo-Japanese Yew	3 gal		41	
	VIB S2B	Viburnum carlesii 'Spice Baby' / Spice Baby Koreanspice Viburnum	3 gal		94	

Chicago Mar Thoma Church
Village Tree Requirements

		Required	Existing	Proposed	Total Qty
Parkway Trees	1 Tree per 40' of parkway				
Potter Road	531.59 lf (less 212.2 driveways) = 419.3 = 10 trees	10	12	0	12
Parking Lot Landscaping	1 tree per 100 sf landscape area 50% groundcover/mulch				
Trees	6,257 sf (5 islands) = 62.5 trees	63	11	39	50
	5 islands @ ~100 sf each = 5 trees	5	0	5	5
Parking Lot Perimeter	1 Tree per 40' of perimeter landscape area 1 Shrub for every 3' of perimeter at 75% of area				
Potter Road	223 lf = 5.6 = 5.575 trees	6	6	5	11
	183 lf = 61 shrubs(75%) = 46	46	21	29	50
Landscape Parking Buffer	1 tree per 30'				
West Parking Buffer	71.6 lf - 2.4 = 2	2	0	2	2
Parking Islands Qty 2	1 tree per 100 sf landscape area	2	0	2	2
	53 shrubs	53	9	46	55
East Parking Buffer	123.48 lf - 4	4	4	5	9
Parking Islands qty 1	1 tree per 100 sf landscape area	1	0	1	1
	123.48 lf = 41 shrubs(75%) = 42	42	13	37	50
Landscape Buffer (Institutional)	1 tree per 30'				
	173 lf - 5.76 = 6 trees	6	4	13	17
	Solid Wood Fence	yes	yes		
Yard Landscaping	1 tree per 2500 sf of yard				
West Yard Area	West yard: 3683 sf (see Landscape Buffer *)	2	0	9 *	9 *
East Yard Area	East yard: 2153 sf	1	0	1	1

General Landscape Notes:
1. Locations of existing conditions, including plant material, are approximate only. JULIE (800-892-0123) and field verify all existing conditions, including utilities prior to any work.
2. Maintain existing drainage patterns along all lot lines.
3. Gutters & downspouts shall drain toward street unless otherwise noted on Engineering Plan.
4. All landscaping materials shall be installed in conformance with the Design Standards set forth in Code Section 12-10-5 and current planting procedures established by the American Association of Nurserymen before a Final Certificate of Occupancy can be issued by the City.
5. Owner's Representative/Landscape Architect/Owner to review plant layout prior to installation.
6. Plant all groundcover at 8"o.c. spacing unless otherwise noted.
7. All tree and shrub plantings to be mulched with a 2" layer shredded hardwood bark mulch; perennials and groundcover beds with a min. 1" layer pine bark fines mulch.
8. All planting beds to have a min. 6" layer compost/soil mix worked into the soil prior to planting.
9. Sod areas to have a min. 6" layer of topsoil prior to installation when in previous hardscape areas or areas that were compacted during construction. Remove existing material as required for 6"layer of topsoil fill.
10. All turf areas to be fine graded with ½" layer pulverized topsoil prior to installation of seed or sod.
11. All new or re-configured parking islands to be excavated to a min. depth of 30" and backed for drainage. Should drainage be poor, consult with Landscape Architect and/or Engineer for under-drainage recommendations. Backfill parking islands with clean topsoil. Final grading shall be as per grading plan. Parking islands to be mulched with 2" minimum layer shredded hardwood bark mulch.
12. Backfill areas from removal of garden walls with clean topsoil fill to elevations as shown on Engineering plans for final grades.
13. All construction debris to be removed prior to any landscape work.
14. Remove tree protection fencing prior to landscape work.
15. Plant material shall be of size and type specified. Review any proposed substitutions for approval by Landscape Architect prior to installation.
16. Plant material shall be from Northern Illinois/southern Wisconsin or like hardiness zone and soil type/structure, shall be dug the planting season it will be installed and shall conform to the American Association of Nurserymen's standards.
17. Remove existing tree stumps and stump out.
18. Buckthorn and any other non-native, invasive plants are to be removed from site and legally disposed.
19. Contractor shall be responsible for securing all permits, fees, and inspections necessary for proper implementation of work.
20. Refer to Architectural and Engineering drawings for further detail, existing grades and grading work, benchmark location and for location of temporary site construction fencing.

A Professional Corporation
License No. 184.009349-0001

1100 Landmeier Rd. Suite 202
Elk Grove Village, IL, 60007

Phone: 847.952.1100
Web: www.groupaarch.com

GROUP A Architecture

Exhibit D

LANDSCAPE PLAN - PRELIMINARY

Chicago Mar Thoma Church
240 Potter Road, Des Plaines, IL 60016

JOB NUMBER: 24057
DATE: 05/04/2026

2

DES PLAINES ILLINOIS

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5380
desplainesil.gov

MEMORANDUM

Date: June 1, 2026

To: Dorothy Wisniewski, City Manager

From: Jonathan Mendel, AICP, Assistant Director of Community & Economic Development

Subject: Consideration of an Ordinance Approving Zoning Text Amendments Regarding Cannabis Business Establishments Specific Sign Regulations, Case #26-019-TA (City-Wide)

Issue: The petitioner is proposing the following text amendments to the City Code deleting the specific Cannabis Business Establishments signage regulations in Section 12-8-13.

PIN: Citywide

Petitioner: City of Des Plaines, 1420 Miner Street, Des Plaines, IL 60016

Case Number: #26-019-TA

Request Description: The City of Des Plaines is proposing amending the Zoning Ordinance to delete the use specific separate sign regulations for Cannabis Business Establishments residing outside the normal sign regulations City Code section.

Background

Cannabis Dispensary specific sign regulation

Section 12-8-13.A outlines specific signage regulations for Cannabis Business Establishments uses which differ significantly and are located outside the intuitive, appropriate location in City Code Title 12, Chapter 11 Signs for the generally applicable sign regulations for all the broadly defined zoning district land use, sign type and sign bulk regulations throughout the City of Des Plaines.

Staff Commentary: With these specific regulations located outside the normal sign regulations chapter, there can and have been compliance review mistakes by business owners, sign contractors and/or City review staff. Additionally, from regulatory and land use perspectives, a Cannabis Business Establishments does not operate or generate distinct impacts from other highly regulated retail stores such as liquor stores, alternative tobacco establishments, etc. Further, there are sign regulations included in the State regulations for retail cannabis dispensaries.

Given the propensity for mistakes with specific regulations codified outside the Zoning Code's Chapter 11 (Signs) and that a Cannabis Business Establishments does not have external land use impacts sufficient to separately define and regulate associated business signage, staff propose deleting the sign regulations from City Code Section 12-8-3 and reordering the remaining use regulations.

Standards for Zoning Text Amendment:

The following is a discussion of standards for zoning amendments from Section 12-3-7.E of the Zoning Ordinance. The PZB may recommend the City Council approve, approve with modifications, or deny the amendments. The PZB *may* adopt the following rationale for how the proposed amendments would satisfy the standards, or the Board may use its own.

1. **Whether the proposed amendment is consistent with the goals, objectives, and policies of the comprehensive plan, as adopted and amended from time to time by the City Council;**
   The proposed Cannabis Business Establishment specific sign regulation deletion is consistent with the Comprehensive Plan's desired positive economic development orientation by making the approval and operation of this business type consistent with most other business types permitted in the City of Des Plaines.

2. **Whether the proposed amendment is compatible with current conditions and the overall character of existing development;**
   The Cannabis Business Establishment specific sign regulations deletion will treat these businesses equally with most other permitted similar business types, reinforcing overall character compatibility.

3. **Whether the proposed amendment is appropriate considering the adequacy of public facilities and services available to this subject property;**
   Neither of these categorical text amendments would impact the provision of public facilities or services.

4. **Whether the proposed amendment will have an adverse effect on the value of properties throughout the jurisdiction; and**
   The Cannabis Business Establishment specific sign regulation deletion should ease the operation of the limited number of such businesses permitted within the City.

5. **Whether the proposed amendment reflects responsible standards for development and growth.** The proposed text amendments facilitate a path towards responsible standards for development, growth and signage regulation clarity for all applicable uses and properties by establishing a clear and streamlined permitting path for a Cannabis Business Establishment by promoting a better design of all.

Planning and Zoning Board (PZB) Recommendation

The PZB held a public hearing on May 26, 2026 to consider the request and voted 5-0 to recommend that City Council approve the major variation requests. The rationale for the PZB's vote is captured in the attached excerpt of minutes from the May 26, 2026 PZB Meeting.

City Council Action

Pursuant to Section 12-3-7.D.4 of the Zoning Ordinance, the City Council has the final authority on the text amendment request. The Council may approve, approve with modifications, or deny Ordinance Z-13-26, which includes the requested text amendment.

Attachments:

Attachment 1: Acting Chairman Catalano PZB Recommendation Letter
Attachment 2: May 26, 2026 PZB meeting Case 26-019-TA staff memo packet – Section 12-8-13 text amendment
Attachment 3: Excerpt of Minutes from the May 26, 2026 PZB Meeting

Ordinance Z-13-26

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT
1420 Miner Street, Des Plaines, IL 60016
P: 847.391.5306 | desplainesil.gov

June 1, 2026

Mayor Goczkowski and Des Plaines City Council
CITY OF DES PLAINES

Subject: Planning and Zoning Board – City-Wide, Case #26-019-TA

RE: Consideration of Zoning Text Amendments Regarding Cannabis Business Establishments Specific Sign Regulations

Honorable Mayor and Members of the Des Plaines City Council:

The Planning and Zoning Board (PZB) held a public hearing on May 26, 2026 to consider the request.

1. Assistant Director Jonathan Mendel presented the proposed text amendment to City Code Section 12-8-13 to delete all specific sign regulations for this business use.

   PZB members asked staff why these use specific sign regulations are in the City Code. Mr. Mendel stated he didn't know the exact reason, but surmised it was the result of using general land use oriented boilerplate text from another municipality during a limited legislative timeline. Currently, with these specific regulations located outside the normal sign regulations chapter, there can and have been compliance review mistakes by business owners, sign contractors and/or City review staff. Additionally, from regulatory and land use perspectives, a Cannabis Business Establishment does not operate or generate true objectively distinct impacts from other highly regulated retail stores such as liquor stores, alternative tobacco establishments, etc. Further, there are already sign regulations included in the State regulations for retail cannabis dispensaries.

   Given the high propensity for mistakes with specific regulations codified outside the Zoning Code's Chapter 11 (Signs) and the objective fact that a Cannabis Business Establishment does not have external land use impacts sufficient to separately define and regulate associated business signage, staff propose completely deleting all the sign regulations from City Code Section 12-8-3 and reordering the remaining use regulations.

2. No members of the public spoke on this request.

3. The PZB voted 5-0 to recommend that City Council approve the text amendment request as proposed.

Respectfully submitted,

Joseph Catalano,
Des Plaines Planning & Zoning Board, Vice Chairman
Cc: City Officials/Aldermen

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5380
desplainesil.gov

MEMORANDUM

Date: May 21, 2026

To: Planning and Zoning Board (PZB)

From: Jonathan Stytz, AICP, Senior Planner JS
Jonathan Mendel, AICP, Assistant Director of Community & Economic Development

Cc: Jeff Rogers, AICP, Director of Community & Economic Development

Subject: Zoning Text Amendments Regarding Accessory Structures and Cannabis Dispensary Specific Sign Regulations

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Issue: The petitioner is proposing the following text amendments to the City Code:

(i) Modify Sections 12-3-11 and 12-8-1.C to create separate allowances for detached parking structures based on category of use, and requiring certain larger garages to be subject to building design requirements; and

(ii) Delete the specific Cannabis Dispensary signage regulations in Section 12-8-13.

PIN: Citywide

Petitioner: City of Des Plaines, 1420 Miner Street, Des Plaines, IL 60016

Case Number: #26-019-TA

Request Description: The City of Des Plaines is proposing amending the Zoning Ordinance to clarify regulations for detached parking structures based on use and delete the use specific separate sign regulations for Cannabis Dispensaries residing outside the normal sign regulations City Code section.

Background

Accessory Structures

Chapter 8 of the Zoning Ordinance, "Accessory, Temporary, and Specific Use Regulations," was created to identify and differentiate regulations for both uses and structures that are either: (i) incidental and subordinate to a principal use or structure in the same zoning lot (e.g., detached garages and sheds); (ii) temporary in duration and construction (e.g., tents and yard sales); or (iii) are sensitive uses requiring tailored regulations (e.g., cannabis business establishments and residential care homes). The proposed amendments focus on accessory structures, which are currently defined in Section 12-13-3 as follows:

> ACCESSORY STRUCTURE: A structure which is detached from a principal structure and is located on the same zoning lot and incidental and subordinate to the principal structure. Accessory structures are characterized by having a solid or semi- open roof, and include, but are not limited to, detached garages, carports, pergolas, sheds, greenhouses, and gazebos. Accessory structures may not exceed the height of the principal structure.

An accessory use is incidental to the principal use or structure served (i.e., accompanying but not a major part of the property). For example, a detached garage is incidental to a single-family residence and smaller in area and height than the residence. Zoning also requires that accessory structures are (i) operated and maintained under the same ownership and on the same lot, or adjoining lots, as the principal use or structure and (ii) subordinate in height, area, bulk, and location to the principal use served.

Section 12-8-1.C. also identifies the general bulk regulations for accessory structures in all zoning districts with specific height, setback, location, size, and quantity restrictions. There are two main categories of accessory structures identified: (i) detached garages and carports; and (ii) other accessory structures (e.g., sheds, pergolas, gazebos, etc.).

These categories share regulations related to height, setbacks/minimum distance from lot lines (with some exceptions), and location, but differ regarding quantity of structures and size permitted. In regard to quantity, the City Code allows for up to two accessory structures on any property; however, only one garage (attached or detached) or carport is permitted. In the case of a property with a detached garage or carport, one other accessory structure is permitted. Regarding size, a detached garage or carport can be up to 720 square feet in area for residential uses and up to 960 square feet for non-residential lots greater than 20,000 square feet. Other accessory structures can be up to 225 square feet in area regardless of the Zoning District.

Staff Commentary: The current accessory structures bulk regulations in Section 12-8-1.C. permit detached garages on only (i) a single- or two-family dwelling or (ii) a non-residential lot, but do not consider the possibility for detached garages serving townhouses or multifamily. Staff proposes differentiating regulations for accessory structures based on the category of the property's principal land use.

The proposed amendments (attached) split subsection C of Section 12-8-1 into three separate portions:

(i) Single-Family Residential and Two-Family Residential uses;
(ii) Townhouse Residential and Multifamily Residential uses; and
(iii) Non-Residential uses.

In addition, some regulations are reorganized into table format.

Single-Family Residential and Two-Family Residential Uses: Staff intends to retain the existing bulk accessory structure regulations in Section 12-8-1.C. for these types of uses since these are appropriate for low density residential developments but reformat the text under a new subsection and list for single-family residential and two-family residential uses.

Townhouse (Single-Family Attached) Residential and Multi-Family Residential Uses: Staff proposes a second new subsection and table specifically permitting and regulating accessory structures for higher density residential uses. The table splits accessory structures into three separate categories:

(i) Single-story detached garages and carports;
(ii) Multiple-story detached parking garages; and
(iii) Other accessory structures (e.g., sheds).

Explicitly delineating both single-story and multi-story garage structures provides flexibility for both existing and proposed residential developments. This also could encourage denser off-street parking designs with smaller overall footprint than a surface lot.

- Single-Story Detached Garage or Carport Structures: The proposed height and setback regulations for a single-story detached garage or carport mirrors the existing height and setback regulations for accessory structures in Section 12-8-1.C. However, the amendments would not restrict the quantity of single-story detached garage and carport structures permitted on a single lot. Instead, it would restrict the collective area of all garage and carport structures on site to 25 percent of the total lot area or less. For detached garage and carport structures that exceed 720 square feet in area, the Building Design Review standards in Section 12-3-11 of the Zoning Ordinance would apply.

- Multiple-Story Detached Parking Garage Structures: Multiple-story detached parking garages would:

  (i) be limited by the collective area of all multiple-story detached parking garage structures—not to exceed 25 percent of the total lot area—instead of by a specific number of structures and;
  (ii) would also be subject to the Building Design Review standards in Section 12-3-11 of the Zoning Ordinance if more than 720 square feet in size.

  However, multiple-story detached parking garage structures would have larger minimum setback requirements than other accessory structures given their greater height allowance of 45 feet (compared to the maximum height of 15 feet for all other accessory structures including single-story-story detached garages and carports). The greater height allowance is necessary to allow a parking garage structure with multiple stories but also appropriate given that the maximum height allowance for principal structures in the R-3 Townhouse Residential district is also 45 feet. Given this height allowance, the proposed amendments would require multiple-story detached parking garages to be located behind the front building line of the principal structure and the zoning district applicable minimum setback from other lot lines providing greater separation between this structure and property lines. The amendments also set a requirement that any such garage would have to be shorter than any principal structures served to retain the spirit of an "accessory" structure.

- Other Accessory Structures: All other accessory structures—excluding detached garages and carports, such as sheds, pergolas, and gazebos—would follow the existing height, setback, and quantity standards in Section 12-8-1.C; the rules would be unchanged.

Non-Residential Uses: Staff proposes creating a third new subsection and table regulating accessory structures for non-residential uses. The table format is identical to the proposed table for the townhouse residential and multifamily residential uses with the three separate accessory structure categories—single-story-story detached garages and carports; multiple-story detached parking garages; and other accessory structures—but with two main differences.

Section 12-8-1.C of the Zoning Ordinance currently has a separate section devoted to bulk regulations for detached garages and carports on lots in non-residential zoning districts, which allows for a larger detached garage or carport area based on whether the subject lot is less than 20,000 square feet in size or more. In addition, it requires said detached garage or carport structures to be set back a minimum of ten feet from all side and rear property lines.

Staff propose keeping these distinctions given the varying sizes of non-residential lots throughout Des Plaines and the variable uses that operate or could operate at these locations.

- Single-Story Detached Garage or Carport Structures: The proposed bulk regulations for a single-story detached garage or carport would match the existing standards in Section 12-8-1.C regarding height (maximum of 15 feet), setbacks (minimum of 10 feet), and size (maximum of 920 square feet on lots 20,000 square feet or more in size and a maximum of 720 square feet on lots less than 20,000 square feet). A maximum of one single-story detached garage or carport structure would be permitted on a lot with a non-residential use to match the existing standards.

- Multiple-Story Detached Parking Garage Structures: The standards for multiple-story detached parking garage structures would match the height (maximum 45 feet), setbacks (minimum 10 feet), and size (25 percent of the total lot area, regardless of the specific lot size) but with three distinctions.

    - The first distinction deals directly with the location of the subject lot. When located on a lot that abuts a residential zoning lot, the height of multiple-story detached parking garage cannot exceed the maximum height of the abutting residential district. For example, this type of structure located on a lot next to a R-1 Single Family Residential district would be limited to 2½ stories or 35 feet in height, which is the maximum height allowance in that residential district.

    - The second distinction relates to Building Design Review Standards in Section 12-3-11. While the proposed amendments require all single-story detached garages or carports and multiple-story detached parking garages more than 720 square feet must comply with the Building Design Review Standards, this is not a requirement for these types of structures on lots with non-residential uses.

    - The final distinction relates to the maximum quantity allowed. A maximum of one multiple-story detached parking garage structure would be permitted on a lot with a non-residential use to match the existing standards.

- Other Accessory Structures: All other accessory structures such as sheds, pergolas, and gazebos would not be limited by total number, but (i) must be located behind the principal building front line; (ii) setback 5 feet from side and rear lot lines; and (iii) not exceed, in total, 225 square feet for zoning lots 20,000 square feet or less and 10% of the zoning lot area for zoning lots greater than 20,000 square feet.

Cannabis Dispensary specific sign regulations

Lastly, Section 12-8-13.A outlines specific signage regulations for Cannabis Dispensary uses which differ significantly and are located outside the intuitive, appropriate location in City Code Title 12, Chapter 11 Signs for the generally applicable sign regulations for all the broadly defined zoning district land use, sign type and sign bulk regulations throughout the City of Des Plaines.

Staff Commentary: With these specific regulations located outside the normal sign regulations chapter, there can and have been compliance review mistakes by business owners, sign contractors and/or City review staff. Additionally, from regulatory and land use perspectives, a Cannabis Dispensary does not operate or generate true objectively impacts distinct from other highly regulated retail stores such as liquor stores, alternative tobacco establishments, etc. Further, there are already sign regulations included in the State regulations for retail cannabis dispensaries.

Given the high propensity for mistakes with specific regulations codified outside the Zoning Code's Chapter 11 (Signs) and the objective fact that a Cannabis Dispensary does not have external land use impacts sufficient to separately define and regulate associated business signage, staff propose completely deleting all the sign regulations from City Code Section 12-8-3 and reordering the remaining use regulations accordingly as outlined in Attachment 3.

Standards for Zoning Text Amendment:

The following is a discussion of standards for zoning amendments from Section 12-3-7.E of the Zoning Ordinance. The PZB may recommend the City Council approve, approve with modifications, or deny the amendments. The PZB *may* adopt the following rationale for how the proposed amendments would satisfy the standards, or the Board may use its own.

1. **Whether the proposed amendment is consistent with the goals, objectives, and policies of the comprehensive plan, as adopted and amended from time to time by the City Council;**
   The accessory structures' amendments clarify and expand the bulk regulations for accessory structures throughout the City by creating separate regulations for all use categories tailored to the scale and uses. They also provide additional options for existing and proposed developments regarding storage, off-street parking, and overall site design—especially in denser areas of the City—which the Comprehensive Plan intends to capitalize on to achieve better and more sustainable developments.

   The proposed Cannabis Dispensary specific sign regulation deletion is consistent with the Comprehensive Plan's desired positive economic development orientation by making the approval and operation of this business type consistent with most other business types permitted in the City of Des Plaines.

2. **Whether the proposed amendment is compatible with current conditions and the overall character of existing development;**
   The proposed accessory structures' amendments allow further flexibility for various accessory structures regardless of the lot size, use, and location. They focus on promoting denser parking structures to reduce impervious coverage on lots with either residential or non-residential uses. However, they also provide additional clarification on the specific standards for accessory structures based on their type and use, which is something the current zoning ordinance does not fully identify. The amendments are tailored to minimize impacts of storage and parking structures on neighboring properties regardless of their location.
   The cannabis dispensary specific sign regulations deletion will treat these businesses equally with most other permitted similar business types and reinforcing overall character compatibility.

3. **Whether the proposed amendment is appropriate considering the adequacy of public facilities and services available to this subject property;**
   Neither of these categorical text amendments would impact the provision of public facilities or services.

4. **Whether the proposed amendment will have an adverse effect on the value of properties throughout the jurisdiction; and**
   It is not anticipated the accessory structures' amendments will have any adverse effect on surrounding properties. Instead, the flexibility provided with these amendments encourages reinvestment in properties and can lead to new uses or improvements to existing uses that benefits the City and its residents.
   The cannabis dispensary specific sign regulation deletion should ease the operation of the limited number of such businesses permitted within the City.

5. **Whether the proposed amendment reflects responsible standards for development and growth.** The proposed text amendments facilitate a path towards responsible standards for development, growth and signage regulation clarity for all applicable uses and properties by establishing a clear and streamlined permitting path for additional parking, storage, and cannabis dispensaries by promoting a better design of all.

PZB Procedure and Recommendation: Under Section 12-3-7 of the Zoning Ordinance, the PZB has the authority to *recommend* that the City Council approve, approve with modifications, or deny the above-mentioned amendments. The Board should clearly state any modifications so that its recommended language can be incorporated in the approving ordinance passed on to the Council, which has final authority on the proposal.

Attachments:
Attachment 1: Accessory Structure Research
Attachment 2: Photos of Detached Garages Serving Multifamily Development (The Parker, Park Ridge, IL)
Attachment 3: Proposed Amendments

Analysis of Average Dimensions of Sheds, Pergolas, and Gazebos

Data Source: Home Depot and Lowes websites, data collected on July 18th, 2023

Sheds			
	Width (ft)	**Depth (ft)**	**Area (sf)**
Average:	11.1	12.9	138.9
Mode:	10	8	120
Range:	7 to 20	7 to 24	49 to 288
Sample #	Width (ft)	Depth (ft)	Area (sf)
1	15.0	8.0	120
2	10.0	10.0	100
3	10.0	12.0	120
4	20.0	8.0	160
5	15.0	8.0	120
6	10.0	16.0	160
7	12.0	20.0	240
8	8.0	20.0	160
9	12.0	16.0	192
10	10.0	12.0	120
11	10.0	8.0	80
12	8.0	12.0	96
13	7.0	7.0	49
14	8.0	16.0	128
15	8.0	14.0	112
16	12.0	10.0	120
17	10.0	10.0	100
18	12.0	12.0	144
19	12.0	24.0	288
20	12.0	14.0	168

Pergolas			
	Width (ft)	**Depth (ft)**	**Area (sf)**
Average:	11.7	13.6	159.2
Mode:	10	12	144
Range:	10 to 18	7.5 to 20	75 to 324
Sample #	Width (ft)	Depth (ft)	Area (sf)
1	16.0	12.0	192
2	10.0	14.0	140
3	14.0	12.0	168
4	10.0	10.0	100
5	12.0	12.0	144
6	10.0	13.0	130
7	13.0	8.5	110.5
8	18.0	18.0	324
9	11.0	13.0	143
10	10.0	20.0	200
11	12.0	12.0	144
12	10.0	14.0	140
13	10.0	13.0	130
14	12.0	12.0	144
15	10.0	7.5	75
16	10.0	20.0	200
17	12.0	16.0	192
18	10.0	10.0	100
19	12.0	14.0	168
20	12.0	20.0	240

Gazebos			
	Width (ft)	**Depth (ft)**	**Area (sf)**
Average:	12.2	11.0	136.0
Mode:	12	10	120
Range:	7.97 to 20	4.99 to 13	39.77 to 240
Sample #	Width (ft)	Depth (ft)	Area (sf)
1	10.0	10.0	100
2	11.0	10.0	110
3	11.0	13.0	143
4	15.0	13.0	195
5	20.0	12.0	240
6	12.0	10.0	120
7	12.0	12.0	144
8	16.0	12.0	192
9	13.0	10.0	130
10	10.0	12.0	120
11	10.0	10.0	100
12	10.8	12.8	138.24
13	11.3	11.3	127.69
14	8.0	5.0	39.7703
15	12.0	10.0	120
16	11.0	13.0	143
17	13.0	10.0	130
18	12.0	12.0	144
19	12.2	9.5	115.9
20	14.0	12.0	168

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CHAPTER 3 DEVELOPMENT REVIEW PROCEDURES

***

12-3-11 BUILDING DESIGN REVIEW:

C. Applicability: Building design review plans that contain the information set forth in section 12-14-9, "Minimum Submission Requirements For Building Design Review", of this title, and any other information that may be requested by the Zoning Administrator, shall be submitted to the Department of Community and Economic Development with any development review application for the following construction or alteration activities:

1. Detached Single-Family and Two-Family Residential Dwellings:
    a. Construction of a new principal structure; and
    b. Additions to principal structures resulting in greater than a 50 percent change of conditioned floor area as defined by the city building code as set forth in Title 10, chapter 1 of this code.
2. All others:
    a. Construction of a new principal structure or certain accessory structures pursuant to Section 12-8-1 and only 12-3-11.D-Table Permitted Ground Story Materials & Permitted Upper Story Materials columns;
    b. Appearance altering renovations to the front or corner facades of a principal structure; and
    c. Additions to principal structure resulting in greater than a 15 percent change of conditioned floor area as defined by the city building code as set forth in Title 10, chapter 1 of this code.

CHAPTER 8 ACCESSORY, TEMPORARY, AND SPECIFIC USE REGULATIONS

12-8-1: ACCESSORY USES AND STRUCTURES:

Accessory uses and structures shall be permitted in all zoning districts subject to the following regulations:

A. Accessory uses and structures shall be:
    1. Incidental to the principal use or structure served;
    2. Operated and maintained under the same ownership and on the same lot, or adjoining lots, as the principal use or structure; and
    3. Subordinate in height, area, bulk, and location to the principal use or structure served.

B. An accessory use or structure shall not be established or constructed prior to the construction or establishment of the principal use or structure to which it serves, unless approved as a temporary use pursuant to section 12-8-11, “Temporary Uses”, of this chapter.

C. The bulk standards for accessory structures shall be as set forth below:

~~1. The maximum height of an accessory structure shall be fifteen feet (15').~~
~~2. The minimum front yard setback for an accessory structure shall be the front building line of the principal structure.~~
~~3. The minimum side and rear yard setbacks for an accessory structure shall be five feet (5'). However, a detached accessory garage or carport for a residential use in the R-1 and R-2 Residential Districts may be located on the rear lot line where the rear lot line abuts an alley. (Ord. Z-8-98, 9-21-1998)~~
~~4. The maximum number of accessory structures permitted for any use shall be two (2); however, there shall be no more than one garage or carport (attached or detached) per residential dwelling.~~
~~5. The maximum area of a detached garage or carport shall be 720 square feet. The maximum area of an accessory structure other than a detached garage or carport shall be 225 square feet.~~
~~6. Non-residentially zoned lots may have one detached garage or carport only if the following criteria are met:~~
~~a. Maximum area: For lots under 20,000 square feet in area, the maximum area of a detached garage or carport is 720 square feet. For lots over 20,000 square feet in area, the maximum area of a detached garage or carport is 960 square feet.~~
~~b. Maximum height: The garage or carport cannot exceed 15 feet in height.~~
~~c. Setbacks: The garage or carport must be setback at least ten feet from the side and rear lot lines.~~
~~d. Interior surface. The surface within the detached garage or underneath the detached carport upon which vehicles or other items are stored shall be improved with a dust-free hard surface that complies with all other applicable regulations and provisions of this Code.~~
~~e. The detached garage or carport complies with all other applicable regulations and provisions of this Code.~~

1. Single-family detached and two-family dwelling uses:
    a) The maximum height of an accessory structure shall be 15 feet.
    b) The minimum front yard setback for an accessory structure shall be the front building line of the principal structure.
    c) The minimum side and rear yard setbacks for an accessory structure shall be five feet. However, a detached accessory garage or carport for a residential use in the R-1 and R-2 Residential Districts may be located on the rear lot line where the rear lot line abuts an alley.
    d) The maximum number of accessory structures permitted for any single-family or two-family dwelling use shall be two; however, there

shall be no more than one garage or carport (attached or detached) per residential dwelling.

e) The maximum area of a detached garage or carport shall be 720 square feet or less. The maximum area of an accessory structure other than a detached garage or carport shall be 225 square feet or less.

2. Townhouse (single-family attached) and multiple-family residential uses:

Bulk Controls	Single-Story Detached Garages and Carports	Multiple-Story Detached Parking Garages	Other Accessory Structures
Maximum height	15 feet	45 feet; provided, however, the height must be less than all principal structures served	15 feet
Minimum front yard setback	The zoning district min. FY setback or the front building line of the principal structure, whichever is greater.	The zoning district min. FY setback or the front building line of the principal structure, whichever is greater.	The zoning district min. FY setback or the front building line of the principal structure, whichever is greater.
Minimum side yard setback	5 feet	10 feet	5 feet
Minimum rear yard setback	5 feet	Use underlying zoning district regulations in Section 12-7-2.J (Residential Bulk Matrix)	5 feet
Minimum corner side yard setback	10 feet	10 feet	10 feet
Maximum quantity	N/A	N/A	Two
Total Maximum size of all Single-	25% of the total zoning lot area;	25% of the total zoning lot area;	225square feet

Story Detached Garages & Carports	provided, however, if greater than 720 square feet, Section 12-3-11 Building Design Review regulations ~~will~~ apply	provided, however, if greater than 720 square feet, Section 12-3-11 Building Design Review regulations ~~will~~ apply	

3. Non-residential uses on non-residential zoning lots

Bulk Controls	Single-Story Detached Garages and Carports	Multiple-Story Detached Parking Garages	Other Accessory Structures
Maximum height	15 feet	45 feet; provided, however, where the zoning lot abuts a residential zoning lot, the structure may not exceed the maximum height of the abutting residential district	15 feet
Minimum front yard setback	The front building line of the principal structure.	The front building line of the principal structure.	The front building line of the principal structure.
Minimum side yard setback	10 feet	10 feet	5 feet
Minimum rear yard setback	10 feet	10 feet	5 feet
Maximum quantity	One	One	N/A
Maximum size (zoning lots less than 20,000 square feet in area)	720 square feet	25% of the total zoning lot area	225 square feet
Maximum size (zoning lots 20,000 square feet or more in area)	960 square feet	25% of the total zoning lot area	10% of the total zoning lot area

12-8-13: CANNABIS BUSINESS ESTABLISHMENTS:

~~A. Signage:~~

~~1. Signage for any cannabis business establishment shall be limited to one flat wall sign not to exceed fifty (50) square feet in area or the maximum allowable sign area as calculated in chapter 11 of this title, whichever is less, and one identification sign, which may include only the name and address of the business and may not exceed two (2) square feet in area; such signs may not be directly illuminated. Mandatory signage required by state or federal law will be permitted notwithstanding the requirements of this subsection A or chapter 11 of this title.~~

~~2. Electronic message boards and temporary signs, including window signs, are not permitted in connection with a cannabis business establishment.~~

~~3. Signage may not contain cannabis imagery such as cannabis leaves, plants, smoke, paraphernalia, or cartoonish imagery oriented toward youth, or any language referencing cannabis, marijuana, or other common colloquial terms for cannabis.~~

~~B~~ A. Lighting: Parking lot lighting for all cannabis business establishments must comply with the requirements of subsection 12-9-6G and section 12-12-10 of this title.

~~C~~ B. Hours of Operation: No cannabis dispensing organization may operate outside the hours of 10 am to 8 pm, Sunday through Saturday. No sale of cannabis may take place after 8 pm on any day.

~~D~~ C. Miscellaneous Operational Regulations:

1. No products containing cannabis may be consumed or sampled on the premises of any cannabis business establishment, including in any outdoor parking area accessory to or used by the cannabis business establishment.

2. Delivery of cannabis products to consumers at any location outside of a licensed cannabis business establishment is expressly prohibited.

3. Interior lighting, video surveillance, security, and inventory control systems shall comply with all requirements of the Cannabis Regulation and Tax Act and the Compassionate Use of Medical Cannabis Program Act, as the same may be amended from time to time, as well as all state regulations promulgated pursuant to those Acts.

4. Seismic and sonic detectors shall be installed and maintained on all roofs and walls that contain a cannabis business establishment.

5. All odors generated by cannabis business establishments must comply with chapter 12 of this title. Each conditional use issued for a cannabis business establishment shall provide the Director of Community and Economic Development with the authority to make periodic inspections of the premises to determine if additional odor mitigation measures shall be required to ensure compliance with chapter 12 of this title.

1. Address: City-Wide **Case Number:** 26-019-TA

The petitioner requests text amendments to the City Code Title 12 (Zoning) Section 12-3-11 Building Design Review, Section 12-8-1 Accessory Uses and Structures, Section 12-8-13 Cannabis Business Establishments, and any other text amendments as may be necessary.

Petitioner: City of Des Plaines, 1420 Miner St., Des Plaines, IL 60016

Assistant Director Mendel presented the staff memo analysis.

Issue: The petitioner is proposing the following text amendments to the City Code:

(i) Modify Sections 12-3-11 and 12-8-1.C to create separate allowances for detached parking structures based on category of use, and requiring certain larger garages to be subject to building design requirements; and

(ii) Delete the specific Cannabis Business Establishments signage regulations in Section 12-8-13.

PIN: Citywide

Petitioner: City of Des Plaines, 1420 Miner Street, Des Plaines, IL 60016

Case Number: #26-019-TA

Request Description: The City of Des Plaines is proposing amending the Zoning Ordinance to clarify regulations for detached parking structures based on use and delete the use specific separate sign regulations for Cannabis Business Establishments residing outside the normal sign regulations City Code section.

Background

Accessory Structures

Chapter 8 of the Zoning Ordinance, "Accessory, Temporary, and Specific Use Regulations," was created to identify and differentiate regulations for both uses and structures that are either: (i) incidental and subordinate to a principal use or structure in the same zoning lot (e.g., detached garages and sheds); (ii) temporary in duration and construction (e.g., tents and yard sales); or (iii) are sensitive uses requiring tailored regulations (e.g., cannabis business establishments and residential care homes). The proposed amendments focus on accessory structures, which are currently defined in Section 12-13-3 as follows:

> ACCESSORY STRUCTURE: A structure which is detached from a principal structure and is located on the same zoning lot and incidental and subordinate to the principal structure. Accessory structures are characterized by having a solid or semi- open roof, and include, but are not limited to, detached garages, carports, pergolas, sheds, greenhouses, and gazebos. Accessory structures may not exceed the height of the principal structure.

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An accessory use is incidental to the principal use or structure served (i.e., accompanying but not a major part of the property). For example, a detached garage is incidental to a single-family residence and smaller in area and height than the residence. Zoning also requires that accessory structures are (i) operated and maintained under the same ownership and on the same lot, or adjoining lots, as the principal use or structure and (ii) subordinate in height, area, bulk, and location to the principal use served.

Section 12-8-1.C. also identifies the general bulk regulations for accessory structures in all zoning districts with specific height, setback, location, size, and quantity restrictions. There are two main categories of accessory structures identified: (i) detached garages and carports; and (ii) other accessory structures (e.g., sheds, pergolas, gazebos, etc.).

These categories share regulations related to height, setbacks/minimum distance from lot lines (with some exceptions), and location, but differ regarding quantity of structures and size permitted. In regard to quantity, the City Code allows for up to two accessory structures on any property; however, only one garage (attached or detached) or carport is permitted. In the case of a property with a detached garage or carport, one other accessory structure is permitted. Regarding size, a detached garage or carport can be up to 720 square feet in area for residential uses and up to 960 square feet for non-residential lots greater than 20,000 square feet. Other accessory structures can be up to 225 square feet in area regardless of the Zoning District.

Staff Commentary: The current accessory structures bulk regulations in Section 12-8-1.C. permit detached garages on only (i) a single- or two-family dwelling or (ii) a non-residential lot, but do not consider the possibility for detached garages serving townhouses or multifamily. Staff proposes differentiating regulations for accessory structures based on the category of the property's principal land use.

The proposed amendments (attached) split subsection C of Section 12-8-1 into three separate portions:

(i) Single-Family Residential and Two-Family Residential uses;
(ii) Townhouse Residential and Multifamily Residential uses; and
(iii) Non-Residential uses.

In addition, some regulations are reorganized into table format.

Single-Family Residential and Two-Family Residential Uses: Staff intends to retain the existing bulk accessory structure regulations in Section 12-8-1.C. for these types of uses since these are appropriate for low density residential developments but reformat the text under a new subsection and list for single-family residential and two-family residential uses.

Townhouse (Single-Family Attached) Residential and Multi-Family Residential Uses: Staff proposes a second new subsection and table specifically permitting and regulating accessory structures for higher density residential uses. The table splits accessory structures into three separate categories:

(i) Single-story detached garages and carports;
(ii) Multiple-story detached parking garages; and

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(iii) Other accessory structures (e.g., sheds).

Explicitly delineating both single-story and multi-story garage structures provides flexibility for both existing and proposed residential developments. This also could encourage denser off-street parking designs with smaller overall footprint than a surface lot.

- Single-Story Detached Garage or Carport Structures: The proposed height and setback regulations for a single-story detached garage or carport mirrors the existing height and setback regulations for accessory structures in Section 12-8-1.C. However, the amendments would not restrict the quantity of single-story detached garage and carport structures permitted on a single lot. Instead, it would restrict the collective area of all garage and carport structures on site to 25 percent of the total lot area or less. For detached garage and carport structures that exceed 720 square feet in area, the Building Design Review standards in Section 12-3-11 of the Zoning Ordinance would apply.

- Multiple-Story Detached Parking Garage Structures: Multiple-story detached parking garages would:

  (i) be limited by the collective area of all multiple-story detached parking garage structures—not to exceed 25 percent of the total lot area—instead of by a specific number of structures and;
  (ii) would also be subject to the Building Design Review standards in Section 12-3-11 of the Zoning Ordinance if more than 720 square feet in size.

  However, multiple-story detached parking garage structures would have larger minimum setback requirements than other accessory structures given their greater height allowance of 45 feet (compared to the maximum height of 15 feet for all other accessory structures including single-story-story detached garages and carports). The greater height allowance is necessary to allow a parking garage structure with multiple stories but also appropriate given that the maximum height allowance for principal structures in the R-3 Townhouse Residential district is also 45 feet. Given this height allowance, the proposed amendments would require multiple-story detached parking garages to be located behind the front building line of the principal structure and the zoning district applicable minimum setback from other lot lines providing greater separation between this structure and property lines. The amendments also set a requirement that any such garage would have to be shorter than any principal structures served to retain the spirit of an "accessory" structure.

- Other Accessory Structures: All other accessory structures—excluding detached garages and carports, such as sheds, pergolas, and gazebos—would follow the existing height, setback, and quantity standards in Section 12-8-1.C; the rules would be unchanged.

Non-Residential Uses: Staff proposes creating a third new subsection and table regulating accessory structures for non-residential uses. The table format is identical to the proposed table for the townhouse residential and multifamily residential uses with the three separate accessory structure categories—single-story-story detached garages and carports; multiple-story detached parking garages; and other accessory structures—but with two main differences.

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Section 12-8-1.C of the Zoning Ordinance currently has a separate section devoted to bulk regulations for detached garages and carports on lots in non-residential zoning districts, which allows for a larger detached garage or carport area based on whether the subject lot is less than 20,000 square feet in size or more. In addition, it requires said detached garage or carport structures to be set back a minimum of ten feet from all side and rear property lines.

Staff propose keeping these distinctions given the varying sizes of non-residential lots throughout Des Plaines and the variable uses that operate or could operate at these locations.

- Single-Story Detached Garage or Carport Structures: The proposed bulk regulations for a single-story detached garage or carport would match the existing standards in Section 12-8-1.C regarding height (maximum of 15 feet), setbacks (minimum of 10 feet), and size (maximum of 920 square feet on lots 20,000 square feet or more in size and a maximum of 720 square feet on lots less than 20,000 square feet). A maximum of one single-story detached garage or carport structure would be permitted on a lot with a non-residential use to match the existing standards.

- Multiple-Story Detached Parking Garage Structures: The standards for multiple-story detached parking garage structures would match the height (maximum 45 feet), setbacks (minimum 10 feet), and size (25 percent of the total lot area, regardless of the specific lot size) but with three distinctions.

    - The first distinction deals directly with the location of the subject lot. When located on a lot that abuts a residential zoning lot, the height of multiple-story detached parking garage cannot exceed the maximum height of the abutting residential district. For example, this type of structure located on a lot next to a R-1 Single Family Residential district would be limited to 2½ stories or 35 feet in height, which is the maximum height allowance in that residential district.

    - The second distinction relates to Building Design Review Standards in Section 12-3-11. While the proposed amendments require all single-story detached garages or carports and multiple-story detached parking garages more than 720 square feet must comply with the Building Design Review Standards, this is not a requirement for these types of structures on lots with non-residential uses.

    - The final distinction relates to the maximum quantity allowed. A maximum of one multiple-story detached parking garage structure would be permitted on a lot with a non-residential use to match the existing standards.

- Other Accessory Structures: All other accessory structures such as sheds, pergolas, and gazebos would not be limited by total number, but (i) must be located behind the principal building front line; (ii) setback 5 feet from side and rear lot lines; and (iii) not exceed, in total, 225 square feet for zoning lots 20,000 square feet or less and 10% of the zoning lot area for zoning lots greater than 20,000 square feet.

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Cannabis Dispensary specific sign regulations

Lastly, Section 12-8-13.A outlines specific signage regulations for Cannabis Business Establishment uses which differ significantly and are located outside the intuitive, appropriate location in City Code Title 12, Chapter 11 Signs for the generally applicable sign regulations for all the broadly defined zoning district land use, sign type and sign bulk regulations throughout the City of Des Plaines.

Staff Commentary: With these specific regulations located outside the normal sign regulations chapter, there can and have been compliance review mistakes by business owners, sign contractors and/or City review staff. Additionally, from regulatory and land use perspectives, a Cannabis Business Establishment does not operate or generate true objectively distinct impacts from other highly regulated retail stores such as liquor stores, alternative tobacco establishments, etc. Further, there are already sign regulations included in the State regulations for retail cannabis dispensaries.

Given the high propensity for mistakes with specific regulations codified outside the Zoning Code's Chapter 11 (Signs) and the objective fact that a Cannabis Business Establishment does not have external land use impacts sufficient to separately define and regulate associated business signage, staff propose completely deleting all the sign regulations from City Code Section 12-8-3 and reordering the remaining use regulations accordingly as outlined in Attachment 3.

Standards for Zoning Text Amendment:

The following is a discussion of standards for zoning amendments from Section 12-3-7.E of the Zoning Ordinance. The PZB may recommend the City Council approve, approve with modifications, or deny the amendments. The PZB *may* adopt the following rationale for how the proposed amendments would satisfy the standards, or the Board may use its own.

1. **Whether the proposed amendment is consistent with the goals, objectives, and policies of the comprehensive plan, as adopted and amended from time to time by the City Council;**

   The accessory structures' amendments clarify and expand the bulk regulations for accessory structures throughout the City by creating separate regulations for all use categories tailored to the scale and uses. They also provide additional options for existing and proposed developments regarding storage, off-street parking, and overall site design—especially in denser areas of the City—which the Comprehensive Plan intends to capitalize on to achieve better and more sustainable developments.

   The proposed Cannabis Dispensary specific sign regulation deletion is consistent with the Comprehensive Plan's desired positive economic development orientation by making the approval and operation of this business type consistent with most other business types permitted in the City of Des Plaines.

2. **Whether the proposed amendment is compatible with current conditions and the overall character of existing development;**

The proposed accessory structures' amendments allow further flexibility for various accessory structures regardless of the lot size, use, and location. They focus on promoting denser parking structures to reduce impervious coverage on lots with either residential or non-residential uses. However, they also provide additional clarification on the specific standards for accessory structures based on their type and use, which is something the current zoning ordinance does not fully identify. The amendments are tailored to minimize impacts of storage and parking structures on neighboring properties regardless of their location.

The cannabis dispensary specific sign regulations deletion will treat these businesses equally with most other permitted similar business types and reinforcing overall character compatibility.

3. **Whether the proposed amendment is appropriate considering the adequacy of public facilities and services available to this subject property;**

   Neither of these categorical text amendments would impact the provision of public facilities or services.

4. **Whether the proposed amendment will have an adverse effect on the value of properties throughout the jurisdiction; and**

   It is not anticipated the accessory structures' amendments will have any adverse effect on surrounding properties. Instead, the flexibility provided with these amendments encourages reinvestment in properties and can lead to new uses or improvements to existing uses that benefits the City and its residents.

   The cannabis dispensary specific sign regulation deletion should ease the operation of the limited number of such businesses permitted within the City.

5. **Whether the proposed amendment reflects responsible standards for development and growth.**

   The proposed text amendments facilitate a path towards responsible standards for development, growth and signage regulation clarity for all applicable uses and properties by establishing a clear and streamlined permitting path for additional parking, storage, and cannabis dispensaries by promoting a better design of all.

Assistant Director Mendel recommended the Board act this evening on the Cannabis Business Establishments section text amendment and then discuss the Building Design Review and Accessory Uses and Structures sections' text amendments, but take action at a future meeting.

Member Fowler asked why the current provision is complicated. Assistant Director Mendel stated the section was added in 2018 shortly after legalization at the state level and may have come from another code; staff may not have had the capacity at the time to structurally analyze its placement as we've determined it is often professional best practice to locate regulations within the applicable subject matter City Code section/chapter.

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Member Weaver moved and Member Fallico seconded a motion to recommend approval of the text amendment concerning cannabis dispensary signage as proposed by staff.

AYES: Weaver, Fowler, Zadrozny, Fallico, Catalano
NAYS: None
ABSTAIN: None

MOTION CARRIED

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CITY OF DES PLAINES

ORDINANCE Z - 13 - 26

AN ORDINANCE AMENDING SECTION 12-8-13 OF THE DES PLAINES ZONING ORDINANCE REGARDING CANNABIS ESTABLISHMENT SIGNAGE.

WHEREAS, the City of Des Plaines is a home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, the "Des Plaines Zoning Ordinance of 1998," as amended (***"Zoning Ordinance"***), is codified as Title 12 of the City Code of the City of Des Plaines (***"City Code"***); and

WHEREAS, Section 12-8-13 of the Zoning Ordinance regulates signage for Cannabis Business Establishment uses in the City (***"Cannabis Signage Regulations"***); and

WHEREAS, Chapter 11 of the Zoning Ordinance sets forth regulations applicable to all other signs within the City (***"City Sign Regulations"***); and

WHEREAS, the Illinois Cannabis Taxation and Regulation Act, 401 ILCS 705/1 *et seq.*, imposes various regulations regarding signage and advertising related to Cannabis Business Establishments that apply within the City (***"State Regulations"***); and

WHEREAS, in order to simplify the regulations applicable to Cannabis Business Establishment signs within the City, the City desires to amend Section 12-8-13 of the Zoning Ordinance to repeal the Cannabis Signage Regulations (***"Proposed Amendments"***) and regulate Cannabis Business Establishment signage via the State Regulations and the City Sign Regulations; and

WHEREAS, a public hearing by the City Planning and Zoning Board (***"PZB"***) to consider the Proposed Amendments was duly advertised in the *Des Plaines Journal* on May 6, 2026, and held by the PZB on May 26, 2026; and

WHEREAS, the PZB voted 5-0 to recommend approval of the Proposed Amendments; and

WHEREAS, the PZB forwarded its recommendation in writing to the City Council on June 1, 2026; and

WHEREAS, the City Council has considered the factors set forth in Section 12-3-7.E, titled "Standards for Amendments," of the Zoning Ordinance; and

WHEREAS, the City Council has determined that it is in the best interest of the City to adopt the Proposed Amendments and amend the Zoning Ordinance as set forth in this Ordinance;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Ordinance as the findings of the City Council.

SECTION 2. FINDING OF COMPLIANCE. The City Council finds that consideration of the Proposed Amendments complies with the provisions of Section 12-3-7 of Zoning Ordinance.

SECTION 3: CANNABIS BUSINESS ESTABLISHMENTS. Section 12-8-13, titled "Cannabis Business Establishments," of Chapter 8, titled "Accessory, Temporary, and Specific Use Regulations," of Title 12, titled "Zoning," of the Zoning Ordinance is hereby amended to read as follows:

"**12-8-13: CANNABIS BUSINESS ESTABLISHMENTS:**

~~A. Signage:~~

~~1. Signage for any cannabis business establishment shall be limited to one flat wall sign not to exceed fifty (50) square feet in area or the maximum allowable sign area as calculated in chapter 11 of this title, whichever is less, and one identification sign, which may include only the name and address of the business and may not exceed two (2) square feet in area; such signs may not be directly illuminated. Mandatory signage required by state or federal law will be permitted notwithstanding the requirements of this subsection A or chapter 11 of this title.~~

~~2. Electronic message boards and temporary signs, including window signs, are not permitted in connection with a cannabis business establishment.~~

~~3. Signage may not contain cannabis imagery such as cannabis leaves, plants, smoke, paraphernalia, or cartoonish imagery oriented toward youth, or any language referencing cannabis, marijuana, or other common colloquial terms for cannabis.~~

~~B~~ **A**. Lighting: Parking lot lighting for all cannabis business establishments must comply with the requirements of subsection 12-9-6G and section 12-12-10 of this title.

~~C~~ **B**. Hours of Operation: No cannabis dispensing organization may operate outside the hours of 10 am to 8 pm, Sunday through Saturday. No sale of cannabis may take place after 8 pm on any day.

~~D~~ **C**. Miscellaneous Operational Regulations:

* * *"

SECTION 4: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form according to law.

PASSED this _____ day of _____, 2026.

APPROVED this _____ day of _____, 2026.

VOTE: Ayes_____ Nays _____ Absent_____

_____
MAYOR

ATTEST:

_____
CITY CLERK

Published in pamphlet form this
____ day of _____, 2026.

Approved as to form:

_____
CITY CLERK

_____
Peter M. Friedman, City Attorney

DES PLAINES
ILLINOIS

FINANCE DEPARTMENT
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5300
desplainesil.gov

MEMORANDUM

Date: June 24, 2026

To: Dorothy Wisniewski, City Manager

From: Agata Kogut, Sr. Financial Analyst AK

Cc: Agnes Podbial, Director of Finance

Subject: Resolution R-163-26, July 6, 2026, Warrant Register

Recommendation: I recommend that the City Council approve the July 6, 2026, Warrant Register Resolution R-163-26.

Warrant Register……$6,918,355.84

Estimated General Fund Balance

Balance as of 04/30/2026: $18,805,562

Please use caution when evaluating this number as revenues fluctuate dramatically from month to month due to delays in receiving sales tax revenue from the State and 1st & 2nd installments of property tax revenue.

CITY OF DES PLAINES

RESOLUTION

R-163-26

Be it resolved by the City Council of the City of Des Plaines that the following bills are due and payable and that the Mayor and City Clerk be and are hereby authorized to make payment for same.

July 6, 2026

City of Des Plaines
Warrant Register 07/06/2026

Line #	Account		Vendor	Invoice	Invoice Description	Amount
Fund: 100 - General Fund						
1	1880	Due from Component Unit	2943 Crowe LLP	CI-318883	Auditing Services for Tax Year 2025 R-175-25	6,500.00
Elected Office						
Division: 110 - Legislative						
2	6000	Professional Services	8452 Anderson Legislative Consulting LTD	00062026	Lobbyist Services June 2026, R-144-25	6,420.00
3	6000	Professional Services	9260 Matthew O'Shea Consulting Inc	14	Lobbyist Services - May 2026 - R-139-25	5,750.00
4	6000	Professional Services	9261 J Alexander Hunt Inc	29202605	Lobbyist Services - May 2026, R-141-25	5,000.00
5	6000	Professional Services	9271 Taft Stettinius & Hollister LLP	7139359	Lobbyist Services - May 2026 - R-140-25	5,000.00
6	7550	Miscellaneous Expenses	1268 Northwest Municipal Conference	11387	5 Tickets to NWMC Annual Gala	375.00
Total 110 - Legislative						**22,545.00**
Division: 120 - City Clerk						
7	6195	Miscellaneous Contractual Services	1077 Shred-It USA LLC	8014520846	Shredding Services for 05/01-05/22/2026	74.89
8	6300	R&M Software	8843 Granicus LLC	230347	FOIA Public Records Software June 1, 2026-May 31, 2027	8,637.78
9	7200	Other Supplies	9496 Primo Brands	06F8760286728	Water Delivery Service 05/11-06/10/2026	8.00
10	7550	Miscellaneous Expenses	1268 Northwest Municipal Conference	11387	5 Tickets to NWMC Annual Gala	125.00
Total 120 - City Clerk						**8,845.67**
Total 10 - Elected Office						**31,390.67**
City Administration						
Division: 210 - City Manager						
11	6005	Legal Fees	8958 Robbins DiMonte Ltd	280512	Legal Fees - May 2026	7,597.50
12	6010	Legal Fees - Labor & Employment	1127 Clark Baird Smith LLP	3938	Legal Fees - May 2026	7,475.00
13	7550	Miscellaneous Expenses	1268 Northwest Municipal Conference	11387	5 Tickets to NWMC Annual Gala	125.00
Total 210 - City Manager						**15,197.50**
Division: 230 - Information Technology						
14	6300	R&M Software	1035 Dell Marketing LP	10879087937	1,000 Office 365 Extra File Storage Add-On	750.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
15	6300	R&M Software	8395 Sentinel Technologies, Inc	INV65489	ActiveDefense 5/1/2026-5/31/2026	4,871.10
16	7005	Printer Supplies	1820 Datasource Ink	27242	9 Toner Cartridges for City Printers	1,879.00
17	7200	Other Supplies	9496 Primo Brands	06F8760286728	Water Delivery Service 05/11-06/10/2026	49.97
18	7320	Equipment < $5,000	1026 CDW LLC	AF34D6C	Samsung 85in Q7F QLED 4K TV Monitor	1,378.00
19	7320	Equipment < $5,000	1026 CDW LLC	AG4PK8T	Returned Samsung 85in Q7F QLED 4K TV Monitor	(1,378.00)
20	7320	Equipment < $5,000	1026 CDW LLC	AG5AF8X	5 Poly CCX 400 Media Phone	1,608.00
21	7320	Equipment < $5,000	1026 CDW LLC	AG5KP3C	10 Poly CCX 400 Media Phone	3,216.00
22	7320	Equipment < $5,000	1026 CDW LLC	AG6JD7K	Returned 5 Poly CCX Media Phone	(1,608.00)
23	7320	Equipment < $5,000	1026 CDW LLC	AG6P88P	Returned 10 Poly CCX Media Phone	(3,216.00)
24	7320	Equipment < $5,000	1026 CDW LLC	AJ53E5I	I-PRO 5MP Vandal IR Camera	764.39
25	7320	Equipment < $5,000	1026 CDW LLC	AJ5NH2L	6 I-PRO 5MP Vandal IR Camera	4,586.34
26	7320	Equipment < $5,000	1026 CDW LLC	AJ64S9V	2 I-PRO Americas 2MP OTDR PTZ W/AI ENG	4,760.80
27	7320	Equipment < $5,000	1026 CDW LLC	AJ6ZR7N	20 Tripp 3-Ft Cat6, 20 Tripp 2-Ft Cat6	186.20
28	7320	Equipment < $5,000	1026 CDW LLC	AJ7FK7Z	Tripp 6-In Cat6	67.60
29	7320	Equipment < $5,000	1026 CDW LLC	AJ7FW6Y	3 I-PRO Adapter, 3 Wall Mount, 3 Vandal Dome	3,011.13
Total 230 - Information Technology						**20,926.53**
Division: 240 - Media Services						
30	6195	Miscellaneous Contractual Services	6622 EarthCam Inc	WS0408269752	Subscription - Downtown Video 05/08/2026-05/08/2027	6,195.00
Total 240 - Media Services						**6,195.00**
Division: 250 - Human Resources						
31	5340	Pre-Employment Testing	8533 Justifacts Credential Verification	420842	1 Pre-Employment Background Screening Services 5/14/2026	280.30
32	5345	Post-Employment Testing	1267 Northwest Community Hospital	39606	1 Probationary and 12 Fire Annual Testing 5/5-5/26/2026	66.00
33	5345	Post-Employment Testing	1267 Northwest Community Hospital	39720	1 Post-Employment Testing 05/21/2026	66.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
34	6100	Publication of Notices	1485 ILCMA - IL City/County Management Assoc	7062	Job Posting-Superintendent 6/12-7/2/26	50.00
35	6100	Publication of Notices	1485 ILCMA - IL City/County Management Assoc	7063	Job Posting-Water Operator 6/12-7/2/26	50.00
36	6105	Records Preservation	1370 Microsystems Inc	20260360	Scanning Services 5/29/2026 - Import for HR	724.24
37	6195	Miscellaneous Contractual Services	1077 Shred-It USA LLC	8014520846	Shredding Services for 05/01-05/22/2026	74.89
38	7200	Other Supplies	9496 Primo Brands	06F8760286728	Water Delivery Service 05/11-06/10/2026	117.42
Total 250 - Human Resources						**1,428.85**

Total 20 - City Administration	**43,747.88**

Department: 30 - Finance						
39	6000	Professional Services	2943 Crowe LLP	CI-318883	Auditing Services for Tax Year 2025 R-175-25	30,222.00
40	6105	Records Preservation	1370 Microsystems Inc	20260358	Records Preservation Scanning - Warrant 05/20/2026	309.00
41	6105	Records Preservation	1370 Microsystems Inc	20260397	Records Preservation Scanning - Warrant 06/03/2026	309.00
42	6110	Printing Services	1233 Press Tech Inc	57706	2,000 City Office #10 Window Envelopes 06/08/2026	404.00
43	6195	Miscellaneous Contractual Services	1077 Shred-It USA LLC	8014520846	Shredding Services for 05/01-05/22/2026	74.90
44	7000	Office Supplies	8690 ODP Business Solutions LLC	468323792001	White Card Stock	9.94
45	7000	Office Supplies	8690 ODP Business Solutions LLC	468325823001	Box of Spine Comb 1"	43.09
46	7200	Other Supplies	9496 Primo Brands	06F8760286728	Water Delivery Service 05/11-06/10/2026	117.42
Total 30 - Finance						**31,489.35**

Community Development						
Division: 410 - Building & Code Enforcement						
47	6000	Professional Services	6315 B&F Construction Code Services Inc	22464	May 2026 Inspection Services	9,058.35
48	6000	Professional Services	6315 B&F Construction Code Services Inc	71904	Plan Review 06/03/26 Project # 1137507	350.00
49	6000	Professional Services	6315 B&F Construction Code Services Inc	71945	Plan Review 06/05/26 Project # 1137531	350.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
50	6000	Professional Services	6315 B&F Construction Code Services Inc	71946	Plan Review 06/05/26 Project # 1137530	350.00
51	6000	Professional Services	6315 B&F Construction Code Services Inc	71963	Plan Review 06/08/26 Project # 1137546	1,805.00
52	6000	Professional Services	6315 B&F Construction Code Services Inc	71990	Plan Review 06/10/26 Project # 1137583	350.00
53	6000	Professional Services	6315 B&F Construction Code Services Inc	72009	Plan Review 06/11/26 Project # 1137587	915.00
54	6000	Professional Services	8629 Health Inspection Professionals Inc	955	May 2026 Health Inspections	9,530.00
55	6000	Professional Services	7647 Citywide Elevator Inspection Services Inc	DP7788	April/May 2026 Elevator Inspections	408.00
56	6195	Miscellaneous Contractual Services	3013 Clauss Brothers Inc	28678	Nuisance Abatement & Grass Cutting May 2026	5,222.81
57	7200	Other Supplies	9496 Primo Brands	06F8760286728	Water Delivery Service 05/11-06/10/2026	117.42
Total 410 - Building & Code Enforcement						**28,456.58**
Division: 420 - Planning & Zoning						
58	6000	Professional Services	9388 Thomas Engineering Group, LLC	22975	Potter Rd Traffic and Parking Review 04/30/2026	1,687.83
59	6000	Professional Services	9388 Thomas Engineering Group, LLC	23033	301 Oakton Traffic and Parking Review 05/31/2026	1,265.87
Total 420 - Planning & Zoning						**2,953.70**
Division: 430 - Economic Development						
60	6000	Professional Services	5215 CoStar Realty Information Inc	124201629	June 2026 Available Property Database	577.50
61	6000	Professional Services	1532 Des Plaines Chamber of Commerce & Industry	8503696202	April/May 2026 Retention Surveys	2,000.00
Total 430 - Economic Development						**2,577.50**
Total 40 - Community Development						**33,987.78**
Public Works & Engineering						
Division: 100 - Administration						
62	6000	Professional Services	9387 Blue Strike Environmental, Inc.	DES_006	Sustainability Plan Update - May 2026, R-218-25	10,300.80
Total 100 - Administration						**10,300.80**
Division: 510 - Engineering						
63	5320	Conferences	9287 Semanic, Thomas	Reimb 6/3-6/5/26	Reimb Miles/Hotel ILCMA 6/3-6/5/26 - Mgmt Analyst	493.88
64	7000	Office Supplies	1644 Warehouse Direct Inc	6162713-0	Batteries AA	45.89

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
65	7000	Office Supplies	1644 Warehouse Direct Inc	6163174-0	2 Ct of Paper	96.84
Total 510 - Engineering						**636.61**
Division: 520 - Geographic Information Systems						
66	6195	Miscellaneous Contractual Services	1060 Municipal GIS Partners Inc	8675	R-228-25 GIS Support Systems 5/1-5/31/2026	20,784.26
Total 520 - Geographic Information Systems						**20,784.26**
Division: 530 - Street Maintenance						
67	6135	Rentals	1484 Thompson Rental Station Inc	627404-3	Stump Grinder Rental - 06/02/2026	189.81
68	6170	Tree Maintenance	6555 Landscape Concepts Management Inc	75130	Stump Removal & Restoration - 01/12/2026, R-153-23	8,355.25
69	6170	Tree Maintenance	6555 Landscape Concepts Management Inc	75131	Branch Pickup - 60016 - 05/04/2026, R-153-23	13,820.00
70	6170	Tree Maintenance	6555 Landscape Concepts Management Inc	75136	Branch Pickup - 60018 - 05/18/2026, R-153-23	13,356.00
71	6170	Tree Maintenance	6555 Landscape Concepts Management Inc	75158	Tree Removals - 05/04/2026, R-153-23	14,564.75
72	6195	Miscellaneous Contractual Services	8826 Chem-Wise Pest Management	1465100	Pest Control - 656 Pearson - 06/04/2026	70.00
73	6195	Miscellaneous Contractual Services	9373 City Escape Garden and Design LLC	15966	Landscape Maintenance - Downtown - 05/31/2026, R-175-25	3,491.67
74	6195	Miscellaneous Contractual Services	5399 Beary Landscape Management	64883	Parkway Restoration - 660 Middleton - 05/13/2026	1,450.00
75	6195	Miscellaneous Contractual Services	5399 Beary Landscape Management	65544	Irrigation Startup - 05/07/2026	2,195.00
76	6195	Miscellaneous Contractual Services	5399 Beary Landscape Management	65545	Irrigation Repairs - Northwest Hwy - 05/16/2026	1,033.12
77	6195	Miscellaneous Contractual Services	5399 Beary Landscape Management	65546	Irrigation Repairs - 05/30/2026	2,280.50
78	6195	Miscellaneous Contractual Services	5399 Beary Landscape Management	65562	Greenspace Mowing - 05/07-05/30/2026, R-5-24	16,596.24
79	6195	Miscellaneous Contractual Services	5399 Beary Landscape Management	65563	Mulch Beds & Tree Rings - 05/13/2026, R-5-24	9,990.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
80	6195	Miscellaneous Contractual Services	5399 Beary Landscape Management	65564	Landscape Maintenance - 05/21/2026, R-5-24	6,288.00
81	6195	Miscellaneous Contractual Services	5399 Beary Landscape Management	65565	Hand Watering Service - 05/31/2026, R-5-24	1,456.00
82	6195	Miscellaneous Contractual Services	5399 Beary Landscape Management	65568	Fertilizer/Weed Applications - 04/07/2026, R-176-25	11,324.83
83	6195	Miscellaneous Contractual Services	5399 Beary Landscape Management	65580	Service Requests - May 2026	4,536.72
84	6195	Miscellaneous Contractual Services	7706 Lakeshore Recycling Systems LLC	PS707890	Street Sweeping - City Wide - 05/21/2026 R-154-24	23,000.00
85	6325	R&M Street Lights	1044 H&H Electric Co	48850	Streetlight Repair - 675 Pearson - 05/06/2026, R-41-25	2,966.04
86	6325	R&M Street Lights	1044 H&H Electric Co	48851	Streetlight Repairs - Various - 05/12/2026, R-41-25	2,915.70
87	6325	R&M Street Lights	1044 H&H Electric Co	48852	Streetlight Repair - Casino - 05/16/2026, R-41-25	886.96
88	7000	Office Supplies	1233 Press Tech Inc	57062	500 Return Envelopes	38.00
89	7000	Office Supplies	1644 Warehouse Direct Inc	6161135-0	Markers, Post Its, Pocket Files, Copy Paper - PW	35.15
90	7030	Supplies - Tools & Hardware	4177 Uline, Inc.	208855147	5 Heavy Duty Shovels	312.26
91	7030	Supplies - Tools & Hardware	1057 Menard Incorporated	68314	8 J-Hook Tie Downs	79.92
92	7030	Supplies - Tools & Hardware	1057 Menard Incorporated	71084	Valves, Nipples, Teflon Tape	29.96
93	7035	Supplies - Equipment R&M	1484 Thompson Rental Station Inc	627667-3	2 Propane Tanks	68.40
94	7050	Supplies - Streetscape	9333 Doty Nurseries LLC	191106	5 Ginkgo Trees - Downtown	1,825.00
95	7050	Supplies - Streetscape	4177 Uline, Inc.	206740328	6 Courtyard Trash Cans - Downtown	4,678.40
96	7050	Supplies - Streetscape	1347 Lurvey Landscape Supply	T1-10621909	1 Cu Yd Topsoil- Restorations - 05/26/2026	35.00
97	7050	Supplies - Streetscape	1347 Lurvey Landscape Supply	T1-10622840	4.0 Cu Yds Mulch - 05/29/2026	236.00
98	7050	Supplies - Streetscape	1347 Lurvey Landscape Supply	T1-10624352	5.0 Cu Yds Topsoil & Grass Seed - Restorations - 06/03/2026	240.00
99	7050	Supplies - Streetscape	1347 Lurvey Landscape Supply	T1-10624613	7.0 Cu Yds Topsoil & Grass Seed - 06/04/2026	375.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
100	7055	Supplies - Street R&M	7691 Builders Asphalt LLC	184345	3.42 Tons Asphalt - 02/19/2026	632.70
101	7055	Supplies - Street R&M	7691 Builders Asphalt LLC	184775	13.38 Tons Asphalt - 04/08/2026	923.22
102	7055	Supplies - Street R&M	7691 Builders Asphalt LLC	184845	3.18 Tons Asphalt - 04/09/2026	219.42
103	7055	Supplies - Street R&M	7691 Builders Asphalt LLC	185085	1.11 Tons Asphalt - 04/14/2026	76.59
104	7055	Supplies - Street R&M	7691 Builders Asphalt LLC	185211	1.57 Tons Asphalt - 04/16/2026	108.33
105	7055	Supplies - Street R&M	1043 WW Grainger Inc	9932612436	Screws & Streetlight	206.35
106	7055	Supplies - Street R&M	1043 WW Grainger Inc	9937084789	Utility Rebate	(55.00)
107	7055	Supplies - Street R&M	1192 Sherwin Industries Inc	SS111527	Barricade Parts	485.15
108	7200	Other Supplies	8244 Des Plaines Ace Hardware	8650	2 Multi LED Light Strings	54.38
109	7200	Other Supplies	8244 Des Plaines Ace Hardware	8653	Returned Light Strings	(54.38)
110	7300	Uniforms	2067 Cutler Workwear	PS-INV059038	Safety Boots - Quartermaster	211.45
111	7300	Uniforms	2067 Cutler Workwear	PS-INV060981	Work Boots - Quartermasters	188.95
Total 530 - Street Maintenance						**151,716.84**

Division: 535 - Facilities & Grounds Maintenance						
112	6195	Miscellaneous Contractual Services	1742 Fredriksen Fire Equipment Co	104418	Fire Extinguisher Filing Fee 06/15/2026	180.00
113	6195	Miscellaneous Contractual Services	1029 Cintas Corporation	4270868649	Mat Service - Police Station - 05/29/2026	97.71
114	6195	Miscellaneous Contractual Services	1029 Cintas Corporation	4270868650	Mat Service - Metra Train Station - 05/29/2026	41.83
115	6195	Miscellaneous Contractual Services	1029 Cintas Corporation	4271616873	Mat Service - Metra Train Station - 06/05/2026	43.09
116	6195	Miscellaneous Contractual Services	1029 Cintas Corporation	4272366872	Mat Service - Metra Train Station - 06/12/2026	43.09
117	6195	Miscellaneous Contractual Services	1029 Cintas Corporation	4272366888	Mat Service - Police Station - 06/12/2026	100.65
118	6195	Miscellaneous Contractual Services	9023 Granite Telecommunications LLC	748782730	Elevator Communication Service - City Hall - 06/01/2026	326.27

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
119	6315	R&M Buildings & Structures	8208 Digicom Incorporated	1830	Station Alerting Equipment - Fire Station #62 - 06/10/2026	3,875.00
120	6315	R&M Buildings & Structures	7812 Michael's Signs Inc	18826	Sign Install - City Hall - 06/05/2026	2,545.00
121	6315	R&M Buildings & Structures	7812 Michael's Signs Inc	18830	Sign Install - City Hall - 06/05/2026	3,500.00
122	6315	R&M Buildings & Structures	7146 JOS Services Inc	20189	TO #6 Sanitary Drain & Water Supply Install - FS#61 - 05/12/2026	7,795.00
123	6315	R&M Buildings & Structures	9517 Libertyville Tile & Carpet, Ltd.	28385	Floor Prep - City Hall - 05/28/2026	4,355.00
124	6315	R&M Buildings & Structures	1135 Colley Elevator Co	301623	Elevator Repair - Theater - 05/31/2026	325.00
125	6315	R&M Buildings & Structures	9442 Premier Woodworking Concepts, Ltd.	5052	Transaction Counter - City Hall - 04/06/2026	18,890.00
126	6315	R&M Buildings & Structures	8772 Helm Service	CHI209364	HVAC Repair - Theater - 05/24/2026	600.14
127	6315	R&M Buildings & Structures	2350 Anderson Elevator Co	INV-118228-S8M0	Elevator Inspections - CH, PD, Metro, Library - June 2026	184.00
128	6315	R&M Buildings & Structures	2350 Anderson Elevator Co	INV-118228-S8M0	Elevator Inspections - CH, PD, Metro, Library - June 2026	509.00
129	6315	R&M Buildings & Structures	2350 Anderson Elevator Co	INV-118654-H0J2	Elevator Repair - City Hall - 05/14/2026	742.00
130	7000	Office Supplies	1233 Press Tech Inc	57062	500 Return Envelopes	38.00
131	7000	Office Supplies	1644 Warehouse Direct Inc	6161135-0	Markers, Post Its, Pocket Files, Copy Paper - PW	35.15
132	7025	Supplies - Custodial	1028 Case Lots Inc	31213	Paper Towels & Toilet Tissue - City Hall	1,879.00
133	7025	Supplies - Custodial	1029 Cintas Corporation	4271616841	Cleaners, Paper Towels, Air Freshener, Soap, Mat, Etc. - PW	289.74
134	7025	Supplies - Custodial	1029 Cintas Corporation	4272366848	Cleaners, Paper Towels, Soap, Mat, Scrubs, Etc. - PW	352.56
135	7025	Supplies - Custodial	1028 Case Lots Inc	7838	Paper Towels & Hot Cups - City Hall	1,645.80
136	7030	Supplies - Tools & Hardware	1047 Home Depot Credit Svcs	0392961	Outlet Kit, Reduce Washers, Kwik Seal	46.08
137	7030	Supplies - Tools & Hardware	1047 Home Depot Credit Svcs	9072808	2 Storage Totes - PW	17.96
138	7030	Supplies - Tools & Hardware	1047 Home Depot Credit Svcs	9620342	Screwdriver Set - PW	39.97
139	7030	Supplies - Tools & Hardware	1043 WW Grainger Inc	9948640439	18 Gloves - PW	3.24

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
140	7035	Supplies - Equipment R&M	1047 Home Depot Credit Svcs	7523495	Surface Mount	4.98
141	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	0072343	Exit Light Supplies - Fire Station #61	47.29
142	7045	Supplies - Building R&M	1557 Abt Electronics & Appliances	0521601JNAD	50" QLED TV - City Hall	984.00
143	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	1072238	Camera Supplies - Fire Station #63	144.00
144	7045	Supplies - Building R&M	1018 Anderson Lock Company LTD	1197473	Door Hardware - City Hall	70.67
145	7045	Supplies - Building R&M	1018 Anderson Lock Company LTD	1197843	Passage Lever - PW	91.21
146	7045	Supplies - Building R&M	1018 Anderson Lock Company LTD	1197844	2 Indicator Locks - City Hall	2,036.20
147	7045	Supplies - Building R&M	9459 Edge Construction and Consulting, Inc.	15922	Temporary Wall - Fire Station #62	4,117.70
148	7045	Supplies - Building R&M	8208 Digicom Incorporated	1830	Station Alerting Equipment - Fire Station #62 - 06/10/2026	1,285.00
149	7045	Supplies - Building R&M	9248 Ferguson Enterprises LLC	1842754	Plumbing Material - City Hall	404.26
150	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	2080780	Camera Supplies - Fire Station #63	99.94
151	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	2191213	Returned Nipples - Fire Station #63	(24.42)
152	7045	Supplies - Building R&M	9365 Ergotect Corporation	238926	TV Mounts - City Hall	1,785.35
153	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	4604127	Doorstops, Swivel Bolt Snaps, Spring Mounts - City Hall	37.86
154	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	5073440	Ice Maker Repair Supplies - Fire Station #61	17.25
155	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	6081230	Electrical Supplies - PW	449.89
156	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	6614813	Electrical Supplies - PW	579.70
157	7045	Supplies - Building R&M	1057 Menard Incorporated	70467	Flanges & Nipples - Fire Station #63	219.09
158	7045	Supplies - Building R&M	1057 Menard Incorporated	70477	Returned Nipples - Fire Station #63	(63.69)
159	7045	Supplies - Building R&M	1057 Menard Incorporated	70478	Nipples & Pipes - Fire Station #63	229.90
160	7045	Supplies - Building R&M	1057 Menard Incorporated	70520	Nipples, Pipes, Struts - Fire Station #63	215.59
161	7045	Supplies - Building R&M	1057 Menard Incorporated	70524	Toggle Bolts, Studbuddy, Drill Bits, Flip Toggle - City Hall	66.07

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
162	7045	Supplies - Building R&M	1057 Menard Incorporated	70546	2 Galvanized Couplings - Fire Station #63	10.18
163	7045	Supplies - Building R&M	1057 Menard Incorporated	70685	Couplings, Broom, Dustpan - Fire Station #63	39.84
164	7045	Supplies - Building R&M	1057 Menard Incorporated	70731	Sand, Brush Plate, Bracket, Flip Toggle - City Hall	44.95
165	7045	Supplies - Building R&M	1057 Menard Incorporated	70740	Screwdriver, Batteries, Washers, Tape, Bulbs - City Hall	126.74
166	7045	Supplies - Building R&M	1057 Menard Incorporated	70743	Cleanout Cover & Drill Bits - City Hall	11.46
167	7045	Supplies - Building R&M	1057 Menard Incorporated	70746	Extension Cord - PW	6.24
168	7045	Supplies - Building R&M	1057 Menard Incorporated	70748	Cable Ties - Fire Station #63	6.99
169	7045	Supplies - Building R&M	1057 Menard Incorporated	70915	Door Remote - Civic Deck	31.98
170	7045	Supplies - Building R&M	1057 Menard Incorporated	70929	Returned Door Remote - Civic Deck	(31.98)
171	7045	Supplies - Building R&M	1057 Menard Incorporated	71226	Duct Tape - PD	7.19
172	7045	Supplies - Building R&M	1057 Menard Incorporated	71270	Paint Brush, Paint, Sponge, Pail - Fire Station #63	35.02
173	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	7521830	Black & Galvanized Nipples - Fire Station #63	117.24
174	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	7602570	Plumbing Supplies - City Hall	81.23
175	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	8071125	Washers, Bolts, Nuts, Hex Bolts - Fire Station #63	122.22
176	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	9072809	8 Paint Strainers	14.52
177	7045	Supplies - Building R&M	1043 WW Grainger Inc	9944977454	24 Air Filters - PW	151.44
178	7045	Supplies - Building R&M	5969 Security Equipment Supply Inc	INV-9001193443	Paxton Units - PW	3,979.39
179	7045	Supplies - Building R&M	5969 Security Equipment Supply Inc	INV-9001213629	Wiegand Activation Card - PW	145.74
180	7045	Supplies - Building R&M	7562 South Side Control Supply Company	S101099340.001	Oval Run Capacitor - History Center	6.44
181	7200	Other Supplies	1057 Menard Incorporated	70930	12 Cases Bottled Water - City Hall	41.76
Total 535 - Facilities & Grounds Maintenance						**66,246.69**

Division: 540 - Vehicle Maintenance						
182	5310	Membership Dues	1435 Municipal Fleet Managers Assoc	26-018	MFMA 2026 Membership Fees - PW Shop Foreman	50.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
183	6115	Licensing/Titles	8938 James Drive Safety Lane LLC	INV-2001	Safety Lane Inspections - PW	533.00
184	6135	Rentals	1029 Cintas Corporation	4266800773	Mechanic's Uniform Rental - 04/22/2026	263.21
185	6135	Rentals	1029 Cintas Corporation	4270637212	Mechanic's Uniform Rental - 05/28/2026	263.21
186	6135	Rentals	1029 Cintas Corporation	4270868721	Mechanic's Uniform Rental - 05/29/2026	387.56
187	6135	Rentals	1029 Cintas Corporation	4271411607	Mechanic's Uniform Rental - 06/03/2026	263.21
188	6135	Rentals	1029 Cintas Corporation	4272065916	Mechanic's Uniform Rental - 06/10/2026	263.21
189	6195	Miscellaneous Contractual Services	8481 Linde Gas & Equipment Inc	56826802	Cylinder Rental - 04/20-05/20/2026	1,545.04
190	6195	Miscellaneous Contractual Services	8854 Ford Motor Co.	INV46534490	Ford Telematics & Dash Cam - May 2026	40.00
191	6310	R&M Vehicles	1643 Golf Mill Ford	961876	Key & Programming - PD 6115 - 06/05/2026	399.90
192	6310	R&M Vehicles	6598 Cummins Inc	F2-260566800	Engine Repair - FD 7707 - 05/28/2026	3,164.91
193	7000	Office Supplies	1233 Press Tech Inc	57062	500 Return Envelopes	38.00
194	7000	Office Supplies	1644 Warehouse Direct Inc	6161135-0	Markers, Post Its, Pocket Files, Copy Paper - PW	35.15
195	7035	Supplies - Equipment R&M	1085 Alexander Equipment Company Inc	226374	Chipper Repair - PW 5134 - 05/29/2026	62.09
196	7035	Supplies - Equipment R&M	6224 Bumper to Bumper	408-1451914	Breakaway Kit - PD 6509	68.99
197	7035	Supplies - Equipment R&M	9262 NAPA Auto Parts	952074	Filters & Oil - FD7303	63.69
198	7035	Supplies - Equipment R&M	9262 NAPA Auto Parts	955804	2 Filters - PW 5132	35.72
199	7040	Supplies - Vehicle R&M	1078 Acme Truck Brake & Supply Co	01_537170	6 Back Up Lights - FD 7801	78.48
200	7040	Supplies - Vehicle R&M	4330 City Limits Systems Incorporated	14393	Prowash - PW Stock	668.75
201	7040	Supplies - Vehicle R&M	1671 Terminal Supply Company	18628-00	Packard Connector, Relay, Pull, Sponges, Sandpaper - PW Stock	336.14
202	7040	Supplies - Vehicle R&M	3518 O'Reilly Auto Parts	2479-286656	Strut, Ball Joint, Etc.	266.55
203	7040	Supplies - Vehicle R&M	3518 O'Reilly Auto Parts	2479-286743	Returned Ball Joint & Strut	(266.55)

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
204	7040	Supplies - Vehicle R&M	9188 Chicago Parts & Sound Enterprises LLC	40V0135834	Brake Rotor - PD Stock	130.82
205	7040	Supplies - Vehicle R&M	9188 Chicago Parts & Sound Enterprises LLC	40V0140089	Valve, Coil Assembly, Filter, Rotors, Etc. - PD Stock	578.53
206	7040	Supplies - Vehicle R&M	1643 Golf Mill Ford	614626P	Lower Seat Cushion - PW 5101	260.36
207	7040	Supplies - Vehicle R&M	1643 Golf Mill Ford	614788P	Muffler, Gasket, Stud - PW 2043	1,333.20
208	7040	Supplies - Vehicle R&M	1643 Golf Mill Ford	614930P	Seat Pad - PW 5101	118.34
209	7040	Supplies - Vehicle R&M	1643 Golf Mill Ford	615166P	Control Arm Nuts - PW 2043	29.60
210	7040	Supplies - Vehicle R&M	1476 Fleet Safety Supply	86360	LED Lights - FD 7607	249.70
211	7040	Supplies - Vehicle R&M	9262 NAPA Auto Parts	956393	Returned Brake Rotors - PW 5101	(307.30)
212	7040	Supplies - Vehicle R&M	9262 NAPA Auto Parts	956730	Brake Kit - PD 6928	169.97
213	7040	Supplies - Vehicle R&M	9262 NAPA Auto Parts	956938	Filters - PW Stock	357.20
214	7040	Supplies - Vehicle R&M	9262 NAPA Auto Parts	956978	Brake Pads - PW 5118	157.83
215	7040	Supplies - Vehicle R&M	9262 NAPA Auto Parts	957057	Brake Rotors, Pads, Kit - PD Stock	516.23
216	7040	Supplies - Vehicle R&M	9262 NAPA Auto Parts	957058	Fuel Nozzle Swivel - PW 5090	61.85
217	7040	Supplies - Vehicle R&M	1643 Golf Mill Ford	CM612011P	Returned Gaskets & Seals - PW 5905	(117.07)
218	7040	Supplies - Vehicle R&M	9150 Standard Equipment	P10977	Sweeper Broom - PW 5085	597.53
219	7040	Supplies - Vehicle R&M	8104 MacQueen Emergency Group	P39323	Window Regulator - FD 7606	393.50
220	7040	Supplies - Vehicle R&M	5035 Northwest Trucks Inc	X101261833:01	2 Fuel Tank Straps - PW 5090	289.98
221	7120	Gasoline	1014 Al Warren Oil Company Inc	W1850087	5,000 Gals Unleaded Gasoline - 06/04/2026, R-217-25	13,103.76
222	7130	Diesel	1014 Al Warren Oil Company Inc	W1850088	2,002 Gals Bio Diesel Fuel - 06/04/2026, R-217-25	5,450.99
Total 540 - Vehicle Maintenance						**31,935.28**

Total 50 - Public Works & Engineering	**281,620.48**

Police Department						
Division: 610 - Uniformed Patrol						
223	7200	Other Supplies	2509 Lynn Peavey Co	427756	2 Drug Tests	57.28
224	7200	Other Supplies	8243 Mallory Safety & Supply LLC	6430087	2 Cases of Nitrile Gloves	250.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
225	7200	Other Supplies	8243 Mallory Safety & Supply LLC	6430139	10 Cases of Prisoner Blankets	1,595.00
226	7300	Uniforms	1244 Ray O'Herron Company Inc	2480548	Replacement Uniform for SGT	68.36
Total 610 - Uniformed Patrol						**1,970.64**
Division: 620 - Criminal Investigation						
227	6110	Printing Services	1233 Press Tech Inc	57695	1 Box of Business Cards 6/8/2026	30.00
228	6195	Miscellaneous Contractual Services	1572 LexisNexis Risk Solutions	1100313383	Investigations Database 5/1-5/31/2026	307.65
229	6195	Miscellaneous Contractual Services	1683 Thomson Reuters	853676181	Investigations Database 5/1-5/31/2026	453.49
230	6195	Miscellaneous Contractual Services	8722 Pen-Link Ltd	INV-0000013365	Investigations Database 5/1/2026-5/1/2027	999.00
Total 620 - Criminal Investigation						**1,790.14**
Division: 630 - Support Services						
231	6000	Professional Services	5975 Aero Removals Trisons Inc	112816Q	Removal and Transport of 5 Deceased May 2026	2,175.00
232	6015	Communication Services	1139 Cook County of Illinois	10/21/2025	Wan & CABS Maintenance 1/1-12/31/2025	546.70
233	6035	Dispatch Services	9194 Cook County ETSB	MarAprMay26	R-208-23 Emergency Dispatch Services 3/1-5/31/2026	296,298.15
234	6110	Printing Services	1233 Press Tech Inc	57721	1 Box of Business Cards 6/8/2026	30.00
235	6185	Animal Control	4125 Golf Rose Boarding & Grooming	06012026	Stray Animal Impoundment May 2026 (7)	1,466.01
236	6190	Tow/Storage/Abandoned Fees	1567 Schimka Auto Wreckers, Inc	6/1/2026	May 2026 Towing Services (8)	320.00
237	6195	Miscellaneous Contractual Services	8566 Andy Frain Services Inc	395981	2026 Crossing Guard Services 5/1-5/31/2026 R-55-26	41,200.38
238	6195	Miscellaneous Contractual Services	1077 Shred-It USA LLC	8014520846	Shredding Services for 05/01-05/22/2026	374.51
239	6310	R&M Vehicles	1745 Suburban Accents Inc	38232	Installation of Front Bumper Squad #69 6/5/2026	35.00
240	7000	Office Supplies	1644 Warehouse Direct Inc	6157389-0	Copy Paper	478.50
241	7015	Supplies - Police Range	1244 Ray O'Herron Company Inc	2481460	10,000 Rds of 5.56MM Ammunition	4,370.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
242	7200	Other Supplies	9496 Primo Brands	06F8760286728	Water Delivery Service 05/11-06/10/2026	376.24
243	7200	Other Supplies	1018 Anderson Lock Company LTD	1197874	5 Special Cut Keys	54.49
244	8000	Computer Software	8154 DACRA Tech LLC	2026-05-047	Dacra Software Licensing 5/1-5/31/2026	3,350.00
245	8000	Computer Software	3154 Porter Lee Corporation	33494	Annual Evidence Software Support July 2026-June 2027	1,265.00
Total 630 - Support Services						**352,339.98**

Total 60 - Police Department	**356,100.76**

Fire Department						
Division: 100 - Administration						
246	7000	Office Supplies	1644 Warehouse Direct Inc	6160316-0	1 Box Copy Paper - City Hall	53.76
247	7000	Office Supplies	1644 Warehouse Direct Inc	6162388-0	1 Box AA Batteries, 1 Box AAA Batteries - City Hall	29.63
248	7200	Other Supplies	9496 Primo Brands	06F8760286728	Water Delivery Service 05/11-06/10/2026	60.46
249	7300	Uniforms	3212 On Time Embroidery Inc	154409	1 Shirt - Support Staff	79.00
Total 100 - Administration						**222.85**

Division: 710 - Emergency Services						
250	5310	Membership Dues	4282 Buffalo Grove, Village of	2026-00000006	CPR Training Center Annual Fee - 2026	300.00
251	5345	Post-Employment Testing	1267 Northwest Community Hospital	39606	1 Probationary and 12 Fire Annual Testing 5/5-5/26/2026	4,656.00
252	6015	Communication Services	9023 Granite Telecommunications LLC	748728217	Communication Call Boxes Stations 61, 62, 63 - May 2026	256.20
253	6035	Dispatch Services	5973 Emergency Twenty Four Inc	48167	Elevator Alarm Dispatch Fees - May 2026	888.00
254	6305	R&M Equipment	1080 Air One Equipment Inc	236765	3 SCBA Hydrotest Service and Repairs - 05/12/2026	441.17
255	6305	R&M Equipment	1080 Air One Equipment Inc	237288	4 SCBA Decontaminations, 13 SCBA Repairs, 3 Flow Tests-06/02/26	588.56
256	6305	R&M Equipment	9521 Gemco Repair LLC	272	Aerial Ladder Inspection - Tower 61 - 06/01/2026	1,770.00
257	6305	R&M Equipment	1118 Chicago Communications LLC	369941	Radio Repair - Ambulance 63 - 05/08/2026	1,042.50
258	6305	R&M Equipment	1118 Chicago Communications LLC	369943	Radio Repair - Engine 62 - 05/13/2026	110.00
259	6315	R&M Buildings & Structures	1525 Hastings Air-Energy Control Inc	PS-I0018684	Service Call @ Station 63 - 05/19/2026	4,857.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
260	7000	Office Supplies	1644 Warehouse Direct Inc	6159762-0	6 Boxes AA Batteries	89.10
261	7025	Supplies - Custodial	1043 WW Grainger Inc	9933136294	3 Boxes Garbage Bags, 3 Cases Paper Towels, 2 Packs Hand Soap	464.83
262	7025	Supplies - Custodial	1043 WW Grainger Inc	9949526959	1 Pack Hand Soap, 12 Cans Cleaner, Misc. Custodial Supplies	646.49
263	7200	Other Supplies	1571 Welding Industrial Supply	3540267	6 Oxygen Cylinders	186.87
264	7200	Other Supplies	1571 Welding Industrial Supply	R03543291	16 Cylinders - May 2026	201.14
265	7300	Uniforms	3212 On Time Embroidery Inc	153368	3 Shirts - Paramedic	162.00
266	7300	Uniforms	3212 On Time Embroidery Inc	153448	Quartermaster Stock	216.00
267	7300	Uniforms	3212 On Time Embroidery Inc	153988	1 Sweatshirt, 1 Cap, 1 Hat - Paramedic	116.00
268	7300	Uniforms	3212 On Time Embroidery Inc	154274	2 Caps, 1 Shirt - Engineer	145.00
269	7300	Uniforms	3212 On Time Embroidery Inc	154276	1 Raincoat - Paramedic	73.00
270	7300	Uniforms	3212 On Time Embroidery Inc	154311	1 Jacket - Paramedic	79.00
271	7300	Uniforms	3212 On Time Embroidery Inc	154597	1 Cap, 1 Pair of Shorts - Engineer	105.00
272	7300	Uniforms	3212 On Time Embroidery Inc	154621	1 Cap - Battalion Chief	33.00
273	7300	Uniforms	3212 On Time Embroidery Inc	154719	8 Shirts, 1 Pair of Shorts - Paramedic	324.00
274	7300	Uniforms	3212 On Time Embroidery Inc	154786	2 Shirts, 2 Pairs of Pants - Lieutenant	190.00
275	7300	Uniforms	3212 On Time Embroidery Inc	154919	1 Cap, 1 Pair of Boots - Paramedic	232.00
276	7300	Uniforms	3212 On Time Embroidery Inc	154924	1 Raincoat - Battalion Chief	159.00
277	7300	Uniforms	3212 On Time Embroidery Inc	155139	1 Cap - Paramedic	33.00
278	7300	Uniforms	3212 On Time Embroidery Inc	S 154305	Quartermaster Stock	506.00
279	7320	Equipment < $5,000	1148 WS Darley & Co	17586678	2 Pairs of Boots	1,021.35
280	7320	Equipment < $5,000	1080 Air One Equipment Inc	237049	7 Helmets	2,975.00
Total 710 - Emergency Services						**22,867.21**

Division: 720 - Fire Prevention						
281	7000	Office Supplies	1644 Warehouse Direct Inc	6128145-0	1 Box Copy Paper - City Hall	53.76

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
282	7200	Other Supplies	9496 Primo Brands	06F8760286728	Water Delivery Service 05/11-06/10/2026	49.97
283	7300	Uniforms	3212 On Time Embroidery Inc	153375	1 Pair of Boots, 2 Shirts - Inspector	301.00
Total 720 - Fire Prevention						**404.73**
Total 70 - Fire Department						**23,494.79**
Department: 75 - Fire & Police Commission						
284	5340	Pre-Employment Testing	1483 Personnel Evaluation Inc	57809	PD PEP - Pep Billing 5/01/26-5/31/26	250.00
285	6100	Publication of Notices	3399 Blue Line, The	48946	Entry Level PD Recruitment Listing 5/26-6/26/26	348.00
286	6100	Publication of Notices	3399 Blue Line, The	48947	Firefighter-Paramedic Recruitment Listing 5/26-6/26/2026	348.00
Total 75 - Fire & Police Commission						**946.00**
Department: 90 - Overhead						
287	6500	Subsidy - Historical Museum	1717 Des Plaines Historical Society	2026	2026 Subsidy for the Historical Society R-144-26	100,000.00
Total 90 - Overhead						**100,000.00**
Total 100 - General Fund						**909,277.71**
Fund: 208 - TIF #8 Oakton						
288	6195	Miscellaneous Contractual Services	1081 Albrecht Enterprises Inc	5506	Demolition Services - 1032-1062 Lee - 06/06/2026, R-11-26	78,700.00
Total 208 - TIF #8 Oakton						**78,700.00**
Fund: 260 - Asset Seizure Fund						
Program: 2620 - DEA						
289	5310	Membership Dues	1265 NIPAS Northern Illinois Police Alarm Syst	0000000107	Nipas Membership, EST, MFF 5/1/2026-5/1/2027	6,955.00
290	5325	Training	9505 Vivo, Victor	Reimb 5/10-5/14	Reimb Meals TRT Advanced Week 5/10-5/14/2026 - Patrol Officer	414.00
291	5325	Training	7280 Kolk, Ryan	Reimb 5/10-5/14	Reimb Meals TRT Advanced Week 5/10-5/14/2026 - Patrol Officer	414.00
292	5325	Training	7281 Azar, Jack	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
293	5325	Training	7369 Nelson, Jennifer	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
294	5325	Training	7757 Alonso, Daniel	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Detective	506.00
295	5325	Training	5490 Galvan, Alfonso	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
296	5325	Training	5491 Armstrong, Jimmy	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Sergeant	506.00
297	5325	Training	9274 Cirone, Jonathon	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
298	5325	Training	9284 Pena, Andrew	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
299	5325	Training	9285 Sciaccotta, Anthony	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
300	5325	Training	9360 Duda, Bartosz	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
301	5325	Training	9082 Birholtz, Joseph	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
302	5325	Training	8727 Jeon, Dale	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
303	5325	Training	8776 Leon, Reyler	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
304	5325	Training	8858 Murray, Bradley	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
305	5325	Training	8872 Birch, Steven	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
306	5325	Training	8720 Cerasa, Matthew M	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
307	5325	Training	3715 Chapman, Michael	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Commander	506.00
308	5325	Training	3757 Oppegard, Michael	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Commander	506.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
309	5325	Training	3760 Gitzinger, John	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Commander	506.00
310	5325	Training	3764 Bjork, Erik	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
311	5325	Training	3766 Contreras, Andres	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Sergeant	506.00
312	5325	Training	3769 Hart, Brian	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Commander	506.00
313	5325	Training	9506 Mora, Issac	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
314	5325	Training	9507 Hammar, Steve	Reimb 5/10-5/15	Reimb Meals TRT Advanced Week 5/10-5/15/2026 - Patrol Officer	506.00
315	7300	Uniforms	1212 Streicher' Inc	I1829057	2 Helmets for TRT	3,098.00
316	7300	Uniforms	1212 Streicher' Inc	I1830730	3 Hyper X Tactical Vests for TRT	9,346.92
317	7300	Uniforms	1212 Streicher' Inc	I1830733	1 Level III Ballistic Vest for TRT	2,896.00
318	7320	Equipment < $5,000	1018 Anderson Lock Company LTD	1197783	Gun Safe for Dist 59 SRO 6/10/2026	1,188.00
319	7320	Equipment < $5,000	1212 Streicher' Inc	I1829475	1 Helmet for NIPAS Officer	1,499.00
320	7320	Equipment < $5,000	8725 Enviro Safety Products	INV697399	Peltor Communication Headset and 3 Adaptors for TRT	2,020.00
321	8020	Vehicles	9455 Olathe Ford Sales, Inc.	163256	2026 Chrysler Pacifica (DEA TFO) R-60-26	48,331.00
Total 2620 - DEA						**87,799.92**

Total 260 - Asset Seizure Fund	**87,799.92**

Fund: 400 - Capital Projects Fund						
322	6000	Professional Services	1199 Spaceco Inc	105097	R-47-26 Spaceco TO #2 2026 ENG Services 4/26-5/30/26	22,800.00
323	6000	Professional Services	1079 AECOM Technical Services Inc	2001148793	TO#2 - 2025 Professional Eng Svcs R-32-25, 3/28-4/24/26	13,312.31
324	6000	Professional Services	1126 Civiltech Engineering Inc	56892	TO #6 Active Transportation Plan R-225-23, 8/30/25-1/30/26	3,701.60
325	6000	Professional Services	1126 Civiltech Engineering Inc	57450	TO#6 Active Transportation Plan R-225-23, 4/25-5/29/26	410.20

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
326	6000	Professional Services	1165 Union Pacific Railroad Company	90163930	R-146-23 Prelim Eng Services - Algonquin Rd GS - 1/14/26-5/2/2026	3,179.25
327	8100	Improvements	3691 A Lamp Concrete Contractors Inc	2025-WM-P6	2025 CIP Water Main Improvements R-130-25, 5/7-6/11/26	757,689.66
Total 400 - Capital Projects Fund						**801,093.02**
Fund: 410 - Equipment Replacement Fund						
Department: 60 - Police Department						
328	8015	Equipment	1045 Havey Communications	15216	Task Order #2 Upfit Squads 54 5/28/2026	9,878.00
329	8015	Equipment	1045 Havey Communications	15229	Task Order #2 Upfit Squad 62 6/8/2026	9,919.90
330	8020	Vehicles	1745 Suburban Accents Inc	38154	Squad 61 Graphics and Lettering 5/21/2026	550.00
Total 60 - Police Department						**20,347.90**
Total 410 - Equipment Replacement Fund						**20,347.90**
Fund: 420 - IT Replacement Fund						
331	8005	Computer Hardware	1035 Dell Marketing LP	10877352379	2 Dell Pro 32 Plus QHD USB-C Hub Monitor-P3225DE	927.98
332	8005	Computer Hardware	1035 Dell Marketing LP	10877554927	10 Dell Pro Thunderbolt 4 Smart Dock SD25TB4	2,849.90
333	8005	Computer Hardware	1035 Dell Marketing LP	10878453355	10 Dell Pro Thunderbolt 5 Dock	3,678.10
334	8005	Computer Hardware	1035 Dell Marketing LP	10878476223	10 Dell Pro P 24 Monitor-P2426H	1,282.40
335	8005	Computer Hardware	1035 Dell Marketing LP	10878820816	Laptop for Director PW & ENG	2,782.06
Total 420 - IT Replacement Fund						**11,520.44**
Fund: 430 - Facilities Replacement Fund						
336	6000	Professional Services	5659 V3 Companies of Illinois Ltd	10626076	Alta Survey - 300 Northwest Hwy - 05/31-06/27/2026	4,100.00
337	6000	Professional Services	9405 Affordable Technology Solutions, Inc.	1109	Utility Project Management - Fire Station #62 - 05/29/2026	1,150.00
338	6000	Professional Services	9390 Construction Technology Laboratories Inc	202025	Design & Engineering - 678 Lee - 05/31/2026, R-62-26	20,000.00
339	6000	Professional Services	7661 FGM Architects Inc	24-4117.03-1	Construct Admin Services - FS #62 - 04/25-05/22/2026, R-104-26	19,950.00
340	6000	Professional Services	7661 FGM Architects Inc	25-4199.02-3	TO#19 Design Services - PW Addition - 04/25-05/22/2026, R-235-25	49,375.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
341	6000	Professional Services	9337 Pope Design Group	260652	TO#1 Design & Engineering - 678 Lee - 05/31/2026, R-154-25	12,811.16
342	6315	R&M Buildings & Structures	7371 Gilco Scaffolding Company LLC	22446	Pedestrian Protection Scaffold - 678 Lee - 06/05/2026	3,000.00
343	6315	R&M Buildings & Structures	9334 Axis Response Group LLC	6094	Asbestos Abatement - Fire Station #62 - 02/25/2026	20,880.00
344	6315	R&M Buildings & Structures	8772 Helm Service	CHI209473	HVAC Repair - Leela Building - 05/31/2026	392.59
345	7045	Supplies - Building R&M	1018 Anderson Lock Company LTD	1197020	Cylinder & Cylinder Change - Leela	99.12
346	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	6020759	Door Repair Parts - Leela	36.13
347	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	6394264	Weather Shield, Knife, Pencil, Tape, Seal Tape - Leela	58.66
348	7045	Supplies - Building R&M	1057 Menard Incorporated	71205	Tapcons & Shims - Leela	11.53
349	7045	Supplies - Building R&M	1057 Menard Incorporated	71265	PVC & Sealant - Leela	80.60
350	8100	Improvements	3958 Nicholas & Associates, Inc.	8883-2	TO#2 Construction Services - FS #62 - 05/28/2026, R-98-26	57,720.00
351	8100	Improvements	3958 Nicholas & Associates, Inc.	8961	TO# 2 Construction Services - FS #62 - 05/28/2026, R-98-26	17,664.13
Total 430 - Facilities Replacement Fund						**207,328.92**

Fund: 500 - Water/Sewer Fund						
Non Departmental						
Division: 550 - Water Systems						
352	6000	Professional Services	1096 Baxter & Woodman Inc	0286191	TO#1 Water Rate Study - 04/20-05/15/2026, R-13-26	13,331.25
353	6000	Professional Services	9464 Asterra	501096	TO#1 Leak Detection - 05/31/2026, R-87-26	72,000.00
354	6040	Waste Hauling & Debris Removal	5772 Berger Excavating Contractors Inc	24002.3-05	Spoils Disposal - 05/05/2026, R-191-23	17,220.42
355	6115	Licensing/Titles	8938 James Drive Safety Lane LLC	INV-2001	Safety Lane Inspections - PW	41.00
356	6180	Water Sample Testing	9495 Metiri Analytical Group Inc	GA6002532	Water Sample Testing - 05/05-05/28/2026	1,579.90
357	6195	Miscellaneous Contractual Services	5772 Berger Excavating Contractors Inc	26901.16	TO#10 Vac Exploration - Rand Rd - 05/05/2026, R-177-25	1,640.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
358	6195	Miscellaneous Contractual Services	7146 JOS Services Inc	27414	Service Line Repairs - Center Street - 06/09/2026	2,340.00
359	6195	Miscellaneous Contractual Services	8364 Super Electric Construction Company	46234	Grounding Install - 572 Webford - 04/12/2026	1,523.23
360	6195	Miscellaneous Contractual Services	1732 High Star Traffic	51615	Lane Closures - Touhy/Wolf - 05/29/2026	1,475.45
361	6195	Miscellaneous Contractual Services	1732 High Star Traffic	51780	Lane Closure - Touhy/Wolf - 06/01/2026	1,375.45
362	6195	Miscellaneous Contractual Services	4583 Argon Electric Company, Inc	9969	Electrical/Signal Work - Oakton Tank - 03/19/2026	3,759.00
363	6195	Miscellaneous Contractual Services	4583 Argon Electric Company, Inc	9974	Electrical Work - Miner Water Tower - 03/19/2026	3,797.00
364	6335	R&M Water Distribution System	1355 MQ Construction Company	06-03-26-1	TO#7 Concrete Restorations - 06/03/2026, R-204-23	9,719.35
365	6335	R&M Water Distribution System	1328 John Neri Construction Company Inc	060326	TO#10 Emergency Repairs - Touhy/Wolf - 06/09/2026, R-16-26	16,434.79
366	6335	R&M Water Distribution System	1328 John Neri Construction Company Inc	060326A	TO#10 Emergency Repairs - Touhy/Wolf - 06/09/2026, R-16-26	36,038.05
367	6335	R&M Water Distribution System	5772 Berger Excavating Contractors Inc	26901.15	Emergency Repair Services - Rand Rd - 05/04/2026, R-177-25	9,372.20
368	6335	R&M Water Distribution System	5772 Berger Excavating Contractors Inc	26901.17	TO#13 Emergency Repairs - 05/05-05/15/2026, R-106-26	13,950.00
369	7000	Office Supplies	1233 Press Tech Inc	57062	500 Return Envelopes	38.00
370	7000	Office Supplies	1644 Warehouse Direct Inc	6161135-0	Markers, Post Its, Pocket Files, Copy Paper - PW	35.15
371	7020	Supplies - Safety	2513 Lee Jensen Sales Co	0038939-00	Shoring Legs	450.00
372	7035	Supplies - Equipment R&M	1078 Acme Truck Brake & Supply Co	01_536107	Wheel Seal, O-Ring, Plug - PW 9T08	61.85
373	7035	Supplies - Equipment R&M	9262 NAPA Auto Parts	956733	Hose End Fitting - PW 9035	14.26
374	7035	Supplies - Equipment R&M	7649 Altorfer Industries Inc	P6AC0148584	Block Heater - PW 9000	1,112.07
375	7050	Supplies - Streetscape	1347 Lurvey Landscape Supply	T1-10624779	1.0 Cu Yds Topsoil - 06/04/2026	35.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
376	7070	Supplies - Water System Maintenance	1018 Anderson Lock Company LTD	1196949	6 Keys Cut	39.24
377	7070	Supplies - Water System Maintenance	5772 Berger Excavating Contractors Inc	24002.3-05	Spoils Disposal - 05/05/2026, R-191-23	15,432.65
378	7070	Supplies - Water System Maintenance	3530 Mid-American Water	289714W-1	42 B-Box Plugs	199.50
379	7070	Supplies - Water System Maintenance	3530 Mid-American Water	292834W	Curb Stops & Copper Couplings	3,005.00
380	7070	Supplies - Water System Maintenance	3530 Mid-American Water	292912W	Hydrant Oil, Hydrant Wrenches, Flange Valves, Bolts, Etc.	2,794.00
381	7070	Supplies - Water System Maintenance	3530 Mid-American Water	292914W	Valve, Flange, Flange Gaskets, Plates, Lids, Plugs	3,463.52
382	7070	Supplies - Water System Maintenance	3530 Mid-American Water	293010W	Megalug Packs, Valves, Curb Stops	4,764.00
383	7070	Supplies - Water System Maintenance	3530 Mid-American Water	293474W	End Caps & Megalug Packs	2,265.00
384	7070	Supplies - Water System Maintenance	3530 Mid-American Water	293476W	Saddle & Repair Clamps	559.00
385	7070	Supplies - Water System Maintenance	3530 Mid-American Water	293480W-1	Flare Adapters, Clamps, Repair Clamps	2,205.00
386	7070	Supplies - Water System Maintenance	1047 Home Depot Credit Svcs	392961	Cover Kit, Washers, Kwik Seal - O'Hare Lakes	46.08
387	7070	Supplies - Water System Maintenance	1437 Des Plaines Material & Supply LLC	62929	6 Valve Gaskets	112.32
388	7070	Supplies - Water System Maintenance	1437 Des Plaines Material & Supply LLC	65567	Valve Vault, Concentric Cone, Split Bottom, EZ Sticks	4,364.00
389	7070	Supplies - Water System Maintenance	1437 Des Plaines Material & Supply LLC	65811	Delivery Charge - 05/28/2026	220.00
390	7070	Supplies - Water System Maintenance	1437 Des Plaines Material & Supply LLC	67530	Manhole Replacement Parts	1,165.00
391	7070	Supplies - Water System Maintenance	1057 Menard Incorporated	70053	Tool Bag, Wire Brush Set, Hex Key Set, Rubber Mallet	172.62

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
392	7070	Supplies - Water System Maintenance	1057 Menard Incorporated	70468	Wall Lock Box - Howard	37.99
393	7070	Supplies - Water System Maintenance	1057 Menard Incorporated	70481	Valve Bracing Wood	155.76
394	7070	Supplies - Water System Maintenance	1057 Menard Incorporated	70483	Valve Bracing Wood	77.88
395	7070	Supplies - Water System Maintenance	1057 Menard Incorporated	70590	Faucet Adapter, Valve, Female Thread	150.77
396	7070	Supplies - Water System Maintenance	1057 Menard Incorporated	70918	Peen Hammer, Metal Cutting, Forming Wood	73.90
397	7070	Supplies - Water System Maintenance	1072 Prairie Material	892470499	1.0 Cu Yd Concrete - Restorations - 05/13/2026	187.25
398	7070	Supplies - Water System Maintenance	1072 Prairie Material	892494927	9.0 Cu Yds Concrete - 1516 Miner - 05/28/2026	1,404.25
399	7070	Supplies - Water System Maintenance	1072 Prairie Material	892497792	9.0 Cu Yds Concrete - 1516 Miner - 05/27/2026	1,404.25
400	7070	Supplies - Water System Maintenance	1072 Prairie Material	892501944	1.0 Cu Yds Concrete - 50 Walnut - 06/01/2026	187.25
401	7070	Supplies - Water System Maintenance	1072 Prairie Material	892503439	3.0 Cu Yds Concrete - 1514 Miner - 06/02/2026	706.75
402	7070	Supplies - Water System Maintenance	1072 Prairie Material	892506487	9.0 Cu Yds Concrete - 06/04/2026	2,808.50
403	7070	Supplies - Water System Maintenance	1072 Prairie Material	892509288	2.5 Cu Yds Concrete - 600 Lee - 06/05/2026	475.63
404	7070	Supplies - Water System Maintenance	8244 Des Plaines Ace Hardware	9310	Nipples & Hex Bush	11.68
405	7070	Supplies - Water System Maintenance	8244 Des Plaines Ace Hardware	9473	2 Cases Bottled Water	12.58
406	7070	Supplies - Water System Maintenance	8244 Des Plaines Ace Hardware	9482	2 Gals Patch Concrete	57.58
407	7070	Supplies - Water System Maintenance	8244 Des Plaines Ace Hardware	9494	Electrical Tape	8.09

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
408	7070	Supplies - Water System Maintenance	8244 Des Plaines Ace Hardware	9519	Nipples, Couplings, Tape, Tees, Hose, Etc.	74.59
409	7070	Supplies - Water System Maintenance	8244 Des Plaines Ace Hardware	9525	Magnetic Pickup & Adhesive	23.37
410	7070	Supplies - Water System Maintenance	1043 WW Grainger Inc	9948640454	Returned - Heating Element - Central Water	(20.80)
411	7070	Supplies - Water System Maintenance	1703 Prosafety Inc	SI005361	Locating Paint Supplies	565.20
412	7070	Supplies - Water System Maintenance	6992 Core & Main LP	Y999337	7'0 & 7'6" Fire Hydrants	9,945.00
413	7070	Supplies - Water System Maintenance	6992 Core & Main LP	Z079159	Primer, Gaskets, Hex Head Bolts, Hex Nuts - 3 Providence Way	729.62
414	7070	Supplies - Water System Maintenance	6992 Core & Main LP	Z079506	Hydrant Repair Kit	1,880.00
415	7070	Supplies - Water System Maintenance	6992 Core & Main LP	Z079532	Hydrant Repair Kit	2,820.00
416	7070	Supplies - Water System Maintenance	6992 Core & Main LP	Z123854	MJ Tees, Gaskets, T-Heads	1,350.00
417	7105	Wholesale Water - NWWC	2901 Northwest Water Commission	06012026	Wholesale Water Purchase - May 2026, R-183-14	428,030.46
418	7120	Gasoline	1014 Al Warren Oil Company Inc	W1850087	5,000 Gals Unleaded Gasoline - 06/04/2026, R-217-25	2,426.56
419	7130	Diesel	1014 Al Warren Oil Company Inc	W1850088	2,002 Gals Bio Diesel Fuel - 06/04/2026, R-217-25	1,036.03
420	7150	Water Treatment Chemicals	1082 Alexander Chemical Corporation	108294	Chlorine Gas - 04/28-05/27/2026	217.50
421	7150	Water Treatment Chemicals	1082 Alexander Chemical Corporation	108295	Chlorine Gas - 04/28-05/27/2026	103.50
422	7300	Uniforms	2067 Cutler Workwear	PS-INV061633	Dryshod Boots	175.45
Total 550 - Water Systems						**705,266.94**

Division: 560 - Sewer Systems						
423	6505	Subsidy - Sewer Lateral Program	9504 Santa Maria, Rafael M	SLP26-005	Sewer Rebate SLP26-005 05/27/26	3,598.06
424	6505	Subsidy - Sewer Lateral Program	9511 Staszel, Maria	SLP26-006	Sewer Rebate SLP26-006 05/28/2026	4,000.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
425	6510	Subsidy - Flood Assistance	9524 Kirner, Christine	FRP26-008	Flood Rebate FRP26-008 06/12/26	1,632.00
426	7000	Office Supplies	1233 Press Tech Inc	57062	500 Return Envelopes	38.00
427	7000	Office Supplies	1644 Warehouse Direct Inc	6161135-0	Markers, Post Its, Pocket Files, Copy Paper - PW	35.15
428	7035	Supplies - Equipment R&M	3518 O'Reilly Auto Parts	2479-281431	2 Battery Cables - PW 8004	37.98
429	7035	Supplies - Equipment R&M	3518 O'Reilly Auto Parts	2479-281455	Returned Battery Cable - PW 8004	(18.99)
430	7050	Supplies - Streetscape	1057 Menard Incorporated	69755	6 Bags Grass Seed - Levee 50	161.94
431	7075	Supplies - Sewer System Maintenance	2513 Lee Jensen Sales Co	0037400-00	2-Leg Wire Rope	160.00
432	7075	Supplies - Sewer System Maintenance	8598 Ray Schramer & Company	170956	Pro-Rings & Adhesive	3,710.50
433	7075	Supplies - Sewer System Maintenance	8598 Ray Schramer & Company	170973	Pro-Ring Adhesive	945.00
434	7075	Supplies - Sewer System Maintenance	1437 Des Plaines Material & Supply LLC	2754	Returned Sewer Parts	(1,074.63)
435	7075	Supplies - Sewer System Maintenance	1047 Home Depot Credit Svcs	4182509	Returned Parts & Materials - Lift Stations	(119.91)
436	7075	Supplies - Sewer System Maintenance	1047 Home Depot Credit Svcs	4603164	Parts & Materials - Lift Stations	176.15
437	7075	Supplies - Sewer System Maintenance	1047 Home Depot Credit Svcs	5073410	Clear Poly Sheeting	896.40
438	7075	Supplies - Sewer System Maintenance	1437 Des Plaines Material & Supply LLC	63515	Concentric Cone	495.00
439	7075	Supplies - Sewer System Maintenance	1437 Des Plaines Material & Supply LLC	68478	Bottom & Flat Tops	1,145.00
440	7075	Supplies - Sewer System Maintenance	1057 Menard Incorporated	71261	Box Level & Drill Bits - Lift Station	79.95
441	7075	Supplies - Sewer System Maintenance	1057 Menard Incorporated	71263	Deep Impact Socket - Lift Station	17.96
442	7075	Supplies - Sewer System Maintenance	5214 State Industrial Products	904228751	Block Worx Grease Control - Sewer	753.69

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
443	7075	Supplies - Sewer System Maintenance	8244 Des Plaines Ace Hardware	9445	Hydraulic Cement	20.69
444	7075	Supplies - Sewer System Maintenance	8809 USABluebook	INV01050267	Locating Flags	650.57
445	7075	Supplies - Sewer System Maintenance	1703 Prosafety Inc	SI005361	Locating Paint Supplies	565.20
446	7075	Supplies - Sewer System Maintenance	1192 Sherwin Industries Inc	SS111457	40 Orange Water Jersey Walls	14,491.25
447	7120	Gasoline	1014 Al Warren Oil Company Inc	W1850087	5,000 Gals Unleaded Gasoline - 06/04/2026, R-217-25	1,124.18
448	7130	Diesel	1014 Al Warren Oil Company Inc	W1850088	2,002 Gals Bio Diesel Fuel - 06/04/2026, R-217-25	1,977.25
Total 560 - Sewer Systems						**35,498.39**
Division: 580 - CIP - Water/Sewer						
449	6000	Professional Services	2506 Trotter & Associates Inc	26-26437	TO#8 Water Modeling & Misc Services - 05/04-05/28/2026, R-218-22	3,670.75
450	6000	Professional Services	2506 Trotter & Associates Inc	26-26438	TO#19 Water Model Refresh-Recalibration - 05/01/2026, R-151-25	722.25
451	6000	Professional Services	1647 RJN Group Inc	440402	TO#2 Preliminary Planning Investigation - 05/07-05/29/2026	5,381.55
452	6000	Professional Services	9386 CDM Smith Inc.	90264761	TO#1 LSLR Professional Services - 04/05-05/02/2026, R-215-25	8,701.00
453	6000	Professional Services	9386 CDM Smith Inc.	90266018	TO#1 LSLR Professional Services - 5/3-5/30/2026, R-215-25	6,316.00
454	8100	Improvements	3691 A Lamp Concrete Contractors Inc	2025-WM-P6	2025 CIP Water Main Improvements R-130-25, 5/7-6/11/26	126,345.13
455	8100	Improvements	5236 Revere Electric Supply Co	S4857976.007	VFDs - Maple Pumping Station - 03/16/2026, R-10-23	13,256.00
456	8100	Improvements	5236 Revere Electric Supply Co	S5496490.001	VFD Service Charge - Maple Pumping Station - 03/31/2026, R-10-23	55.67
Total 580 - CIP - Water/Sewer						**164,448.35**

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
Division: 590 - Water Facilities						
457	7070	Supplies - Water System Maintenance	1927 Water Products Co of Aurora Inc	0336057	Hydrant Meter	1,475.00
458	7070	Supplies - Water System Maintenance	1927 Water Products Co of Aurora Inc	0336099	2 Hydrant Meters	2,950.00
459	7070	Supplies - Water System Maintenance	6992 Core & Main LP	Z065008	Water Meter Parts - 05/20/2026, R-14-26	26,901.00
460	7070	Supplies - Water System Maintenance	6992 Core & Main LP	Z118831	Meter Cables	5,514.00
461	7070	Supplies - Water System Maintenance	6992 Core & Main LP	Z135276	Water Meter Cables	5,770.00
462	7070	Supplies - Water System Maintenance	6992 Core & Main LP	Z135285	Meter Couplings	4,600.00
463	7070	Supplies - Water System Maintenance	6992 Core & Main LP	Z161859	81 Smart Points - 06/08/2026, R-14-26	12,960.00
Total 590 - Water Facilities						**60,170.00**
Total 00 - Non Departmental						**965,383.68**
Department: 30 - Finance						
464	6000	Professional Services	2943 Crowe LLP	CI-318883	Auditing Services for Tax Year 2025 R-175-25	18,278.00
Total 30 - Finance						**18,278.00**
Total 500 - Water/Sewer Fund						**983,661.68**
Fund: 510 - City Owned Parking Fund						
465	6025	Administrative Services	7960 Passport Labs Inc	INV-1060842	Mobile Pay Parking Transaction Fee - May 2026	103.23
466	6195	Miscellaneous Contractual Services	9023 Granite Telecommunications LLC	748763582	Elevator Communication Service - Civic Deck - 06/01/2026	318.59
467	6320	R&M Parking Lots	2350 Anderson Elevator Co	INV-118228-S8M0	Elevator Inspections - CH, PD, Metro, Library - June 2026	550.00
468	6320	R&M Parking Lots	2350 Anderson Elevator Co	INV-118897-L8B9	Elevator Repair - Metro Deck - 06/12/2026	742.00
469	7035	Supplies - Equipment R&M	2028 Northwest Electrical Supply	17676139	LED Canopy - Library Deck	395.00
Total 510 - City Owned Parking Fund						**2,108.82**

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
Fund: 520 - Metra Leased Parking Fund						
470	6025	Administrative Services	7960 Passport Labs Inc	INV-1060842	Mobile Pay Parking Transaction Fee - May 2026	1,002.33
Total 520 - Metra Leased Parking Fund						**1,002.33**
Fund: 600 - Risk Management Fund						
471	5325	Training	8048 Firehouse Strength & Fitness LLC	06/01/2026	90 RSA Prescriptions and Shift Lifts - July - December 2026	1,800.00
472	5325	Training	9434 Humble Warrior Yoga Naperville	128	2 Yoga Classes - 05/05/2026 & 05/28/2026 - Health & Safety	600.00
473	5345	Post-Employment Testing	7133 Mid-West Truckers Association Inc	191694	Pre-Employment Testing - 05/13/2026 & 06/02/2026	121.00
474	5565	Claims Administration Fee	2243 Sedgwick CMS	450007582896	Unemployment Insurance 7/19/2026-10/18/2026	550.00
475	5570	Self Insured P&L Expense	1089 Autokrafters of Des Plaines	1527	Accident Repair - PD 6131 - 02/09/2026, R-105-26	27,936.74
476	6000	Professional Services	8850 Language Line Services Inc	11949148	Interpretation Services Charge 05/31/2026	140.50
Total 600 - Risk Management Fund						**31,148.24**
Fund: 700 - Escrow Fund						
477	2226	Special Events - July 4th	6045 Double D Booking	32623	Bands and Roaming Entertainment for Parade on 07/04/2026	5,330.00
478	2460	Refundable Bonds	9503 Bridge Point Des Plaines LLC	Refund 05/27/26	Refundable Bond for Permit # BLDC-2025-11-15-00411 - 5/27/26	25,000.00
479	2460	Refundable Bonds	9512 DIR Management LLC	Refund 05/28/26	Refundable Bond - Bldg Permit # BLDC-2025-02-10-00476 - 5/28/26	20,000.00
Total 700 - Escrow Fund						**50,330.00**
Grand Total						**3,184,319.00**

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Manual Payments

Line #	Account		Vendor	Invoice	Invoice Description	Amount
Fund: 100 - General Fund						
Community Development						
Division: 100 - Administration						
480	5320	Conferences	9515 Rogers, Jeffrey	Reimb 06/09/2026	Reimb Meals APA National Conference 4/24-4/28/26 - Dir CED	326.25
Total 100 - Administration						**326.25**
Division: 420 - Planning & Zoning						
481	5320	Conferences	9509 Mendel, Jonathan	Reimb 4/24-4/28	Reimb Meals/Parking APA National Con - Asst Dir CED 4/24-4/28/26	70.00
482	5320	Conferences	9509 Mendel, Jonathan	Reimb 4/24-4/28	Reimb Meals/Parking APA National Con - Asst Dir CED 4/24-4/28/26	326.25
Total 420 - Planning & Zoning						**396.25**
Total 40 - Community Development						**722.50**
Public Works & Engineering						
Division: 540 - Vehicle Maintenance						
483	6195	Miscellaneous Contractual Services	8504 Verizon Connect Fleet USA LLC	344000081497	Vehicle Diagnostic System May 2026	1,753.80
484	7120	Gasoline	7349 Wex Inc	112947444	Fuel Purchases May 2026	3,995.54
Total 540 - Vehicle Maintenance						**5,749.34**
Total 50 - Public Works & Engineering						**5,749.34**
Police Department						
Division: 620 - Criminal Investigation						
485	6195	Miscellaneous Contractual Services	8097 Cellebrite Inc	INVUS296621R	Phone Forensics Inseyets Sub 3/21/2026-3/20/2027 Repl Ck #203763	15,087.64
Total 620 - Criminal Investigation						**15,087.64**
Division: 630 - Support Services						
486	6015	Communication Services	1009 AT&T	847R18054605-26	Communications Service 05/28-06/27/2026	64.48
Total 630 - Support Services						**64.48**
Total 60 - Police Department						**15,152.12**
Department: 90 - Overhead						
487	6015	Communication Services	1009 AT&T	334647516-05/26	Communications Service June 2026	73.29

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Manual Payments

Line #	Account		Vendor	Invoice	Invoice Description	Amount
488	6015	Communication Services	9491 Infobip Voice Inc	97058	Communications Service June 2026	3,396.55
Total 90 - Overhead						**3,469.84**
Total 100 - General Fund						**25,093.80**
Fund: 230 - Motor Fuel Tax Fund						
489	7140	Electricity	1033 ComEd	2881862000-05/26	Electricity Service 04/22-05/21/2026	19,158.17
Total 230 - Motor Fuel Tax Fund						**19,158.17**
Fund: 260 - Asset Seizure Fund						
Program: 2640 - Forfeit						
490	6115	Licensing/Titles	1744 IL Secretary of State	06042026	New Plate for Polaris UTV 06/04/2026	8.00
491	6115	Licensing/Titles	1744 IL Secretary of State	2027-350404B	Squad #22 Vehicle Registration 2026-2027 License Plate 3504045B	151.00
492	6115	Licensing/Titles	1744 IL Secretary of State	2027-AR63051	Squad #20 Vehicle Registration 2026-2027 License Plate AR63051	151.00
Total 2640 - Forfeit						**310.00**
Total 260 - Asset Seizure Fund						**310.00**
Fund: 500 - Water/Sewer Fund						
Division: 560 - Sewer Systems						
493	7140	Electricity	1033 ComEd	2898592111-05/26	Electricity Service 03/30-04/29/2026	683.81
494	7140	Electricity	1033 ComEd	2898592111-06/26	Electricity Service 04/29-05/29/2026	495.01
Total 560 - Sewer Systems						**1,178.82**
Total 500 - Water/Sewer Fund						**1,178.82**
Fund: 510 - City Owned Parking Fund						
495	6015	Communication Services	9491 Infobip Voice Inc	97058	Communications Service June 2026	354.63
496	6015	Communication Services	9491 Infobip Voice Inc	97058	Communications Service June 2026	263.43
Total 510 - City Owned Parking Fund						**618.06**
Fund: 600 - Risk Management Fund						
497	5570	Self Insured P&L Expense	9467 Pham, Tram Anh	Reimb 06/09/2026	Reimbursement for Plumbing Expense - Error Drilling	775.50

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Manual Payments

Line #	Account		Vendor	Invoice	Invoice Description	Amount
498	5570	Self Insured P&L Expense	9523 Fuoco, James	Reimb 06/11/2026	Reimb for Sewer Line Repairs - 1009 Webster Lane 6/11/26	1,245.47
Total 600 - Risk Management Fund						**2,020.97**
Fund: 700 - Escrow Fund						
499	2221	Taste of Des Plaines	8740 OMG! Improv	101	World Stage Entertainment at Taste of Des Plaines 06/20/2026	400.00
500	2221	Taste of Des Plaines	9279 Southern Glazer's Wine & Spirits of Illinois	06/10/2026 Taste	Wine Vendor - Taste of Des Plaines 6/19-6/20/2026	395.56
501	2221	Taste of Des Plaines	9519 Janssen, Jared	121	World Stage Entertainment - Taste of Des Plaines 6/20/2026	475.00
502	2221	Taste of Des Plaines	9278 Town & Country Distributors Inc	291105	Beverage Vendor - Taste of Des Plaines 6/19-6/20/2026	13,356.11
503	2221	Taste of Des Plaines	9278 Town & Country Distributors Inc	291106	Beverage Vendor - Taste of Des Plaines 6/19-6/20/2026	5,159.18
504	2221	Taste of Des Plaines	9278 Town & Country Distributors Inc	Extra Ck 2026	Beverage Vendor - Taste of Des Plaines 6/19-6/20/2026	5,000.00
505	2226	Special Events - July 4th	6852 Sake, Samuel	INV0008	Entertainment for Parade 07/04/2026	1,300.00
Total 700 - Escrow Fund						**26,085.85**
Grand Total						**74,465.67**

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
Fund: 100 - General Fund						
Elected Office						
Division: 110 - Legislative						
506	7000	Office Supplies	5060 Dollar Tree Stores Inc	PC - 52735	Index Cards - Public Meeting Data Center Development on 5/20/26	2.50
507	7300	Uniforms	1538 Lands' End Business Outfitters	PC - 52736	Logo Cust. Services - Elected Officials' City Apparel 2026	29.00
508	7300	Uniforms	1538 Lands' End Business Outfitters	PC - 52737	Logo Cust. Services - Elected Officials' City Apparel 2026	116.00
Total 110 - Legislative						**147.50**
Division: 120 - City Clerk						
509	7200	Other Supplies	4348 Amazon.Com	PC - 52781	Employee Appreciation Week Items and Giveaways	93.38
Total 120 - City Clerk						**93.38**
Total 10 - Elected Office						**240.88**
City Administration						
Division: 210 - City Manager						
510	7550	Miscellaneous Expenses	2318 Jewel Food Stores	PC - 52733	Floral Arrangement for NWMC Meeting - City Hall 5/1/26	18.69
511	7550	Miscellaneous Expenses	4413 Panera Bread Company	PC - 52734	Refreshments for NWMC Meeting - City Hall 5/1/26	268.58
Total 210 - City Manager						**287.27**
Division: 230 - Information Technology						
512	6195	Miscellaneous Contractual Services	6008 Network Solutions LLC	PC - 52815	Renewal Domain Exp Protection Dptheater.com 5/1/26-5/1/28	206.74
513	6195	Miscellaneous Contractual Services	6008 Network Solutions LLC	PC - 52817	Renewal Premium DNS Dpcitynet.org 05/01-05/30/2026	14.97
514	6195	Miscellaneous Contractual Services	6008 Network Solutions LLC	PC - 52819	Renewal Premium DNS Dpcity.com 05/01-05/30/2026	4.99
515	6195	Miscellaneous Contractual Services	6008 Network Solutions LLC	PC - 52834	Renewal Secure Xpress 05/01-05/31/2026	11.99
516	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52816	DisplayPort to HDMI Cable	34.69
517	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52818	DisplayPort to HDMI Cable	24.99

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
518	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52820	AppleCare (Returned)	69.00
519	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52821	Refund - AppleCare	(69.00)
520	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52822	Wireless Earbuds	249.00
521	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52823	Apple iPad Air 13-inch 128 GB	749.00
522	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52824	Case for iPad Pro 13-inch	27.99
523	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52825	QuickPort Connector CAT 6	231.40
524	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52826	5 APC UPS Battery Backup	419.95
525	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52827	APC UPS Battery Replacement	105.00
526	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52828	2 Dell Laptop Charger 165W	291.74
527	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52829	Logitech Headset	123.49
528	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52830	5 Cable Matters 2-Pack 16 AWG Computer Power Cord	87.05
529	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52831	APC UPS Battery Replacement Cartridge	52.97
530	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52832	25 Pack Tool Screws	11.39
531	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52833	Proxicast Antenna	35.10
532	7320	Equipment < $5,000	4444 Misc Vendor for Procurement Card	PC - 52835	Refund for Disputed Transaction	(99.99)
Total 230 - Information Technology						**2,582.46**

Division: 240 - Media Services						
533	7200	Other Supplies	4633 Walgreen Co	PC - 52732	Disposable Camera Film for Video	14.73
534	7550	Miscellaneous Expenses	9514 Swank Motion Pictures, Inc.	PC - 52842	Usage of ET Blu-Ray Licensed Movie for DP Theatre 5/19/26	279.75
535	7550	Miscellaneous Expenses	9514 Swank Motion Pictures, Inc.	PC - 52843	Shipping Fee of ET Licensed Movie for DP Theatre 5/19/26	34.75
536	7550	Miscellaneous Expenses	9514 Swank Motion Pictures, Inc.	PC - 52844	Usage of The Goonies Licensed Movie for DP Theatre 5/26/26	276.75
537	7550	Miscellaneous Expenses	9514 Swank Motion Pictures, Inc.	PC - 52845	Usage of Neverending Story Lic. Movie for DP Theatre 6/2/26	275.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
538	7550	Miscellaneous Expenses	9514 Swank Motion Pictures, Inc.	PC - 52846	Usage of Jumanji Lic. Movie for Des Plaines Theatre 6/9/26	275.00
Total 240 - Media Services						**1,155.98**
Division: 250 - Human Resources						
539	7000	Office Supplies	4348 Amazon.Com	PC - 52750	1 Pk of Gel Pens	27.98
540	7550	Miscellaneous Expenses	5060 Dollar Tree Stores Inc	PC - 52749	Department Decorating Supplies - PSRW 2026	384.00
541	7550	Miscellaneous Expenses	4444 Misc Vendor for Procurement Card	PC - 52751	Coffee Truck for PSRW 2026	2,975.00
542	7550	Miscellaneous Expenses	9283 City Barbeque LLC	PC - 52752	City Barbeque Catering PSRW-Station 63 - 5/5/26	159.92
543	7550	Miscellaneous Expenses	9283 City Barbeque LLC	PC - 52753	City Barbeque Catering PSRW-Station 62 - 5/5/26	139.93
544	7550	Miscellaneous Expenses	9283 City Barbeque LLC	PC - 52754	City Barbeque Catering PSRW-Station 61 - 5/5/26	219.89
545	7550	Miscellaneous Expenses	9283 City Barbeque LLC	PC - 52755	City Barbeque Catering PSRW-Police Dept - 5/5/26	899.57
546	7550	Miscellaneous Expenses	9283 City Barbeque LLC	PC - 52756	City Barbeque Catering PSRW-Police Dept - 5/6/26	879.58
547	7550	Miscellaneous Expenses	9283 City Barbeque LLC	PC - 52757	City Barbeque Catering PSRW-Station 63 - 5/6/26	159.92
548	7550	Miscellaneous Expenses	9283 City Barbeque LLC	PC - 52758	City Barbeque Catering PSRW-Station 62 - 5/6/26	139.93
549	7550	Miscellaneous Expenses	9283 City Barbeque LLC	PC - 52759	City Barbeque Catering PSRW-Station 61 - 5/6/26	219.89
550	7550	Miscellaneous Expenses	9283 City Barbeque LLC	PC - 52760	City Barbeque Catering PSRW-Station 63 - 5/7/26	159.92
551	7550	Miscellaneous Expenses	9283 City Barbeque LLC	PC - 52761	City Barbeque Catering PSRW-Station 62 - 5/7/26	139.93
552	7550	Miscellaneous Expenses	9283 City Barbeque LLC	PC - 52762	City Barbeque Catering PSRW-Station 61 - 5/7/26	219.89
553	7550	Miscellaneous Expenses	9283 City Barbeque LLC	PC - 52763	City Barbeque Catering PSRW-City Hall - 5/8/26	5,726.56
554	7550	Miscellaneous Expenses	9283 City Barbeque LLC	PC - 52764	City Barbeque Catering PSRW-Public Works - 5/8/26	3,179.20
555	7550	Miscellaneous Expenses	9283 City Barbeque LLC	PC - 52765	City Barbeque Catering PSRW-PW Night Shift - 5/8/26	99.95
Total 250 - Human Resources						**15,731.06**
Total 20 - City Administration						**19,756.77**

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
Department: 30 - Finance						
556	5310	Membership Dues	4444 Misc Vendor for Procurement Card	PC - 52858	Payroll.org Membership Kit 5/8/26 Payroll Accounting Analyst	312.00
557	5310	Membership Dues	7458 Association of Certified Fraud Examiners Inc-ACFE	PC - 52860	ACFE Annual Membership 6/30/26-6/29/27 Director of Finance	259.00
Total 30 - Finance						**571.00**
Community Development						
Division: 100 - Administration						
558	5320	Conferences	1485 ILCMA - IL City/County Management Assoc	PC - 52836	ILCMA Summer Conf 6/3-6/5/26 CED Mgmnt Analyst	200.00
559	5320	Conferences	1485 ILCMA - IL City/County Management Assoc	PC - 52837	ILCMA Summer Conf 6/3-6/5/26 CED Asst. Director	300.00
Total 100 - Administration						**500.00**
Division: 410 - Building & Code Enforcement						
560	7000	Office Supplies	4348 Amazon.Com	PC - 52790	Scotch Tape, Sharpies, Post-Its, Painters Tape	96.64
561	7000	Office Supplies	4348 Amazon.Com	PC - 52792	Envelope Sealer, 4 Cases Copy Paper	79.94
Total 410 - Building & Code Enforcement						**176.58**
Division: 420 - Planning & Zoning						
562	7000	Office Supplies	4348 Amazon.Com	PC - 52787	Gold Seal Stickers, Cubicle Wall Hooks	13.99
563	7000	Office Supplies	4348 Amazon.Com	PC - 52789	Post-It Notes	20.33
564	7000	Office Supplies	4348 Amazon.Com	PC - 52791	Envelope Sealer, 4 Cases Copy Paper	90.73
565	7200	Other Supplies	4348 Amazon.Com	PC - 52788	Gold Seal Stickers, Cubicle Wall Hooks	25.73
Total 420 - Planning & Zoning						**150.78**
Division: 430 - Economic Development						
566	5320	Conferences	6609 International Economic Development Council (IEDC)	PC - 52863	Econ Dev Credit Analysis 5/20-5/21/26 Econ Dev Mgr.	160.00
Total 430 - Economic Development						**160.00**
Total 40 - Community Development						**987.36**

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
Public Works & Engineering						
Division: 100 - Administration						
567	5320	Conferences	1485 ILCMA - IL City/County Management Assoc	PC - 52738	ILCMA Conference Registration 6/3-6/5/2026 - Management Analyst	175.00
Total 100 - Administration						**175.00**
Division: 530 - Street Maintenance						
568	5310	Membership Dues	5441 International Society of Arboriculture	PC - 52786	ISA Arborist Renewal/Membership - Arborist - 6/01/26-06/30/29	335.00
569	5325	Training	4444 Misc Vendor for Procurement Card	PC - 52742	APWA Expo - Maintenance Operators - 5/20-5/21/2026	910.00
570	6000	Professional Services	4639 Google	PC - 52785	Google Workspace Account for Filling Out IDOT Forms - May 2026	16.80
Total 530 - Street Maintenance						**1,261.80**
Division: 535 - Facilities & Grounds Maintenance						
571	5325	Training	4444 Misc Vendor for Procurement Card	PC - 52743	APWA Expo - Maintenance Operators - 5/20-5/21/2026	390.00
572	6315	R&M Buildings & Structures	7689 Ambius	PC - 52796	May 2026 Monthly Plant Maintenance	939.92
573	7045	Supplies - Building R&M	4348 Amazon.Com	PC - 52838	Data Jacks	936.59
574	7045	Supplies - Building R&M	4348 Amazon.Com	PC - 52840	Water Filters - Police	59.99
575	7045	Supplies - Building R&M	9499 Marathon Engineering Corporation	PC - 52841	Padded Cell Repair - Police	1,997.00
576	7200	Other Supplies	4348 Amazon.Com	PC - 52839	Coffee for City Hall	239.96
Total 535 - Facilities & Grounds Maintenance						**4,563.46**
Division: 540 - Vehicle Maintenance						
577	5325	Training	4444 Misc Vendor for Procurement Card	PC - 52744	APWA Expo - Maintenance Operators - 5/20-5/21/2026	455.00
578	7040	Supplies - Vehicle R&M	4348 Amazon.Com	PC - 52724	Clamp - PW 5123	21.34
579	7040	Supplies - Vehicle R&M	4348 Amazon.Com	PC - 52725	Ball Valve - PW 5123	66.84
580	7300	Uniforms	4348 Amazon.Com	PC - 52726	Work Shoes - Foreman	98.99
Total 540 - Vehicle Maintenance						**642.17**
Total 50 - Public Works & Engineering						**6,642.43**

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
Police Department						
Division: 620 - Criminal Investigation						
581	5325	Training	4444 Misc Vendor for Procurement Card	PC - 52766	Proactive Social Media Invest 8/10/26 (1 Det, 1 Intel, 3 SRO)	1,350.00
582	6015	Communication Services	8347 Browning Trail Cameras	PC - 52721	Cell Connection - Trail Camera for Surveillance 5/7-6/7/2026	29.99
583	6015	Communication Services	4444 Misc Vendor for Procurement Card	PC - 52723	Arlo Camera Cell Connection 5/12/2026-5/12/2027	215.88
584	7000	Office Supplies	4348 Amazon.Com	PC - 52775	Backpack, Portfolio, CD Organizer Planner, Note Pads, Pens	115.83
585	7000	Office Supplies	4348 Amazon.Com	PC - 52778	External Hard Drive	36.99
586	7000	Office Supplies	4348 Amazon.Com	PC - 52779	External Hard Drives	499.88
587	7200	Other Supplies	4348 Amazon.Com	PC - 52780	Foam Inserts for Hard Case	28.45
588	7320	Equipment < $5,000	4444 Misc Vendor for Procurement Card	PC - 52722	Sim Cards for Arlo Cameras	201.00
589	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52774	Backpack, Portfolio, CD Organizer Planner, Note Pads, Pens	87.42
590	7320	Equipment < $5,000	6851 Axon Enterprise Inc	PC - 52857	2 BWC Belt Clips Mounts	68.00
Total 620 - Criminal Investigation						**2,633.44**
Division: 630 - Support Services						
591	5325	Training	4926 American Airlines	PC - 52739	Refund for Airfare - TRT Training Event 5/11-5/13/2026 Cmdr.	(267.79)
592	5325	Training	4444 Misc Vendor for Procurement Card	PC - 52741	Open AI Investigations Online Class 5/22/26 - 2 Det	2,052.00
593	7000	Office Supplies	4348 Amazon.Com	PC - 52769	Tape, Batteries, Pens	220.85
594	7000	Office Supplies	4348 Amazon.Com	PC - 52771	Sanitizer, Wipes, Paper Bowls, Batteries, Note Pads, Tape, Etc.	93.50
595	7000	Office Supplies	4348 Amazon.Com	PC - 52776	Note Pads	20.33
596	7000	Office Supplies	4348 Amazon.Com	PC - 52777	Rubber Stamp, Paper Clips	33.46
597	7200	Other Supplies	1228 Pesche's Inc	PC - 52740	Wreath for Memorial Day Ceremony 5/12/2026	624.99
598	7200	Other Supplies	4348 Amazon.Com	PC - 52770	Sanitizer, Wipes, Paper Bowls, Batteries, Note Pads, Tape, Etc.	87.99

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
599	7200	Other Supplies	4348 Amazon.Com	PC - 52772	Plastic Bags, USB Hubs, Batteries and Charger	11.84
600	7300	Uniforms	1538 Lands' End Business Outfitters	PC - 52768	Uniforms for Civilian Employee	29.44
601	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52727	Laser Bore Sight for 223/5.56	19.98
602	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52767	Foam Inserts	28.45
603	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52773	Plastic Bags, USB Hubs, Batteries and Charger	44.62
604	7550	Miscellaneous Expenses	4444 Misc Vendor for Procurement Card	PC - 52728	Insignia for TRT Plaque	25.99
605	7550	Miscellaneous Expenses	4348 Amazon.Com	PC - 52729	Insignia for TRT Plaque	22.56
Total 630 - Support Services						**3,048.21**

Total 60 - Police Department	**5,681.65**

Fire Department						
Division: 100 - Administration						
606	5320	Conferences	1482 Metropolitan Fire Chiefs Association of Illinois	PC - 52782	Home Day Registration 6/4/26 - Chief	25.00
607	5320	Conferences	4444 Misc Vendor for Procurement Card	PC - 52793	Hotel for Image Trend Training Conf 5/12-5/15/26 - Deputy Chief	654.27
608	5320	Conferences	4444 Misc Vendor for Procurement Card	PC - 52794	Hotel - Image Trend Training Conf 5/12-5/15/26 - Inspector	522.42
609	5320	Conferences	4444 Misc Vendor for Procurement Card	PC - 52862	Hotel - Image Trend Training Conf 5/12-5/15/26 - Fire Chief	436.18
610	7000	Office Supplies	4348 Amazon.Com	PC - 52806	Two 8-Packs of Waterproof Notebooks	35.45
611	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52805	1 USB HDMI Transmitter and Receiver	58.99
612	7550	Miscellaneous Expenses	4444 Misc Vendor for Procurement Card	PC - 52807	Food for RED Center Meeting - 05/21/2026	33.20
613	7550	Miscellaneous Expenses	6056 Jarosch Bakery	PC - 52861	Food for Station Tours Crew Check-In - 05/08/2026	45.40
Total 100 - Administration						**1,810.91**

Division: 710 - Emergency Services						
614	5325	Training	4444 Misc Vendor for Procurement Card	PC - 52808	Street Proven Ventilation Training- 06/27/2026 - 2 Paramedics	370.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
615	5335	Travel Expenses	4444 Misc Vendor for Procurement Card	PC - 52803	Tollway Expenses 5/21/2026	53.00
616	6115	Licensing/Titles	1472 IL Department of Public Health	PC - 52811	Paramedic License Renewal - 05/31/2026-05/31/2030 - Paramedic	41.00
617	6115	Licensing/Titles	1472 IL Department of Public Health	PC - 52812	EMT License Renewal - 05/31/2026-05/31/2030 - Paramedic	21.00
618	7000	Office Supplies	4348 Amazon.Com	PC - 52809	1 Pack 3 Ring Binders	38.70
619	7000	Office Supplies	4348 Amazon.Com	PC - 52849	1 Flash Drive	32.98
620	7025	Supplies - Custodial	4348 Amazon.Com	PC - 52847	2 Boxes Laundry Detergent Packs	43.11
621	7025	Supplies - Custodial	4348 Amazon.Com	PC - 52848	2 Boxes Laundry Detergent Packs	43.11
622	7025	Supplies - Custodial	4348 Amazon.Com	PC - 52850	2 Boxes Laundry Detergent Packs	43.11
623	7045	Supplies - Building R&M	4348 Amazon.Com	PC - 52711	1 Light Switch, 1 Pack Ceiling Hooks, 1 Pack String Lights	122.45
624	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	PC - 52712	2 Rolls of Bubble Wrap - Station 62	70.96
625	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	PC - 52714	Misc. Building Material for Table at Station 63	215.78
626	7045	Supplies - Building R&M	1047 Home Depot Credit Svcs	PC - 52715	4 Pipes, 4 Downspouts - Flood Material Station 61	140.48
627	7200	Other Supplies	8244 Des Plaines Ace Hardware	PC - 52856	1 Propane Gas Exchange - Rosemont Station 2	23.99
628	7320	Equipment < $5,000	8244 Des Plaines Ace Hardware	PC - 52713	1 Pack Saw Blades - Station 63	33.98
629	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52810	1 Car Seat Cover	85.48
630	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52851	3 Shower Curtains	36.54
631	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52852	1 iPhone Case	32.94
632	7320	Equipment < $5,000	4348 Amazon.Com	PC - 52853	25 Pack Saw Blades	99.37
633	7320	Equipment < $5,000	1520 Russo Power Equipment	PC - 52854	1 Throttle Catch	13.13
634	7320	Equipment < $5,000	1520 Russo Power Equipment	PC - 52855	1 Chainsaw	1,479.99
Total 710 - Emergency Services						**3,041.10**

Division: 720 - Fire Prevention						
635	7200	Other Supplies	4444 Misc Vendor for Procurement Card	PC - 52802	3 Fire Department Tablecloths for Pub Ed	386.40
636	7320	Equipment < $5,000	1047 Home Depot Credit Svcs	PC - 52795	4 Tarps for Fire Investigation	55.92

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
637	7550	Miscellaneous Expenses	1076 Sam's Club Direct	PC - 52797	Refreshments for Harding Fire Investigation - 05/06/2026	116.24
638	7550	Miscellaneous Expenses	1076 Sam's Club Direct	PC - 52798	Water for Harding Fire Investigation - 05/06/2026	7.96
639	7550	Miscellaneous Expenses	5888 Jimmy Johns	PC - 52799	Food for Harding Fire Investigation - 05/06/2026	79.99
640	7550	Miscellaneous Expenses	5390 Avanti Cafe & Sandwich Bar	PC - 52800	Food for Harding Fire Investigation - 05/07/2026	91.85
641	7550	Miscellaneous Expenses	5288 Dunkin Donuts, Inc	PC - 52801	Food for Harding Fire Investigation - 05/07/2026	25.99
Total 720 - Fire Prevention						**764.35**
Division: 730 - Emergency Management Agency						
642	7550	Miscellaneous Expenses	5390 Avanti Cafe & Sandwich Bar	PC - 52804	Food for EMA Meeting - 05/27/2026	69.88
Total 730 - Emergency Management Agency						**69.88**
Total 70 - Fire Department						**5,686.24**
Total 100 - General Fund						**39,566.33**
Fund: 260 - Asset Seizure Fund						
Program: 2620 - DEA						
643	7200	Other Supplies	7186 Bentley's Pet Stuff-SC	PC - 52783	Token for Dog Wash 5/8/2026	13.50
644	7200	Other Supplies	7186 Bentley's Pet Stuff-SC	PC - 52784	Food for K9 Jager 5/22/2026	104.38
645	7320	Equipment < $5,000	5873 SureFire LLC	PC - 52730	Parts for Nipas M4 Weapon	1,566.20
646	7320	Equipment < $5,000	5854 MidwayUSA	PC - 52731	Bore Cleaners and Bolt Gas Rings	190.31
Total 2620 - DEA						**1,874.39**
Total 260 - Asset Seizure Fund						**1,874.39**
Fund: 430 - Facilities Replacement Fund						
647	6315	R&M Buildings & Structures	1033 ComEd	PC - 52747	Temporary Electrical Service - Fire Station 62	2,321.08
Total 430 - Facilities Replacement Fund						**2,321.08**
Fund: 500 - Water/Sewer Fund						
Non Departmental						
Division: 550 - Water Systems						
648	5325	Training	4444 Misc Vendor for Procurement Card	PC - 52745	APWA Expo - Maintenance Operators - 5/20-5/21/2026	1,040.00

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Line #	Account		Vendor	Invoice	Invoice Description	Amount
649	7020	Supplies - Safety	4348 Amazon.Com	PC - 52748	4 Boxes of Shoe Covers	91.55
650	7020	Supplies - Safety	4348 Amazon.Com	PC - 52866	6 Hard Hats	174.30
651	7070	Supplies - Water System Maintenance	4348 Amazon.Com	PC - 52864	Step Stool and Uniform Pants - Superintendent	9.96
652	7300	Uniforms	4348 Amazon.Com	PC - 52865	Step Stool and Uniform Pants - Superintendent	76.98
Total 550 - Water Systems						**1,392.79**
Division: 560 - Sewer Systems						
653	5325	Training	4444 Misc Vendor for Procurement Card	PC - 52746	APWA Expo - Maintenance Operators - 5/20-5/21/2026	520.00
Total 560 - Sewer Systems						**520.00**
Total 00 - Non Departmental						**1,912.79**
Department: 30 - Finance						
654	5325	Training	1440 IGFOA IL Government Finance Officers Assoc	PC - 52859	Utility Billing Seminar 6/11/26 Asst Dir of Fin, Fin Srvcs Mgr	200.00
Total 30 - Finance						**200.00**
Total 500 - Water/Sewer Fund						**2,112.79**
Fund: 700 - Escrow Fund						
655	2221	Taste of Des Plaines	5044 Illinois Liquor Control Commission	PC - 52814	IL Liquor License for Taste of Des Plaines on 06/19-06/20/2026	26.00
656	2224	Special Event - Food Truck Round Up	9119 Wild Bills Bubble Madness LLC	PC - 52813	Balance for Bubble Activity - Food Truck Round Up 05/19/2026	630.00
Total 700 - Escrow Fund						**656.00**
Grand Total						**46,530.59**

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Summary

		Amount		Transfer Date
Automated Accounts Payable	$	3,184,319.00	**	7/6/2026
Manual Checks	$	74,465.67	**	6/19/2026
Payroll	$	1,612,600.33		6/12/2026
Payroll	$	1,595,401.27		6/26/2026
RHS Payout	$	-		
Electronic Transfer Activity:				
JPMorgan Chase Credit Card	$	46,530.59	**	6/23/2026
Chicago Water Bill ACH	$	169,369.89		6/30/2026
Postage - Pitney Bowes	$	-		
Postage - USPS Access Point	$	-		
Deluxe - Deposit Ticket Books	$	485.28		6/16/2026
Postage - Sebis	$	-		
Property Purchase - 1430-1440 Miner St - EM	$	25,000.00		6/12/2026
Property Purchase - 300 Northwest Hwy - EM	$	10,000.00		6/17/2026
Utility Billing Refunds	$	5,071.25		6/5/2026
Debt Interest Payment	$	-		
Unclaimed Property	$	-		
IMRF Payments	$	195,112.56		6/4/2026
IMRF Payments (SLEP)	$	-		
Employee Medical Trust	$	-		
Total Cash Disbursements:	**$**	**6,918,355.84**		

* Multiple transfers processed on and/or before date shown

** See attached report

Adopted by the City Council of Des Plaines
This Sixth Day of July 2026
Ayes _____ Nays _____ Absent _____

Dominik Bronakowski, City Clerk

Andrew Goczkowski, Mayor

DES PLAINES ILLINOIS

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5380
desplainesil.gov

MEMORANDUM

Date: June 25, 2026

To: Dorothy Wisniewski, City Manager

From: Jonathan Mendel, AICP, Assistant Director of Community & Economic Development

Cc: Jeff Rogers, AICP, Director of Community & Economic Development

Subject: Consideration of Ordinance Z-15-26 Approving a Conditional Use for a Livery Service at 301 W. Oakton St, Case #26-020-CU (8th Ward)

Issue: The petitioner requests a Livery Service Conditional Use in the M-2 district at 301 W. Oakton Street.

Petitioner: Summit School Services LLC, 2601 Navistar Drive, Lisle, IL 60532

Owners: GTV Des Plaines LLC, 9500 Bryn Mawr Avenue, Suite 130, Rosemont, IL 60018

Case Number: #26-020-CU

PIN: 08-25-200-004-0000

Ward Number: #8, Alderman Mike Charewicz

Existing Zoning: M-2, General Manufacturing

Existing Land Use: Industrial building/site

Surrounding Zoning:
North: R-3, Townhouse Residential District
South: M-2, General Manufacturing District
East: M-2, General Manufacturing District
West: M-2, General Manufacturing District

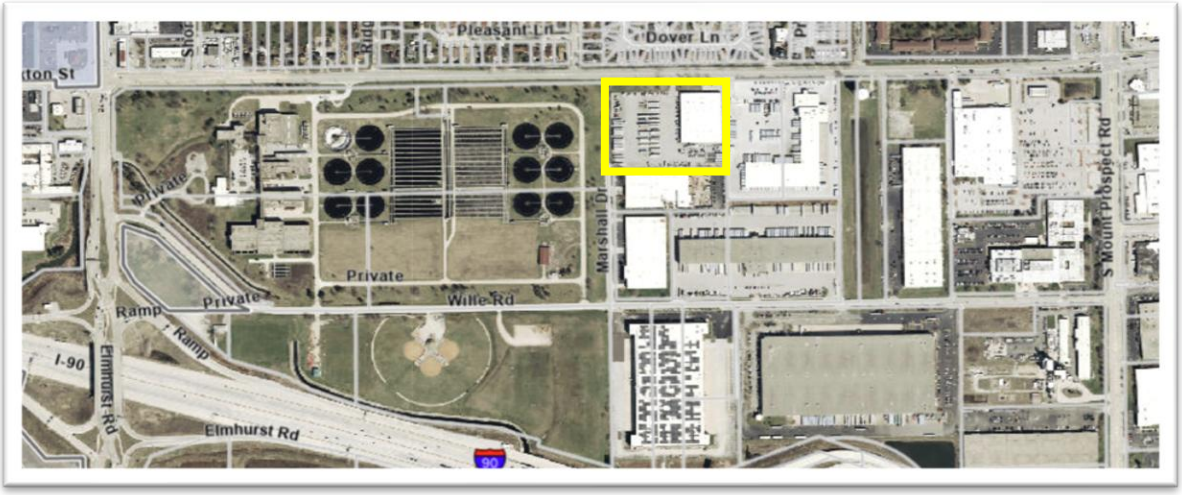
Surrounding Land Uses:
North: Townhouse Residences (residential)
South: Manufacturing (industrial)
East: Warehouse (industrial)
West: Metropolitan Water Reclamation District Treatment Plant

Street Classification: West Oakton Street is classified as a minor arterial under IDOT jurisdiction.

Comprehensive Plan: The Comprehensive Plan illustrates this site as industrial.

Property/Zoning History:

The property at 301 W. Oakton Street has been used for industrial uses since the late 1960s. Per City records, a driveway access point to Marshall Drive at the southwest corner of the property was added in 1995.
The following is an aerial photo of the subject property's immediate neighborhood with the subject property outlined in yellow:



CONDITIONAL USE

Request Description:

Overview

The petitioner requests a conditional use to operate a livery service on the subject property as described in the attached Project Narrative. A livery service is a conditional use in the M-2 district.

The subject property consists of one 7.29 acre parcel located on the south side of West Oakton Street. It is developed with an industrial building and off-street parking areas.

Proposed Operations

Based on the attached Project Narrative, the site will be used for school bus parking and storage, dispatch and administrative functions, driver staging, training, and other customary operational activities associated with public/private school transportation services.

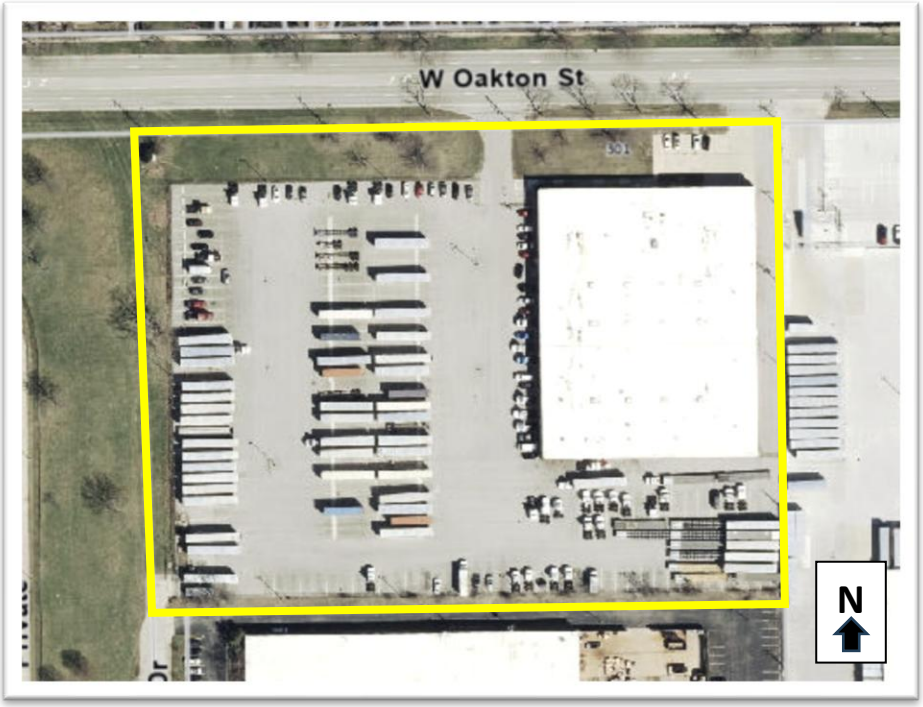
Operations will occur primarily during the school year with primary operating hours from 5:30 AM to 5:30 PM, Monday to Friday. Peak activity periods are anticipated between approximately 6:30-9:00 AM and 2:00-5:00 PM. The petitioner anticipates 8 full-time and 85 part-time employees, with staggered work schedules based on routing and school schedules.

Proposed Site Plan and Off-Street Parking

As shown in the attached Site and Striping Plan, the site will have 73 passenger vehicle off-street parking spaces for on-site staff and drivers. Additionally, there are 85 bus parking spaces within the property's fenced off-street area with ample circulation aisles throughout the site providing adequate turn-radiuses for typical active, reserved and/or under-repair school buses.

City Code Section 12-9-7 (Off Street Parking Requirements) does not explicitly list a minimum off-street parking requirement for Livery Services. Therefore, we rely on the petitioner's operational description and traffic study to determine if the subject property may have sufficient off-street parking. With the 73 passenger vehicle parking spaces and 85 bus parking spaces and 74 spaces planned to be open during operating hours, there should be sufficient off-street parking throughout the subject property to accommodate the proposed livery service given the staggered driver start times and that a bus parking space could be used for passenger vehicle parking when busses are in service.

Lastly, the subject property's parking areas do not currently fully comply with City Code Section 12-10-8 (Parking Lot Landscaping) especially regarding the interior parking lot landscaping requirements (i.e. parking space end islands, etc.). Given the existing and proposed site conditions on the attached site and striping plan and the following aerial photo, there is no substantive change to the parking area striping and circulation layout warranting installation of parking lot landscaping requiring the property be brought closer to or into full compliance. Additionally, the large approximately 60-foot-wide landscaped yard along the Oakton Street ROW and the approximately 26-foot-wide landscaped buffer along the west property line provide ample site landscape buffering on the subject property's publicly perceivable sides which should compensate for the existing nonconforming parking lot landscaping within the subject property's site interior.



Traffic Impacts, Access & Circulation

The petitioner's attached traffic study outlines the proposed use's traffic impact patterns during working normal operating hours. The study explains the staggered departure and return dynamics in detail showing that the proposed operation should have no objectively measurable impact on the traffic flow on the surrounding neighborhood roadways. This position is warranted by the provided narrative traffic study and the departure and return exhibits showing use of Oakton Street and Marshall Drive/Wille Road as a method of distributing bus departures and returns throughout the use's operating days of the year.

Lastly, the proposed livery service's peaks are limited to weekdays during the normal school year which is a natural limitation on the breadth of the use's impact. This can be compared to a permitted warehouse/logistics use that could occupy the subject property, which is permitted by-right to operate 24 hours a day, 7 days a week, and all year long.

Standards for Conditional Use: Conditional Use requests are subject to the standards set forth in Section 12-3- 4(E) of the Zoning Ordinance. Rationale for how the proposed amendments would satisfy the standards is provided below and in the attached Petitioner Responses to Standards. For its rationale, the Board may use the responses provided as written, modify them, or adopt its own.

1. **The proposed Conditional Use is in fact a Conditional Use established within the specific Zoning district involved:**

   Comment: The property is zoned M-2, General Manufacturing District and a Livery Service is a conditional use within the M-2 zoning district.

2. **The proposed Conditional Use is in accordance with the objectives of the City's Comprehensive Plan:**

   Comment: The 2019 Comprehensive Plan Future Land Use Map designates this property for Industrial land uses. The proposed livery service is an industrial use aligning with the Comprehensive Plan and as proposed could be considered a lower intensity industrial land use generally and even within the context of possible livery service operations.

3. **The proposed conditional Use is designed, constructed, operated and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity:**

   Comment: The proposed livery service will be located within an existing industrial building that is harmonious and appropriate in appearance to adjacent industrial development along the south side of West Oakton Street. Additionally, the proposed livery service may be a lower intensity peak livery service operation and whose operational peaks will be primarily limited weekdays during the normal school years as opposed to the possible all day/year operations permitted by-right for warehouse/logistics operations.

4. **The proposed Conditional Use is not hazardous or disturbing to existing neighboring uses:**
   Comment: As stated above, the proposed livery service is a lower intensity peak livery service operation and whose operational peaks will be primarily limited weekdays during the normal school years as opposed to the possible all day/year operations permitted by-right for warehouse/logistics operations.

5. **The proposed Conditional Use is to be served adequately by essential public facilities and services, such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer, and schools; or, agencies responsible for establishing the Conditional Use shall provide adequately any such services:**

   Comment: The proposed livery service should not have any objectively measurable impact on the adjacent Oakton Street and Marshall Drive/Wille Road streets and will not have any impact on any other essential public facilities.

6. **The proposed Conditional Use does not create excessive additional requirements at public expense for public facilities and services and will not be detrimental to the economic well-being of the entire community:**

   Comment: The proposed livery service should not create excessive additional requirements at the public expense, especially in relation to the other M-2 district permitted by-right land uses.

7. **The proposed Conditional Use does not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke fumes, glare or odors:**

   Comment: Additionally, as stated above, the proposed livery service is a lower intensity peak livery service operation with operational peaks primarily limited to weekdays during the normal school years as opposed to the possible all day/year operations permitted by-right for warehouse/logistics operations.

8. **The proposed Conditional Use provides vehicular access to the property designed so that it does not create an interference with traffic on surrounding public thoroughfares:**

   Comment: By staggering driver arrival times, bus departure and return times, the school year peak operational periods and the ability to use the adjacent Oakton St and Marshall Dr/Wille Rd distributive road network, the traffic impacts should be nearly immeasurable given the traffic generated by immediate neighboring land uses and the general sub-regional traffic using the Oakton Street corridor.

9. **The proposed Conditional Use does not result in the destruction, loss, or damage of natural, scenic, or historic features of major importance:**

   Comment: The proposed Livery Service will use the existing building and parking area and will not result in a disturbance of natural, scenic, or historic features of major importance.

10. **The proposed Conditional Use complies with all additional regulations in the Zoning Ordinance specific to the Conditional Use requested:**

    Comment: There should be no other specific additional regulations for the proposed livery service.

Planning and Zoning Board (PZB) Recommendation

The PZB held a public hearing on June 9, 2026 to consider the request and voted 4-0 to recommend that City Council approve the conditional use request with the following condition of approval. The rationale for the PZB's vote is captured in the attached excerpt of minutes from the June 9, 2026 PZB Meeting.

Condition of Approval:

1. If negative traffic impact complaints are made to the City and the City staff investigates and finds valid negative impacts created by the livery service operation, City staff and the business operator will work together to resolve these negative traffic impacts.

City Council Action

Pursuant to Section 12-3-4.D.4 of the City Code, the City Council has the final authority on the conditional use request. The Council may approve, approve with modifications, or deny Ordinance Z-15-26, which includes the requested conditional use on the subject property. If the City Council decides to approve this request, staff and PZB recommend the following conditions.

Conditions of Approval:

1. If negative traffic impact complaints are made to the City and the City staff investigates and finds valid negative impacts created by the livery service operation, City staff and the business operator will work together to resolve these negative traffic impacts.

Attachments:

Attachment 1: Petitioner's Project Narrative & Site Plan
Attachment 2: Chairman Szabo PZB Recommendation Letter
Attachment 3: Excerpt of Minutes from the June 9, 2026 PZB Meeting

Ordinance Z-15-26

Exhibit A: Project Narrative & Site Plan
Exhibit B: Unconditional Agreement and Consent

PROJECT NARRATIVE

Conditional Use Permit Application
301 W. Oakton Street, Des Plaines, Illinois

Applicant / Tenant

Summit School Services LLC ("Summit School Services")

Property Owner

GTV Des Plaines LLC

Project Description

The applicant is seeking approval of a Conditional Use Permit to allow a school bus operations and dispatch facility to be operated by Summit School Services at the existing industrial property located at 301 W. Oakton Street in Des Plaines, Illinois. The property is located within the M2 General Manufacturing District and is improved with an existing industrial building and associated paved parking and circulation areas.

The proposed use will occur entirely within the existing building and paved site. No expansion of the building footprint or intensification of site coverage is proposed.

Nature of the Proposed Use

Summit School Services is a transportation company providing student transportation services primarily for nearby school districts, with limited and occasional charter or private transportation services. The facility will be used for off-street parking and storage of school buses, dispatch and administrative functions, driver staging, training, and other customary operational activities associated with school transportation services.

Interior space within the building will be used for administrative offices, dispatch, training areas, driver facilities, and limited support functions typical of a transportation operations center.

Hours of Operation

Operations will occur primarily during the school year and generally follow school transportation schedules.

- **Primary operating hours:**
  Monday through Friday, approximately **5:30 AM to 5:30 PM**
- **Peak activity periods:**
  Approximately **6:00–9:00 AM** and **2:00–5:00 PM**
    - Employees will arrive between 5:30-6:30 AM
    - Buses will depart between 6:30-8:25 AM
    - Buses will return between 8:10-9 AM
    - Drivers typically leave the premises by 9:30 AM
    - Drivers return between 1:30-2:30 PM
    - Buses will depart between 2:35-3:35 PM
    - Buses will return between 3:45-5:00 PM
    - Drivers and Employees depart by 5:30 PM
    - Up to 74 buses will depart and return during each of the morning and afternoon operating periods.
- **Weekend activity:**
  Limited and intermittent, averaging **1–2 times per month** for short durations
- **Seasonality:**
  Operations are significantly reduced during summer months when school is not in session

---

Employees

Summit School Services anticipates employing approximately:

- **8 full-time employees**, and
- **85 part-time employees**

Employee schedules are staggered based on routing and school schedules, which limits peak on-site employee presence at any given time.

Parking and Site Circulation

The site provides adequate paved area for bus parking, employee parking, and internal circulation. A total of approximately **158 parking spaces** are provided, inclusive of fleet vehicles and employee parking, including 85 bus positions, 67 employee parking stalls, and 6 guest parking stalls.

Buses will utilize the existing **north and south driveways** for site access. Approximately 44 buses will depart and return using the Oakton St driveway to the north, and approximately 30 buses will depart and return using the Marshall Dr driveway to the south.

Internal circulation will be managed in a **counter-clockwise traffic pattern** to promote safe and efficient vehicle movement and to minimize congestion within the site and at public access points. Bus routes will be designed to maximize righthand turns to and from adjacent thoroughfares.

Compatibility with Surrounding Area

The property is located within an established industrial area characterized by manufacturing, warehouse, and transportation-related uses. The proposed use is consistent with the character and function of the surrounding area and represents an appropriate reuse of an existing industrial facility.

All activities will be conducted within an existing developed site designed to accommodate vehicle-oriented operations, and no adverse impacts to surrounding properties are anticipated.

To minimize effect on residential rear yards across Oakton Street, additional sound-dampening trees and shrubs will be planted within the existing 60-foot landscape setback along Oakton Street.

Conclusion

The proposed use is consistent with the intent of the M2 zoning district and the City's comprehensive planning objectives. It will:

- operate within an existing industrial building;
- utilize existing infrastructure;
- provide transportation services that support local school districts; and
- reduce the impacts associated with the site's prior heavy freight use while remaining compatible with surrounding industrial operations.

While transportation-related uses can, in certain contexts, create higher intensity impacts, the proposed Summit School Services operation has been designed and will be operated in a

manner that minimizes potential impacts on surrounding properties. The site is located within an established industrial corridor and is separated from residential properties to the north by Oakton Street, a multi-lane arterial roadway, in addition to a 60-foot landscape buffer that includes sound-dampening plantings.

Importantly, the property is currently utilized for trucking and logistics operations, and the proposed school bus use represents a comparable, and in many respects less intensive, operation. Vehicle activity will be scheduled and concentrated within defined weekday periods rather than occurring continuously throughout the day or overnight, with significantly reduced activity outside of peak school transportation times and during summer months.

The facility will function as a controlled staging and dispatch operation with no public access and managed internal circulation designed to minimize congestion and idling. Given these operational characteristics and the existing industrial context, the proposed use is not anticipated to create adverse impacts on surrounding properties or nearby residential areas.

Approval of the requested Conditional Use Permit is respectfully requested.

COMMUNITY AND ECONOMIC DEVELOPMENT
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5306
desplaines.org

STANDARDS FOR CONDITIONAL USES

The Planning and Zoning Board and City Council review the particular facts and circumstances of each proposed Conditional Use in terms of the following standards. Keep in mind that in responding to the items below, you are demonstrating that the proposed use is appropriate for the site and will not have a negative impact on surrounding properties and the community. Please answer each item completely and thoroughly (two to three sentences each).

1. The proposed conditional use is in fact a conditional use established within the specific zoning district involved;

   The proposed use is a conditional use that is expressly contemplated within the M2 General Manufacturing District. The requested approval follows the City's established process for evaluating uses that are industrial in nature but require case-specific review to ensure site compatibility.

2. The proposed conditional use is in accordance with the objectives of the city's comprehensive plan and this title;

   The proposed use is consistent with the City's comprehensive plan and zoning objectives by placing a transportation-related operational use within an established industrial corridor. The use supports continued employment and reinvestment in an existing industrial property without introducing incompatible residential or commercial activity.

3. The proposed conditional use is designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity;

   The site is located in an area characterized by industrial and transportation-oriented uses, and the proposed use is consistent in scale and appearance with surrounding development. No new buildings or exterior expansions are proposed, and existing paved parking and circulation areas will continue to be used.

4. The proposed conditional use is not hazardous or disturbing to existing neighboring uses;

   The proposed use will not be hazardous or disturbing to neighboring properties. Operations will occur primarily during weekday daytime hours, and activities will be conducted within an established industrial setting designed to accommodate vehicle-oriented uses.

5. The proposed conditional use is to be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer, and schools; or the persons or agencies responsible for the establishment of the proposed conditional use shall provide adequately any such services;

   The property is fully served by existing public infrastructure, including public streets, utilities, drainage, police, and fire protection. The proposed use does not require extensions or upgrades to public facilities beyond their current capacity.

6. The proposed conditional use does not create excessive additional requirements at public expense for public facilities and services and not be detrimental to the economic welfare of the community;

   The proposed conditional use will not create excessive additional demand on public facilities or services at public expense. Instead, it supports continued economic activity, employment, and productive reuse of an existing industrial property within the City.

7. The proposed conditional use does not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors;

   The use will not generate excessive traffic, noise, fumes, glare, or odors beyond what is typical for an industrial transportation-related facility. Bus activity will be concentrated around school transportation schedules, with reduced operations during summer months when school is not in session.

8. The proposed conditional use provides vehicular access to the property designed that does not create an interference with traffic on surrounding public thoroughfares;

   Vehicular access to the site utilizes existing driveways and internal circulation patterns designed to accommodate larger vehicles. Bus ingress and egress will be managed entirely on site and will not interfere with traffic flow on surrounding public roadways.

9. The proposed conditional use does not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance; and

   The proposed use does not result in the destruction, loss, or alteration of any natural, scenic, or historic features. All activity will occur on previously developed and paved portions of the site, with no disturbance to undeveloped land.

10. The proposed conditional use complies with all additional regulations in this title specific to the conditional use requested

    The proposed conditional use complies with all applicable provisions of the Zoning Code and any additional regulations specific to the use. The applicant will continue to comply with all operational conditions imposed as part of the conditional use approval.

Kenig,Lindgren,O'Hara,Aboona,Inc.

9575 West Higgins Road, Suite 400 | Rosemont, Illinois 60018
p: 847-518-9990 | f: 847-518-9987

MEMORANDUM TO: Rachel Field
Transport Properties

FROM: Brendan S. May, PE, PTOE
Principal

Luay R. Aboona, PE, PTOE
Principal

DATE: May 11, 2026

SUBJECT: Traffic Impact Statement
Proposed Bus Storage Facility
Des Plaines, Illinois

This memorandum summarizes the results of a traffic impact statement prepared by Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) for the proposed school bus storage facility to be located in Des Plaines, Illinois. The site is located at 301 W. Oakton Street and is proposed to contain a school bus facility to be used as a dispatch, maintenance, and storage facility for 74 buses. Access will be provided off Oakton Street.

Existing Traffic Conditions

As indicated earlier the site is located at 301 W. Oakton Street. The stie is occupied by an approximately 60,000 square foot industrial building with truck parking. Access is provided off Oakton Street.

Oakton Street is an east-west, minor arterial roadway that provides two travel lanes in each direction separated by a center two-way left lane. Oakton Street is under the jurisdiction of the Illinois Department of Transportation (IDOT), carries an annual average daily traffic (AADT) volume of 22,700 vehicles (IDOT 2019), and has a posted speed limit of 40 miles per hour.

Characteristics of the Proposed Development

As proposed, the plans call for repurposing the site to contain a school bus storage facility for approximately 74 buses and the existing approximately 60,000 square-foot building will remain and will provide repair spaces, training and office space, a driver break room, and storage. The facility will be staffed by approximately eight full time employees and 85 part-time employees and will primarily offer transportation services to nearby school districts and will have occasional charter/private transportation customers. The hours of operation will be Monday through Friday from 5:30 A.M. to 5:30 P.M. with occasional weekend hours from 7:00 A.M. to 9:00 A.M. (one to two times per month). The parking lot will provide a total of 137 parking spaces to accommodate both bus and employee parking. Access to the site will continue to be provided via the existing access drives off Oakton Street.

Aerial View of Site **Figure 1**

Facility Estimated Trip Generation

The number of peak hour trips estimated to be generated by the proposed facility was based on information provided by the operator regarding the departure and return time for buses. Per the provided information, the peak periods of traffic will occur between 6:00 A.M. and 9:00 A.M. and between 2:00 P.M. to 5:00 P.M. and there will be approximately 74 bus drivers.

During the morning peak period, the drivers will arrive at the site and depart in their buses between 6:30 A.M. and 8:30 A.M. These buses will then return between 8:00 A.M. and 9:00 A.M. During the afternoon peak period, buses will depart between 2:30 P.M. and 3:30 P.M. and will return between 3:45 P.M. and 5:00 P.M. With 74 bus drivers and eight full time employees, the facility is anticipated to generate approximately 312 daily trips (buses/personal vehicles).

Based on the anticipated bus schedules, the weekday morning peak hour of traffic is anticipated to occur between 8:00 A.M. and 9:00 A.M. with 182 vehicle trips and the weekday evening peak hour of traffic is anticipated to occur between 4:00 P.M. and 5:00 P.M. with 140 vehicle trips. It should be noted that it was assumed that the eight full time employees arrived during the weekday morning peak hour and departed during the weekday evening peak hour. **Table 1** summarizes the trips projected to be generated by the proposed facility during these peak hours.

Table 1
PROJECTED SITE-GENERATED TRAFFIC VOLUMES

	Weekday Morning Peak Hour			Weekday Evening Peak Hour			Weekday Daily Trips		
	In	**Out**	**Total**	**In**	**Out**	**Total**	**In**	**Out**	**Total**
Personal Vehicles	21	74	95	0	74	74	82	82	164
Buses	74	13	87	66	0	66	74	74	148
Total Trips	**95**	**87**	**182**	**66**	**74**	**140**	**156**	**156**	**312**

Traffic and Access Evaluation

Overall, the proposed facility will have a limited impact on the area roadway network due to the following:

- The proposed facility will increase the daily traffic volumes along Oakton Street by less than one percent.
- The trips generated by the facility will not all be new trips to the study area as the facility will be replacing an existing industrial use generating both passenger vehicle and truck traffic.

- Based on available count data at the intersection of Oakton Street with Mt. Prospect Road from 2023, Oakton Street along the site frontage carries approximately 1,500 vehicles during the weekday morning peak hour and 1,800 vehicles during the weekday evening peak hour. The facility will increase the traffic volumes during the peak hours by an average of five percent.

- The facility will utilize existing access drive on Oakton Street which is served by an existing center two-way left-turn lane.

- Inbound and outbound bus activity will be distributed over a two to three hour period during the weekday morning and weekday afternoon.

Conclusion

Based on the preceding evaluation, the following is concluded:

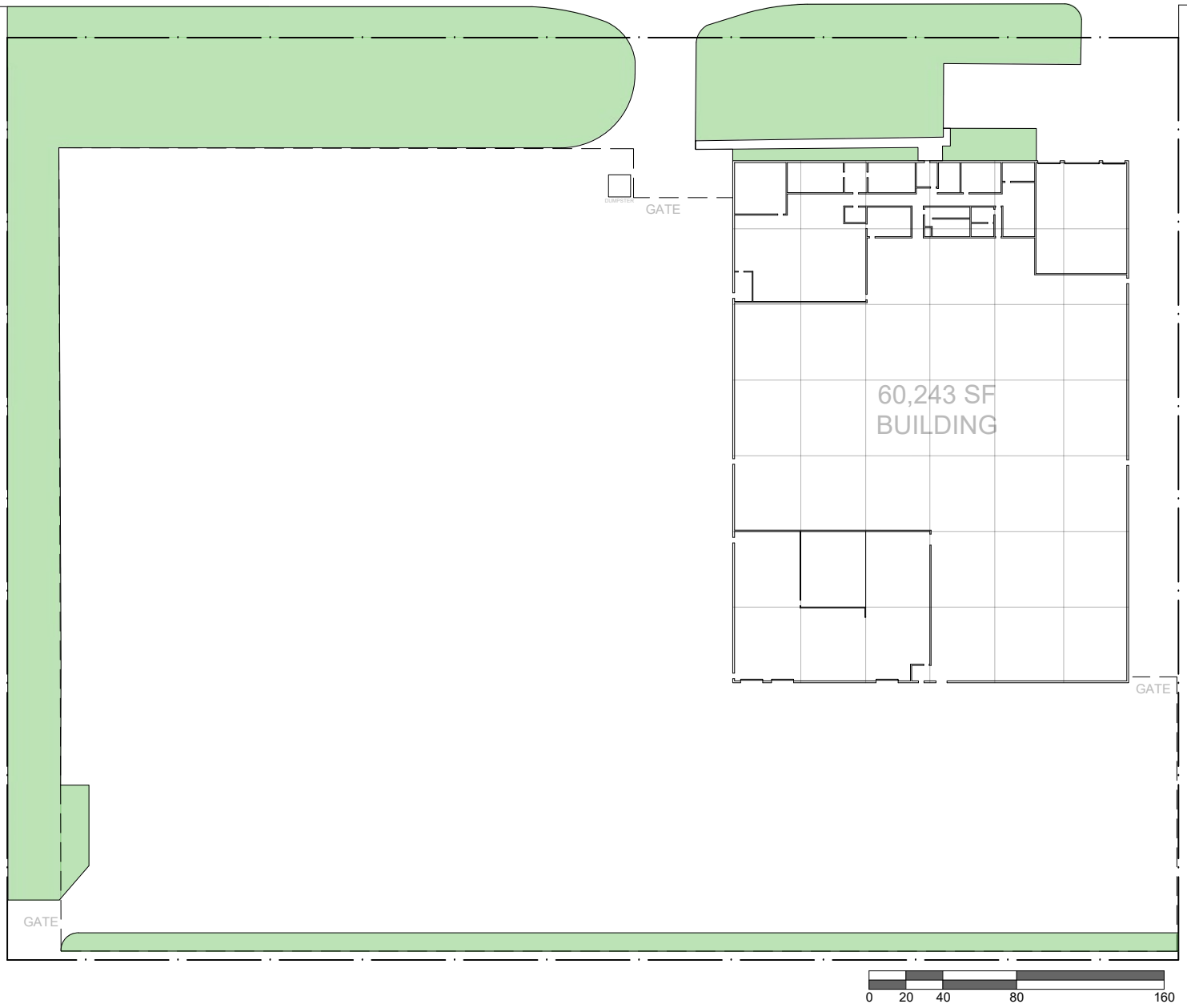
- The volume of traffic generated by the proposed facility will have a limited impact on the operations of the area roadway network.

- The proposed facility will increase the daily traffic volume along Oakton Street by less than one percent.

- The trips generated by the facility will not all be new trips to the study area as the facility will be replacing an existing industrial use generating both passenger vehicle and truck traffic.

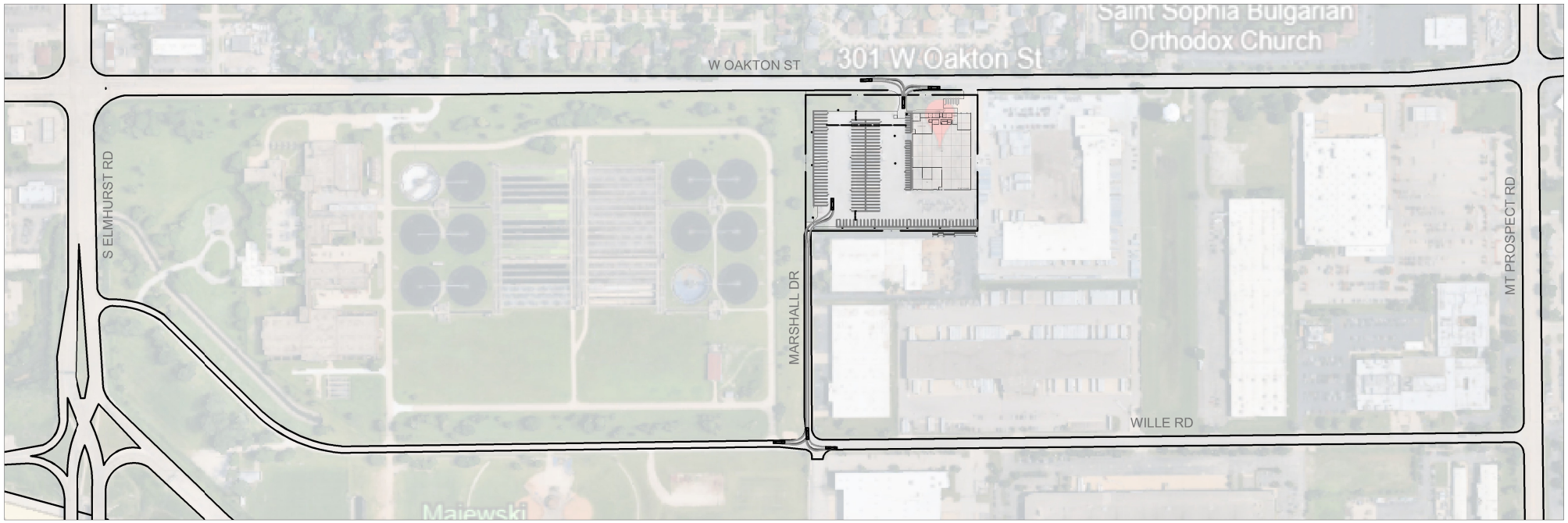
- Oakton Street along the site frontage provides a center two-way left-turn lane.

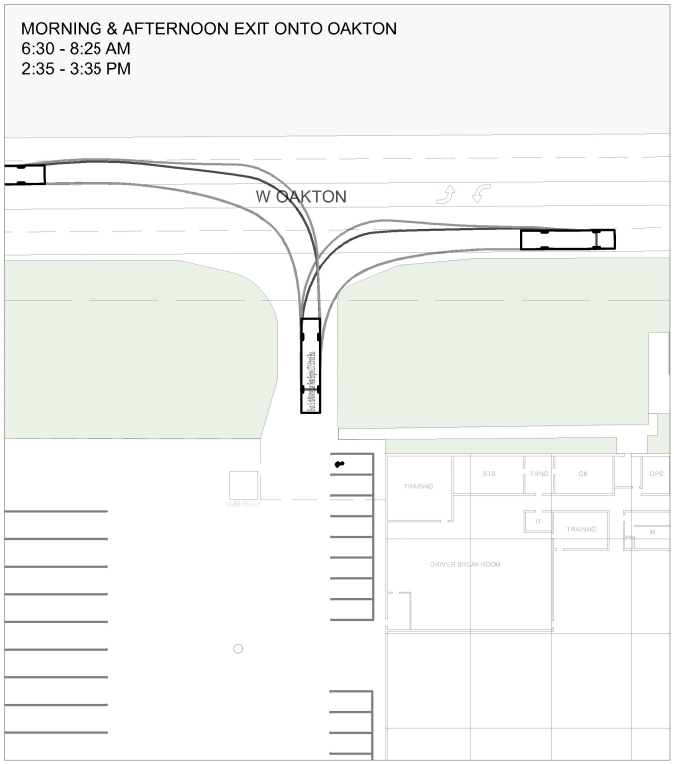
Appendix

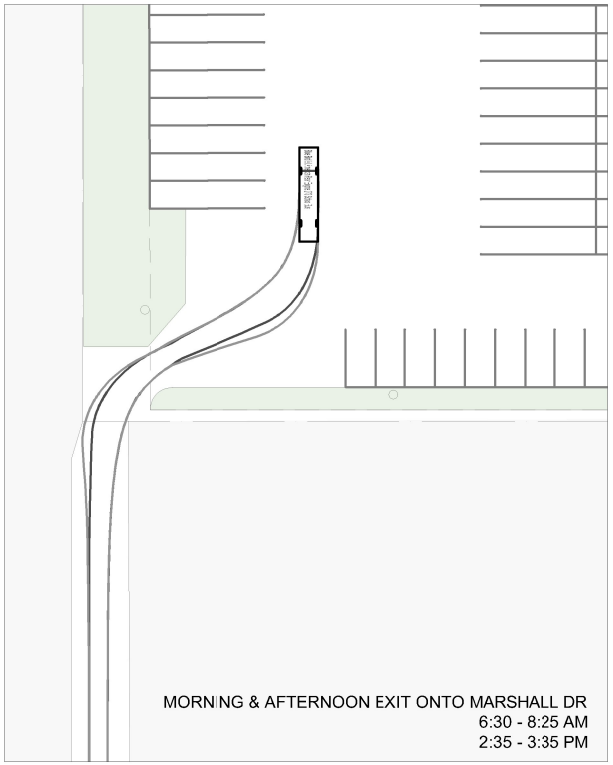

W. OAKTON STREET
GATE
60,243 SF
BUILDING
GATE
GATE
0
20
40
80
160

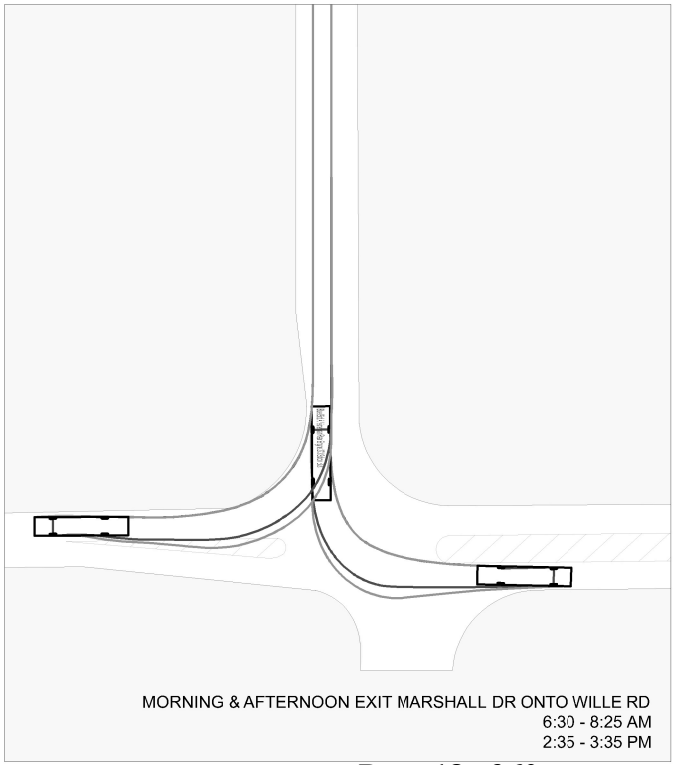
301 W. OAKTON, DES PLAINES, IL

DEPARTURE TURNING MOVEMENT DIAGRAM • BLUE BIRD REAR-ENGINE 273 8' X 40' EXAMPLE



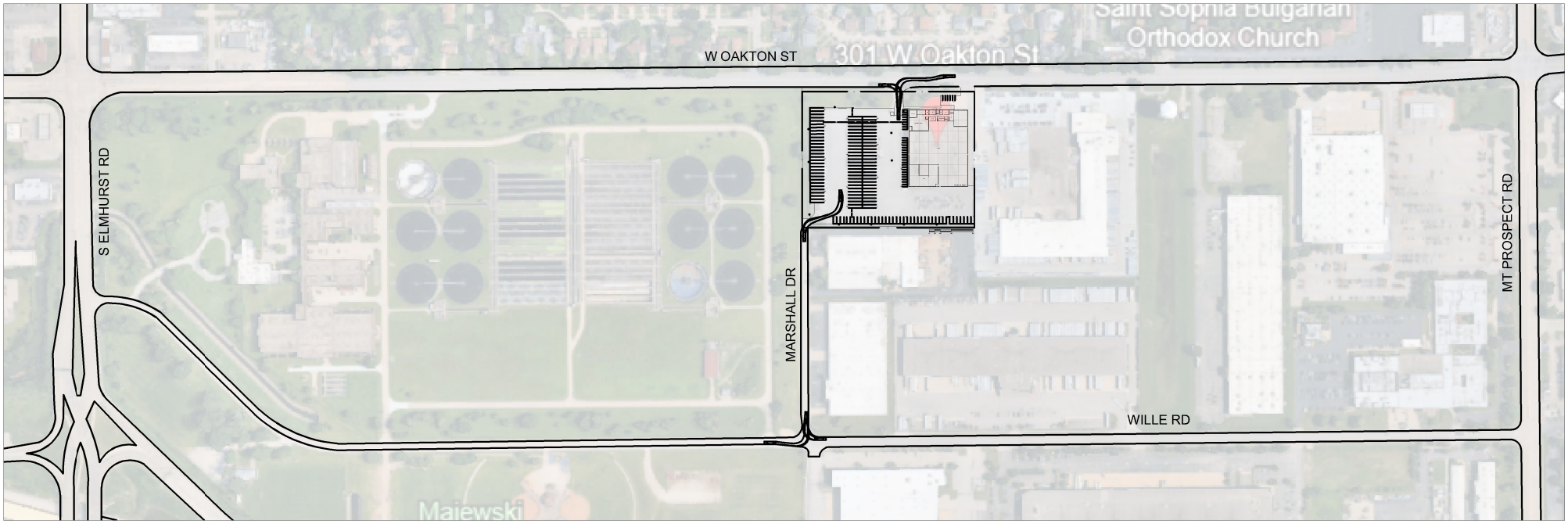


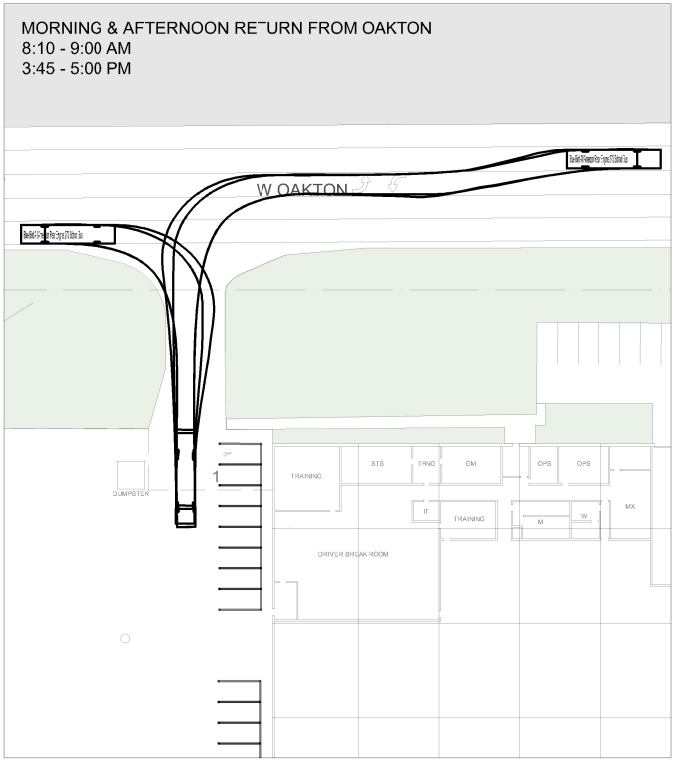


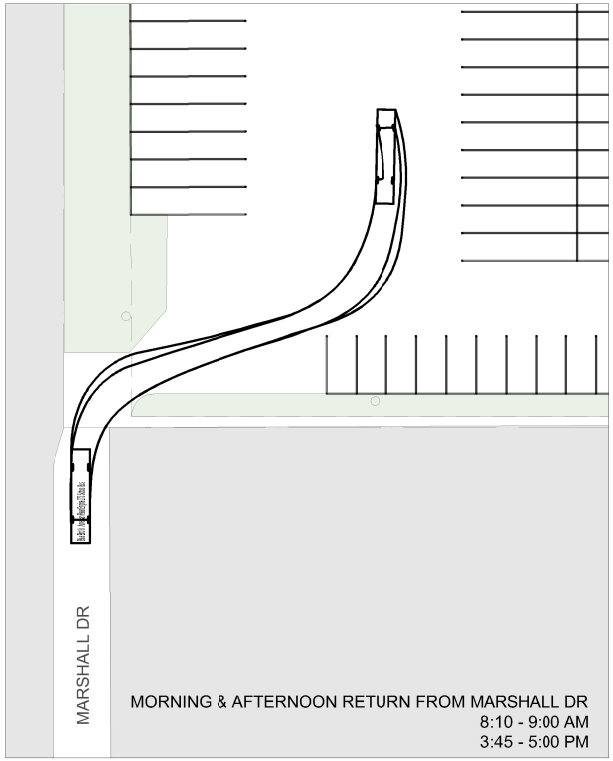


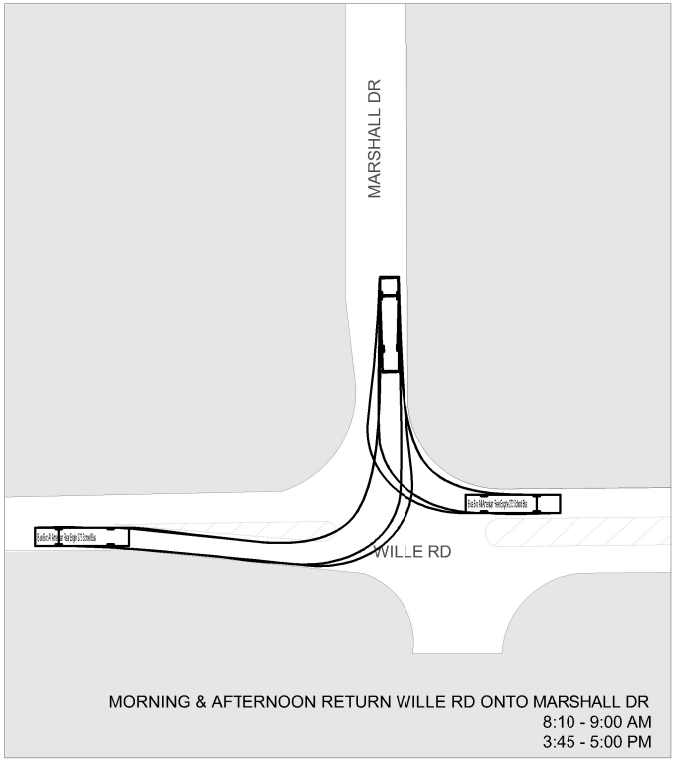
301 W. OAKTON, DES PLAINES, IL

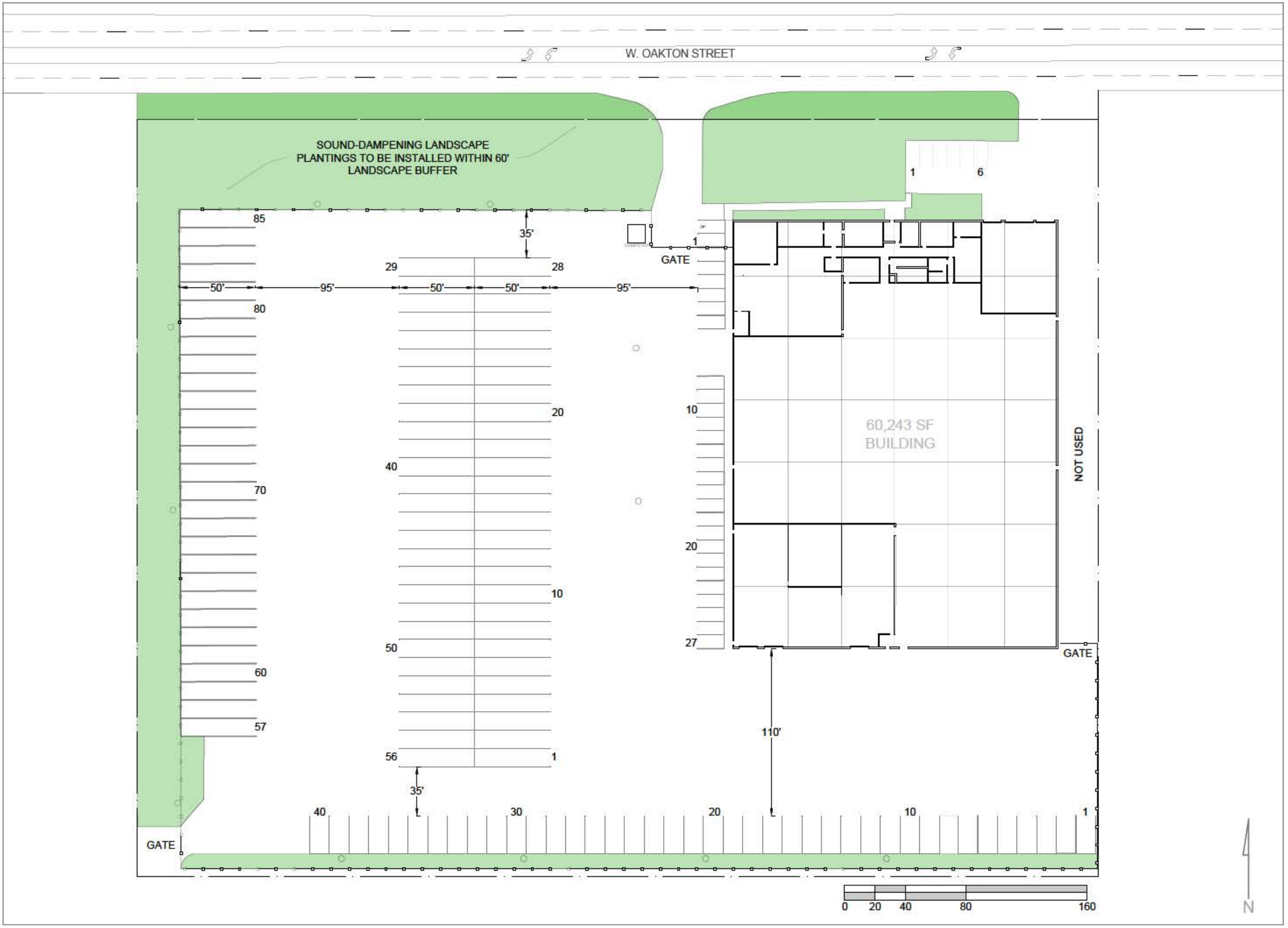
RETURN TURNING MOVEMENT DIAGRAM • BLUE BIRD REAR-ENGINE 273 8' X 40' EXAMPLE





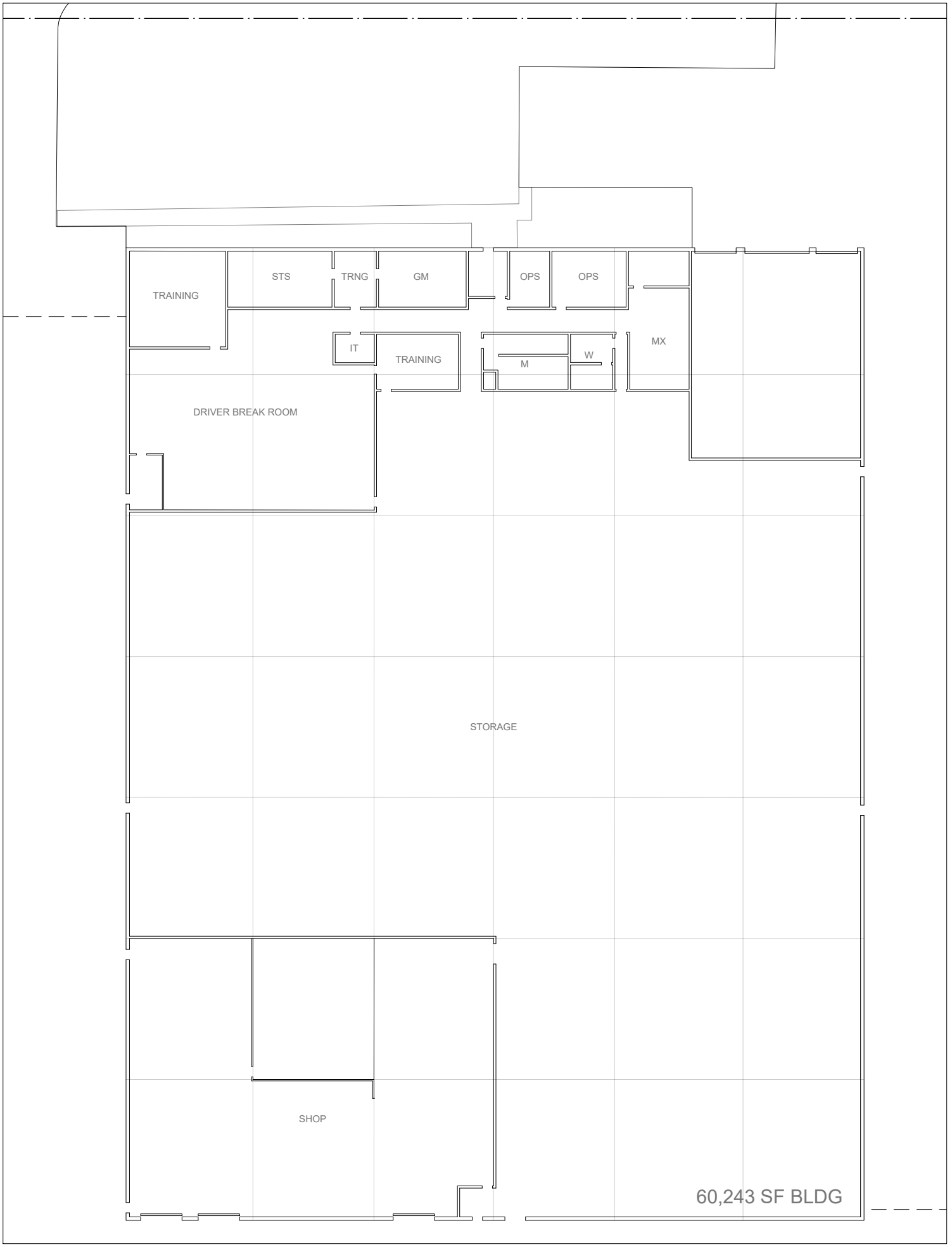






301 W. OAKTON, DES PLAINES, IL

85 BUS POSITIONS • 67 EMPLOYEE PARKING STALLS • 6 GUEST PARKING STALLS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COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT
1420 Miner Street, Des Plaines, IL 60016
P: 847.391.5306 | desplainesil.gov

June 10, 2026

Mayor Goczkowski and Des Plaines City Council
CITY OF DES PLAINES

Subject: Planning and Zoning Board – 301 W. Oakton St, Case #26-020-CU

RE: Consideration of Livery Service Conditional Use

Honorable Mayor and Members of the Des Plaines City Council:

The Planning and Zoning Board (PZB) held a public hearing on June 9 2026 to consider the requests.

1. Wesley E. Smith on behalf of the Petitioner Summit School Services presented the request for Livery Service Conditional Use at the subject property – 301 W. Oakton St.

2. PZB members asked a series of general questions, which primarily centered on the distribution of the school bus departures and returns over a given operational period and reiterated that the subject property's access to Oakton St and Marshall Dr provides suitable distributive traffic network.

3. CED staff summarized the staff report with slides providing an analysis of the request and it's low intensity nature.

4. No members of the public spoke on this request.

5. The PZB voted 4-0 to recommend that City Council approve the conditional use request with the one staff recommended condition as written.

Respectfully submitted,

James Szabo
Des Plaines Planning and Zoning Board, Chairman
Cc: City Officials/Aldermen

[redacted]

PENDING APPLICATIONS:

1. **Address:** 301 W Oakton St **Case Number:** 26-020-CU

The petitioner requests Conditional Use approval for a Livery Service/private school bus depot business and any other variations, waivers, and zoning relief as may be necessary.

Petitioner: Summit School Services LLC, 2601 Navistar Dr, Lisle, IL 60532

Owner: GTV Des Plaines LLC, 9500 Bryn Mawr Ave, Suite 103, Rosemont, IL 60018

Chairman Szabo swore in Mr. Wesley Smith representing the petitioner.

Mr. Smith gave a brief description of the request.

Member Fowler asked what school districts do they serve. Mr. Smith said they will initially serve Elk Grove Village with a plan to serve other communities eventually.

Member Veremis asked where they're moving from. Mr. Smith said they are not relocating as this is part of a new contract.

Member Veremis asked if they plan to hire locally. Mr. Smith said they are planning to hire from Des Plaines and nearby communities, including paid CDL training, once they're operational.

Member Veremis said she thinks the proposed use will be less impactful than the current trucking facility on site and asked how the site will be accessed from Marshall. Mr. Smith said there is a driveway and both buses and personal vehicles can access the property.

Chair Szabo asked if this site will require new bus purchases. Mr. Smith said they have other buses in their fleet from a different contract, going on to describe the nature and extent of the company's operations.

Assistant Director Mendel outlined the staff analysis.

Issue: The petitioner requests a Livery Service Conditional Use in the M-2 district at 301 W. Oakton Street.

Petitioner: Summit School Services LLC, 2601 Navistar Drive, Lisle, IL 60532

Owners: GTV Des Plaines LLC, 9500 Bryn Mawr Avenue, Suite 130, Rosemont, IL 60018

Case Number: #26-020-CU

PIN: 08-25-200-004-0000

Ward Number: #8, Alderman Mike Charewicz

Existing Zoning: M-2, General Manufacturing

Existing Land Use: Industrial building/site

Surrounding Zoning:
North: R-3, Townhouse Residential District
South: M-2, General Manufacturing District
East: M-2, General Manufacturing District
West: M-2, General Manufacturing District

Surrounding Land Uses:
North: Townhouse Residences (residential)
South: Manufacturing (industrial)
East: Warehouse (industrial)
West: Metropolitan Water Reclamation District Treatment Plant

Street Classification: West Oakton Street is classified as a minor arterial under IDOT jurisdiction.

Comprehensive Plan: The Comprehensive Plan illustrates this site as industrial.

Property/Zoning History:
The property at 301 W. Oakton Street has been used for industrial uses since the late 1960s. Per City records, a driveway access point to Marshall Drive at the southwest corner of the property was added in 1995.

The following is an aerial photo of the subject property's immediate neighborhood with the subject property outlined in yellow:

CONDITIONAL USE

Request Description:

Overview

The petitioner requests a conditional use to operate a livery service on the subject property as described in the attached Project Narrative. A livery service is a conditional use in the M-2 district. The subject property consists of one 7.29 acre parcel located on the south side of West Oakton Street. It is developed with an industrial building and off-street parking areas.

Proposed Operations

Based on the attached Project Narrative, the site will be used for school bus parking and storage, dispatch and administrative functions, driver staging, training, and other customary operational activities associated with public/private school transportation services.

Operations will occur primarily during the school year with primary operating hours from 5:30 AM to 5:30 PM, Monday to Friday. Peak activity periods are anticipated between approximately 6:30-9:00 AM and 2:00-5:00 PM. The petitioner anticipates 8 full-time and 85 part-time employees, with staggered work schedules based on routing and school schedules.

Proposed Site Plan and Off-Street Parking

As shown in the attached Site and Striping Plan, the site will have 73 passenger vehicle off-street parking spaces for on-site staff and drivers. Additionally, there are 85 bus parking spaces within

the property's fenced off-street area with ample circulation aisles throughout the site providing adequate turn-radiuses for such the typical the active, reserved and/or under-repair school buses.

City Code Section 12-9-7 (Off Street Parking Requirements) does not explicitly list a minimum off-street parking requirement for Livery Services. Therefore, we rely on the petitioner's operational description and traffic study to determine if the subject property may have sufficient off-street parking. With the 73 passenger vehicle parking spaces and 85 bus parking spaces and 74 spaces planned to be open during operating hours, there should be sufficient off-street parking throughout the subject property to accommodate the proposed livery service given the staggered driver start times and that a bus parking space could be used for passenger vehicle parking when busses are in service.

Lastly, the subject property's parking areas do not currently fully comply with City Code Section 12-10-8 (Parking Lot Landscaping) especially regarding the interior parking lot landscaping requirements (i.e. parking space end islands, etc.). Given the existing and proposed site conditions on the attached site and striping plan and the following aerial photo, there is no substantive change to the parking area striping and circulation layout warranting installation of parking lot landscaping requiring the property be brought closer to or into full compliance. Additionally, the large approximately 60-foot-wide landscaped yard along the Oakton Street ROW and the approximately 26-foot-wide landscaped buffer along the west property line provide ample site landscape buffering on the subject property's publicly perceivable sides which should compensate for the existing nonconforming parking lot landscaping within the subject property's site interior.

Traffic Impacts, Access & Circulation
The petitioner's attached traffic study outlines the proposed use's traffic impact patterns during working normal operating hours. The study explains the staggered departure and return dynamics in detail showing that the proposed operation should have no objectively measurable impact on the traffic flow on the surrounding neighborhood roadways. This position is warranted by the provided narrative traffic study and the departure and return exhibits showing use of Oakton Street and Marshall Drive/Wille Road as a method of distributing bus departures and returns throughout the use's operating days of the year.

Lastly, the proposed livery service's peaks are limited to weekdays during the normal school year which is a natural limitation on the breadth of the use's impact. This can be compared to a permitted warehouse/logistics use that could occupy the subject property, which is permitted by-right to operate 24 hours a day, 7 days a week, and all year long.

Standards for Conditional Use: Conditional Use requests are subject to the standards set forth in Section 12-3- 4(E) of the Zoning Ordinance. Rationale for how the proposed amendments would satisfy the standards is provided below and in the attached Petitioner Responses to Standards. For its rationale, the Board may use the responses provided as written, modify them, or adopt its own.

1. **The proposed Conditional Use is in fact a Conditional Use established within the specific Zoning district involved:**
   Comment: The property is zoned M-2, General Manufacturing District and a Livery Service is a conditional use within the M-2 zoning district.

2. **The proposed Conditional Use is in accordance with the objectives of the City's Comprehensive Plan:**
   Comment: The 2019 Comprehensive Plan Future Land Use Map designates this property for Industrial land uses. The proposed livery service is an industrial use aligning with the Comprehensive Plan and as proposed could be considered a lower intensity industrial land use generally and even within the context of possible livery service operations.

3. **The proposed conditional Use is designed, constructed, operated and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity:**
   Comment: The proposed livery service will be located within an existing industrial building that is harmonious and appropriate in appearance to adjacent industrial development along the south side of West Oakton Street. Additionally, the proposed livery service may be a lower intensity peak livery service operation and whose operational peaks will be primarily limited weekdays during the normal school years as opposed to the possible all day/year operations permitted by-right for warehouse/logistics operations.

4. **The proposed Conditional Use is not hazardous or disturbing to existing neighboring uses:**

Comment: As stated above, the proposed livery service is a lower intensity peak livery service operation and whose operational peaks will be primarily limited weekdays during the normal school years as opposed to the possible all day/year operations permitted by-right for warehouse/logistics operations.

5. **The proposed Conditional Use is to be served adequately by essential public facilities and services, such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer, and schools; or, agencies responsible for establishing the Conditional Use shall provide adequately any such services:**
   Comment: The proposed livery service should not have any objectively measurable impact on the adjacent Oakton Street and Marshall Drive/Wille Road streets and will not have any impact on any other essential public facilities.

6. **The proposed Conditional Use does not create excessive additional requirements at public expense for public facilities and services and will not be detrimental to the economic well-being of the entire community:**
   Comment: The proposed livery service should not create excessive additional requirements at the public expense, especially in relation to the other M-2 district permitted by-right land uses.

7. **The proposed Conditional Use does not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke fumes, glare or odors:**
   Comment: Additionally, as stated above, the proposed livery service is a lower intensity peak livery service operation with operational peaks primarily limited to weekdays during the normal school years as opposed to the possible all day/year operations permitted by-right for warehouse/logistics operations.

8. **The proposed Conditional Use provides vehicular access to the property designed so that it does not create an interference with traffic on surrounding public thoroughfares:**
   Comment: By staggering driver arrival times, bus departure and return times, the school year peak operational periods and the ability to use the adjacent Oakton St and Marshall Dr/Wille Rd distributive road network, the traffic impacts should be nearly immeasurable given the traffic generated by immediate neighboring land uses and the general sub-regional traffic using the Oakton Street corridor.

9. **The proposed Conditional Use does not result in the destruction, loss, or damage of natural, scenic, or historic features of major importance:**
   Comment: The proposed Livery Service will use the existing building and parking area and will not result in a disturbance of natural, scenic, or historic features of major importance.

10. **The proposed Conditional Use complies with all additional regulations in the Zoning Ordinance specific to the Conditional Use requested:**

Comment: There should be no other specific additional regulations for the proposed livery service.

PZB Procedure and Recommended Conditions: Under Section 12-3-4.D (Procedure for Review and Decision for Conditional Uses) of the Zoning Ordinance, the PZB has the authority to *recommend* that the City Council approve or deny the request. Consideration of the request should be based on a review of the information presented by the petitioner and the findings made above, as specified in Section 12-3-4.E (Standards for Conditional Use) of the Zoning Ordinance. If the PZB recommends and City Council ultimately approves the request, staff recommends the following conditions.

Condition of Approval:

1. If negative traffic impact complaints are made to the City and the City staff investigates and finds valid negative impacts created by the livery service operation, City staff and the business operator will work together to resolve these negative traffic impacts.

Member Veremis asked if staff knows where the current occupant will be going. Assistant Director Mendel stated Mr. Kurtzweil representing the property owner could address this question. Member Veremis stated it was not necessary.

Chairman Szabo asked for public comment. There was none.

Member Veremis moved and Member Fallico seconded a motion to recommend to City Council approval of the conditional use for a livery service at the subject property with the condition of approval recommended by staff.

AYES: Veremis, Fallico, Fowler, and Szabo

NAYS: None

ABSTAIN: None

MOTION CARRIED

2. **Addresses:** 1641-1647 Oakton Pl **Case Number:** 26-024-CU

The petitioner is requesting a conditional use to allow a food processing establishment comprised of more than 2,500 square feet in the C-3, General Commercial District.

Petitioner: Pronto Panifico LLC, 1641 Oakton Place, Des Plaines, Illinois 60018

Owner: 1649 Oakton Place Plaza LLC, 1225 E. Forest Avenue, Des Plaines, IL 60018

Chairman Szabo swore in Atty. Benjamin Ivory and Peter Burdi representing the petitioners.

Mr. Burdi gave a brief description of their request.

CITY OF DES PLAINES

ORDINANCE Z - 15 - 26

AN ORDINANCE APPROVING A CONDITIONAL USE PERMIT TO ALLOW THE OPERATION OF A LIVERY SERVICE AT 301 W. OAKTON STREET DES PLAINES, ILLINOIS.

WHEREAS, GTV Des Plaines LLC (***"Owner"***) is the owner of the property commonly known as 301 W. Oakton Street, Des Plaines, Illinois (***"Subject Property"***); and

WHEREAS, the Subject Property is located in the M-2 General Manufacturing District of the City (***"M-2 District"***) and improved with an industrial building and off-street parking areas (***"Current Improvements"***); and

WHEREAS, Summit School Services LLC, an Illinois limited liability company (***"Petitioner"***), desires to operate a livery service, consisting of school bus parking and storage, dispatch and administrative functions, driver staging, training, and other customary operational activities associated with public and private school transportation services (collectively, the ***"Livery Service"***), entirely within the Current Improvements on the Subject Property; and

WHEREAS, the "Des Plaines Zoning Ordinance of 1998," as amended (***"Zoning Ordinance"***), is codified as Title 12 of the City Code of the City of Des Plaines (***"City Code"***); and

WHEREAS, pursuant to Section 12-7-4.E of the Zoning Ordinance, the operation of the Livery Service is permitted in the M-2 District only with a conditional use permit approved by the City Council; and

WHEREAS, pursuant to Section 12-3-4 of the Zoning Ordinance, Petitioner filed, with the consent of the Owner, an application with the City for the approval of a conditional use permit to allow the operation of the Livery Service on the Subject Property (***"Conditional Use Permit"***); and

WHEREAS, within 15 days after the receipt thereof, the Petitioner's application was referred by the Department of Community and Economic Development to the Planning and Zoning Board of the City of Des Plaines (***"PZB"***); and

WHEREAS, within 90 days from the date of the Petitioner's application a public hearing was held by the PZB on June 9, 2026, pursuant to notice published in the *Des Plaines Journal* on May 20, 2026; and

WHEREAS, notice of the public hearing was mailed to all property owners within 500 feet of the Subject Property; and

WHEREAS, during the public hearing, the PZB heard testimony and received evidence with respect to how the Petitioner intended to satisfy and comply with the applicable provisions of the Zoning Ordinance; and

WHEREAS, pursuant to Section 12-3-4 of the Zoning Ordinance, the PZB filed a written report with the City Council on June 10, 2026, summarizing the testimony and evidence received by the PZB and stating the PZB's recommendation, by a vote of 4-0, to approve the Conditional Use Permit, subject to certain terms and conditions; and

WHEREAS, the Petitioner made representations to the PZB with respect to the Conditional Use Permit which representations are hereby found by the City Council to be material and upon which the City Council relies in approving the Conditional Use Permit; and

WHEREAS, the City Council has considered the written report of the PZB, the applicable standards for conditional use permits set forth in the Zoning Ordinance, and the Community and Economic Development Staff Memorandum dated June 25, 2026, and has determined that it is in the best interest of the City and the public to approve the Conditional Use Permit in accordance with the provisions of this Ordinance;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1. RECITALS. The recitals set forth above are incorporated herein by reference and made a part hereof, the same constituting the factual basis for this Ordinance.

SECTION 2. LEGAL DESCRIPTION OF SUBJECT PROPERTY. The Subject Property is legally described as follows:

> THE NORTH 550 FEET (EXCEPT THE EAST 700 FEET THEREOF) AS MEASURED ALONG THE NORTH AND EAST LINES RESPECTIVELY OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 25, TOWNSHIP 41 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN (EXCEPT THAT PART LYING IN OAKTON STEET), IN COOK COUNTY, ILLINOIS.
>
> PIN: 08-25-200-004-0000
>
> Commonly known as 301 W. Oakton Street, Des Plaines, Illinois.

SECTION 3. APPROVAL OF CONDITIONAL USE PERMIT. Subject to and contingent upon the conditions, restrictions, limitations and provisions set forth in Section 4 of this

Ordinance, the City Council hereby grants the Petitioner the Conditional Use Permit to allow the operation of the Livery Service on the Subject Property. The Conditional Use Permit granted by this Ordinance is consistent with and equivalent to a "special use" as referenced in Section 11-13-25 of the Illinois Municipal Code, 65 ILCS 5/11-13-25.

SECTION 4. CONDITIONS. The Conditional Use Permit granted in Section 3 of this Ordinance shall be, and is hereby, expressly subject to and contingent upon the following conditions, restrictions, limitations, and provisions:

A. Compliance with Law and Regulations. The development, use, operation, and maintenance of the Subject Property and the Livery Service by the Petitioner and Owner must comply with all applicable City codes and ordinances, as the same have been or may be amended from time to time, except to the extent specifically provided otherwise in this Ordinance.

B. Compliance with Plans. Except for minor changes and site work approved by the City Director of Community and Economic Development or Director of Public Works and Engineering (for matters within their respective permitting authorities) in accordance with all applicable City standards, the development, use, operation, and maintenance of the Subject Property and the Livery Service by the Petitioner must comply with the following plans and documents:

1. The Project Narrative, prepared by the Petitioner, consisting of four pages, undated, a copy of which is attached to and made a part of this Ordinance as ***Exhibit A***;

2. The Site Plan, prepared by the Petitioner, consisting of one page, undated, a copy of which is attached to and made a part of this Ordinance as ***Exhibit B***; and

3. The Floor Plan, prepared by Petitioner, consisting of one page, undated, a copy of which is attached to and made a part of this Ordinance as ***Exhibit C***.

4. The Traffic Impact Study, prepared by Kenig, Lindgren, O'Hara, Aboona, Inc., consisting of eight pages, and with a latest revision date of May 11, 2026, a copy of which is attached to and made a part of this Ordinance as ***Exhibit D***.

C. Traffic Impact. If negative traffic impact complaints are made to the City regarding the operation of the Livery Service, and the City staff investigates and finds valid negative impacts created by the operation of the Livery Service, City staff and Petitioner will work together to resolve these negative traffic impacts.

SECTION 5. FAILURE TO COMPLY WITH CONDITIONS.

A. Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with, or resists the enforcement of, any of the provisions of this Ordinance shall be fined not less than $75.00 or more than $750.00 for each offense. Each and every day that a violation of this Ordinance is allowed to remain in effect shall constitute a complete and separate offense. In addition, the appropriate authorities of the City may take such other action as they deem proper to enforce the terms and conditions of this Ordinance, including, without limitation, an action in equity to compel compliance with its terms. Any person, firm or corporation violating the terms of this Ordinance shall be subject, in addition to the foregoing penalties, to the payment of court costs and reasonable attorneys' fees.

B. In the event that the Petitioner fails to develop or maintain the Subject Property in accordance with the requirements of the Zoning Ordinance, or the conditions set forth in Section 4 of this Ordinance, the Conditional Use Permit granted in Section 3 of this Ordinance may be revoked after notice and hearing before the Zoning Administrator of the City, all in accordance with the procedures set forth in Section 12-4-7 of the Zoning Ordinance. In the event of revocation, the development and use of the Subject Property will be governed solely by the regulations of the

M-2 District. Further, in the event of such revocation of the Conditional Use Permit, the City Manager and City's General Counsel are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances. The Owner and the Petitioner acknowledges that public notices and hearings have been held with respect to the adoption of this Ordinance, have considered the possibility of the revocation provided for in this Section, and agree not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice and hearing required by Section 12-4-7 of the Zoning Ordinance is provided to the Petitioner and the Owner.

SECTION 6. BINDING EFFECT. This Ordinance and the privileges, obligations, and provisions contained in this Ordinance run with the Subject Property and inure to the benefit of, and are binding upon, the Owner and the Petitioner, and their respective personal representatives, successors, and assigns, including, without limitation, subsequent purchasers or lessees of the Subject Property.

SECTION 7. SEVERABILITY. If any paragraph, section, clause or provision of this Ordinance is held invalid, the remainder shall continue in full force and effect without affecting the validity of the remaining portions of the Ordinance.

SECTION 8. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after the occurrence of the following:

A. its passage, approval and publication in pamphlet form as provided by law;

B. the filing with the City Clerk by the Petitioner and the Owner, not less than 60 days after the passage and approval of this Ordinance, of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance.

Said unconditional agreement and consent shall be in substantially the form attached to, and by this reference made a part of, this Ordinance as ***Exhibit E***;

C. at the Petitioner's sole cost and expense, the recordation of this Ordinance together with such exhibits as the City Clerk deems appropriate, with the Office of the Cook County Recorder; and

D. in the event that the Petitioner or the Owner does not file with the City Clerk a fully executed copy of the unconditional agreement and consent referenced in Section 8.B of this Ordinance, within 60 days after the date of passage of this Ordinance by the City Council, the City Council shall have the right, in its sole discretion, to declare this Ordinance null and void and of no force or effect.

[SIGNATURES ON FOLLOWING PAGE]

PASSED this _____ day of _____, 2026.

APPROVED this _____ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____
MAYOR

ATTEST:

_____
CITY CLERK

Published in pamphlet form this _____ day of _____, 2026.

Approved as to form:

_____
CITY CLERK

_____
Peter M. Friedman, General Counsel

DP-Ordinance Approving a Conditional Use Permit (CUP) at 301 W. Oakton Steet.

EXHIBIT A

PROJECT NARRATIVE

PROJECT NARRATIVE

Conditional Use Permit Application
301 W. Oakton Street, Des Plaines, Illinois

Applicant / Tenant

Summit School Services LLC ("Summit School Services")

Property Owner

GTV Des Plaines LLC

Project Description

The applicant is seeking approval of a Conditional Use Permit to allow a school bus operations and dispatch facility to be operated by Summit School Services at the existing industrial property located at 301 W. Oakton Street in Des Plaines, Illinois. The property is located within the M2 General Manufacturing District and is improved with an existing industrial building and associated paved parking and circulation areas.

The proposed use will occur entirely within the existing building and paved site. No expansion of the building footprint or intensification of site coverage is proposed.

Nature of the Proposed Use

Summit School Services is a transportation company providing student transportation services primarily for nearby school districts, with limited and occasional charter or private transportation services. The facility will be used for off-street parking and storage of school buses, dispatch and administrative functions, driver staging, training, and other customary operational activities associated with school transportation services.

Interior space within the building will be used for administrative offices, dispatch, training areas, driver facilities, and limited support functions typical of a transportation operations center.

Hours of Operation

Operations will occur primarily during the school year and generally follow school transportation schedules.

- **Primary operating hours:**
  Monday through Friday, approximately **5:30 AM to 5:30 PM**
- **Peak activity periods:**
  Approximately **6:00–9:00 AM** and **2:00–5:00 PM**
    - Employees will arrive between 5:30-6:30 AM
    - Buses will depart between 6:30-8:25 AM
    - Buses will return between 8:10-9 AM
    - Drivers typically leave the premises by 9:30 AM
    - Drivers return between 1:30-2:30 PM
    - Buses will depart between 2:35-3:35 PM
    - Buses will return between 3:45-5:00 PM
    - Drivers and Employees depart by 5:30 PM
    - Up to 74 buses will depart and return during each of the morning and afternoon operating periods.
- **Weekend activity:**
  Limited and intermittent, averaging **1–2 times per month** for short durations
- **Seasonality:**
  Operations are significantly reduced during summer months when school is not in session

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Employees

Summit School Services anticipates employing approximately:

- **8 full-time employees**, and
- **85 part-time employees**

Employee schedules are staggered based on routing and school schedules, which limits peak on-site employee presence at any given time.

Parking and Site Circulation

The site provides adequate paved area for bus parking, employee parking, and internal circulation. A total of approximately **158 parking spaces** are provided, inclusive of fleet vehicles and employee parking, including 85 bus positions, 67 employee parking stalls, and 6 guest parking stalls.

Buses will utilize the existing **north and south driveways** for site access. Approximately 44 buses will depart and return using the Oakton St driveway to the north, and approximately 30 buses will depart and return using the Marshall Dr driveway to the south.

Internal circulation will be managed in a **counter-clockwise traffic pattern** to promote safe and efficient vehicle movement and to minimize congestion within the site and at public access points. Bus routes will be designed to maximize righthand turns to and from adjacent thoroughfares.

Compatibility with Surrounding Area

The property is located within an established industrial area characterized by manufacturing, warehouse, and transportation-related uses. The proposed use is consistent with the character and function of the surrounding area and represents an appropriate reuse of an existing industrial facility.

All activities will be conducted within an existing developed site designed to accommodate vehicle-oriented operations, and no adverse impacts to surrounding properties are anticipated.

To minimize effect on residential rear yards across Oakton Street, additional sound-dampening trees and shrubs will be planted within the existing 60-foot landscape setback along Oakton Street.

Conclusion

The proposed use is consistent with the intent of the M2 zoning district and the City's comprehensive planning objectives. It will:

- operate within an existing industrial building;
- utilize existing infrastructure;
- provide transportation services that support local school districts; and
- reduce the impacts associated with the site's prior heavy freight use while remaining compatible with surrounding industrial operations.

While transportation-related uses can, in certain contexts, create higher intensity impacts, the proposed Summit School Services operation has been designed and will be operated in a

manner that minimizes potential impacts on surrounding properties. The site is located within an established industrial corridor and is separated from residential properties to the north by Oakton Street, a multi-lane arterial roadway, in addition to a 60-foot landscape buffer that includes sound-dampening plantings.

Importantly, the property is currently utilized for trucking and logistics operations, and the proposed school bus use represents a comparable, and in many respects less intensive, operation. Vehicle activity will be scheduled and concentrated within defined weekday periods rather than occurring continuously throughout the day or overnight, with significantly reduced activity outside of peak school transportation times and during summer months.

The facility will function as a controlled staging and dispatch operation with no public access and managed internal circulation designed to minimize congestion and idling. Given these operational characteristics and the existing industrial context, the proposed use is not anticipated to create adverse impacts on surrounding properties or nearby residential areas.

Approval of the requested Conditional Use Permit is respectfully requested.

COMMUNITY AND ECONOMIC DEVELOPMENT
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5306
desplaines.org

STANDARDS FOR CONDITIONAL USES

The Planning and Zoning Board and City Council review the particular facts and circumstances of each proposed Conditional Use in terms of the following standards. Keep in mind that in responding to the items below, you are demonstrating that the proposed use is appropriate for the site and will not have a negative impact on surrounding properties and the community. Please answer each item completely and thoroughly (two to three sentences each).

1. The proposed conditional use is in fact a conditional use established within the specific zoning district involved;

   The proposed use is a conditional use that is expressly contemplated within the M2 General Manufacturing District. The requested approval follows the City's established process for evaluating uses that are industrial in nature but require case-specific review to ensure site compatibility.

2. The proposed conditional use is in accordance with the objectives of the city's comprehensive plan and this title;

   The proposed use is consistent with the City's comprehensive plan and zoning objectives by placing a transportation-related operational use within an established industrial corridor. The use supports continued employment and reinvestment in an existing industrial property without introducing incompatible residential or commercial activity.

3. The proposed conditional use is designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity;

   The site is located in an area characterized by industrial and transportation-oriented uses, and the proposed use is consistent in scale and appearance with surrounding development. No new buildings or exterior expansions are proposed, and existing paved parking and circulation areas will continue to be used.

4. The proposed conditional use is not hazardous or disturbing to existing neighboring uses;

   The proposed use will not be hazardous or disturbing to neighboring properties. Operations will occur primarily during weekday daytime hours, and activities will be conducted within an established industrial setting designed to accommodate vehicle-oriented uses.

5. The proposed conditional use is to be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer, and schools; or the persons or agencies responsible for the establishment of the proposed conditional use shall provide adequately any such services;

   The property is fully served by existing public infrastructure, including public streets, utilities, drainage, police, and fire protection. The proposed use does not require extensions or upgrades to public facilities beyond their current capacity.

6. The proposed conditional use does not create excessive additional requirements at public expense for public facilities and services and not be detrimental to the economic welfare of the community;

   The proposed conditional use will not create excessive additional demand on public facilities or services at public expense. Instead, it supports continued economic activity, employment, and productive reuse of an existing industrial property within the City.

7. The proposed conditional use does not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors;

   The use will not generate excessive traffic, noise, fumes, glare, or odors beyond what is typical for an industrial transportation-related facility. Bus activity will be concentrated around school transportation schedules, with reduced operations during summer months when school is not in session.

8. The proposed conditional use provides vehicular access to the property designed that does not create an interference with traffic on surrounding public thoroughfares;

   Vehicular access to the site utilizes existing driveways and internal circulation patterns designed to accommodate larger vehicles. Bus ingress and egress will be managed entirely on site and will not interfere with traffic flow on surrounding public roadways.

9. The proposed conditional use does not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance; and

   The proposed use does not result in the destruction, loss, or alteration of any natural, scenic, or historic features. All activity will occur on previously developed and paved portions of the site, with no disturbance to undeveloped land.

10. The proposed conditional use complies with all additional regulations in this title specific to the conditional use requested

    The proposed conditional use complies with all applicable provisions of the Zoning Code and any additional regulations specific to the use. The applicant will continue to comply with all operational conditions imposed as part of the conditional use approval.

Kenig,Lindgren,O'Hara,Aboona,Inc.

9575 West Higgins Road, Suite 400 | Rosemont, Illinois 60018
p: 847-518-9990 | f: 847-518-9987

MEMORANDUM TO: Rachel Field
Transport Properties

FROM: Brendan S. May, PE, PTOE
Principal

Luay R. Aboona, PE, PTOE
Principal

DATE: May 11, 2026

SUBJECT: Traffic Impact Statement
Proposed Bus Storage Facility
Des Plaines, Illinois

This memorandum summarizes the results of a traffic impact statement prepared by Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) for the proposed school bus storage facility to be located in Des Plaines, Illinois. The site is located at 301 W. Oakton Street and is proposed to contain a school bus facility to be used as a dispatch, maintenance, and storage facility for 74 buses. Access will be provided off Oakton Street.

Existing Traffic Conditions

As indicated earlier the site is located at 301 W. Oakton Street. The stie is occupied by an approximately 60,000 square foot industrial building with truck parking. Access is provided off Oakton Street.

Oakton Street is an east-west, minor arterial roadway that provides two travel lanes in each direction separated by a center two-way left lane. Oakton Street is under the jurisdiction of the Illinois Department of Transportation (IDOT), carries an annual average daily traffic (AADT) volume of 22,700 vehicles (IDOT 2019), and has a posted speed limit of 40 miles per hour.

Characteristics of the Proposed Development

As proposed, the plans call for repurposing the site to contain a school bus storage facility for approximately 74 buses and the existing approximately 60,000 square-foot building will remain and will provide repair spaces, training and office space, a driver break room, and storage. The facility will be staffed by approximately eight full time employees and 85 part-time employees and will primarily offer transportation services to nearby school districts and will have occasional charter/private transportation customers. The hours of operation will be Monday through Friday from 5:30 A.M. to 5:30 P.M. with occasional weekend hours from 7:00 A.M. to 9:00 A.M. (one to two times per month). The parking lot will provide a total of 137 parking spaces to accommodate both bus and employee parking. Access to the site will continue to be provided via the existing access drives off Oakton Street.

Aerial View of Site **Figure 1**

Facility Estimated Trip Generation

The number of peak hour trips estimated to be generated by the proposed facility was based on information provided by the operator regarding the departure and return time for buses. Per the provided information, the peak periods of traffic will occur between 6:00 A.M. and 9:00 A.M. and between 2:00 P.M. to 5:00 P.M. and there will be approximately 74 bus drivers.

During the morning peak period, the drivers will arrive at the site and depart in their buses between 6:30 A.M. and 8:30 A.M. These buses will then return between 8:00 A.M. and 9:00 A.M. During the afternoon peak period, buses will depart between 2:30 P.M. and 3:30 P.M. and will return between 3:45 P.M. and 5:00 P.M. With 74 bus drivers and eight full time employees, the facility is anticipated to generate approximately 312 daily trips (buses/personal vehicles).

Based on the anticipated bus schedules, the weekday morning peak hour of traffic is anticipated to occur between 8:00 A.M. and 9:00 A.M. with 182 vehicle trips and the weekday evening peak hour of traffic is anticipated to occur between 4:00 P.M. and 5:00 P.M. with 140 vehicle trips. It should be noted that it was assumed that the eight full time employees arrived during the weekday morning peak hour and departed during the weekday evening peak hour. **Table 1** summarizes the trips projected to be generated by the proposed facility during these peak hours.

Table 1
PROJECTED SITE-GENERATED TRAFFIC VOLUMES

	Weekday Morning Peak Hour			Weekday Evening Peak Hour			Weekday Daily Trips		
	In	Out	Total	In	Out	Total	In	Out	Total
Personal Vehicles	21	74	95	0	74	74	82	82	164
Buses	74	13	87	66	0	66	74	74	148
Total Trips	**95**	**87**	**182**	**66**	**74**	**140**	**156**	**156**	**312**

Traffic and Access Evaluation

Overall, the proposed facility will have a limited impact on the area roadway network due to the following:

- The proposed facility will increase the daily traffic volumes along Oakton Street by less than one percent.
- The trips generated by the facility will not all be new trips to the study area as the facility will be replacing an existing industrial use generating both passenger vehicle and truck traffic.

- Based on available count data at the intersection of Oakton Street with Mt. Prospect Road from 2023, Oakton Street along the site frontage carries approximately 1,500 vehicles during the weekday morning peak hour and 1,800 vehicles during the weekday evening peak hour. The facility will increase the traffic volumes during the peak hours by an average of five percent.

- The facility will utilize existing access drive on Oakton Street which is served by an existing center two-way left-turn lane.

- Inbound and outbound bus activity will be distributed over a two to three hour period during the weekday morning and weekday afternoon.

Conclusion

Based on the preceding evaluation, the following is concluded:

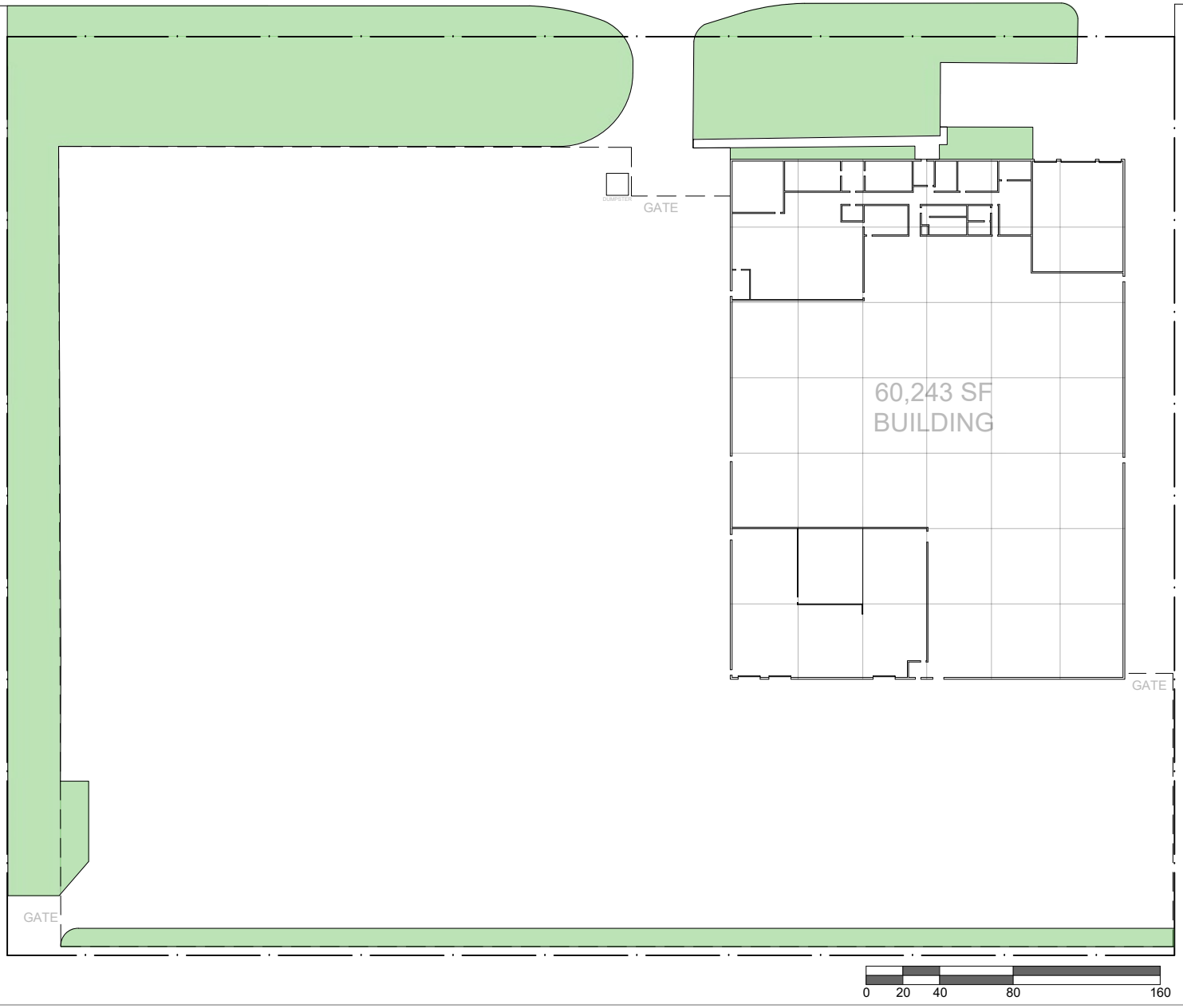
- The volume of traffic generated by the proposed facility will have a limited impact on the operations of the area roadway network.

- The proposed facility will increase the daily traffic volume along Oakton Street by less than one percent.

- The trips generated by the facility will not all be new trips to the study area as the facility will be replacing an existing industrial use generating both passenger vehicle and truck traffic.

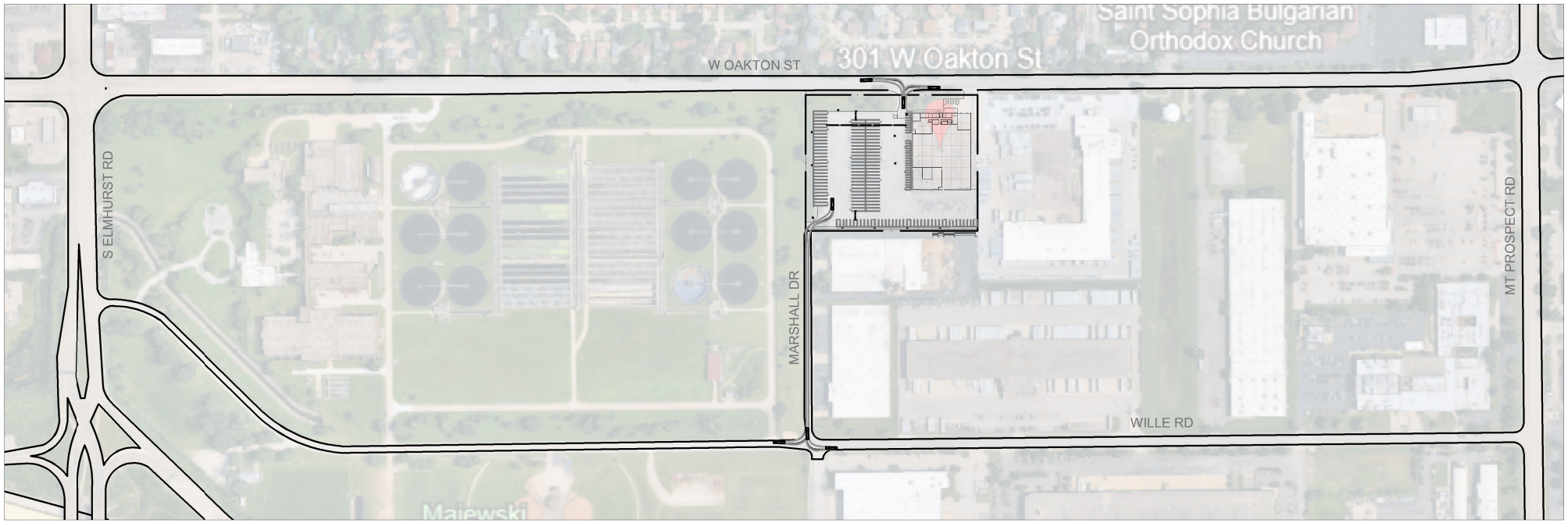
- Oakton Street along the site frontage provides a center two-way left-turn lane.

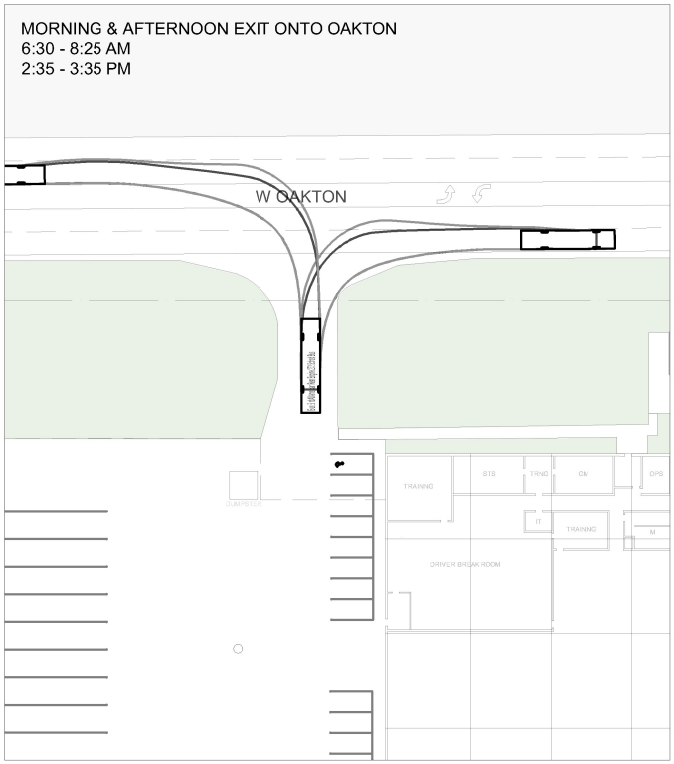
Appendix

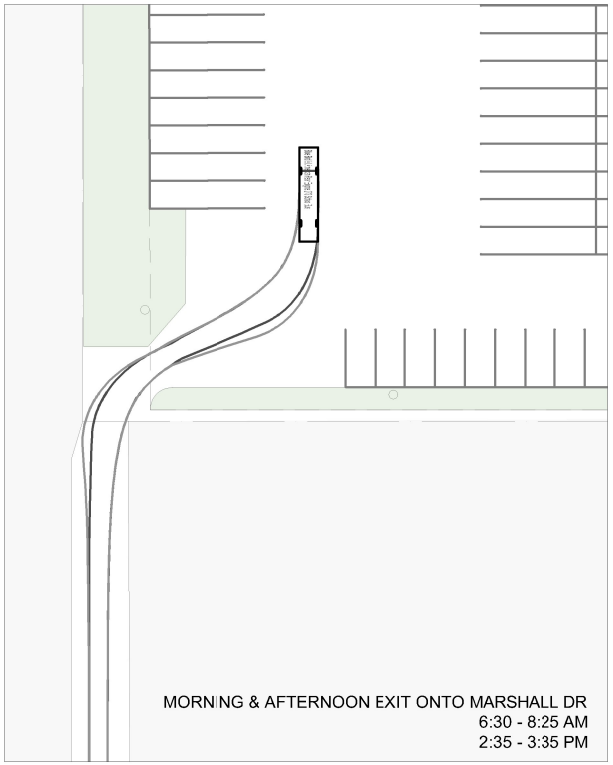

W. OAKTON STREET
GATE
60,243 SF
BUILDING
GATE
GATE
0
20
40
80
160

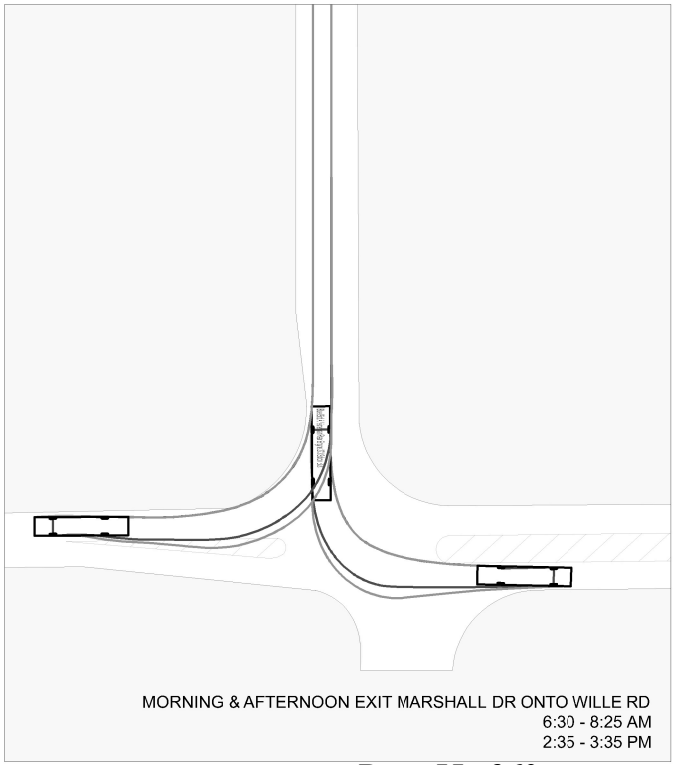
301 W. OAKTON, DES PLAINES, IL

DEPARTURE TURNING MOVEMENT DIAGRAM • BLUE BIRD REAR-ENGINE 273 8' X 40' EXAMPLE



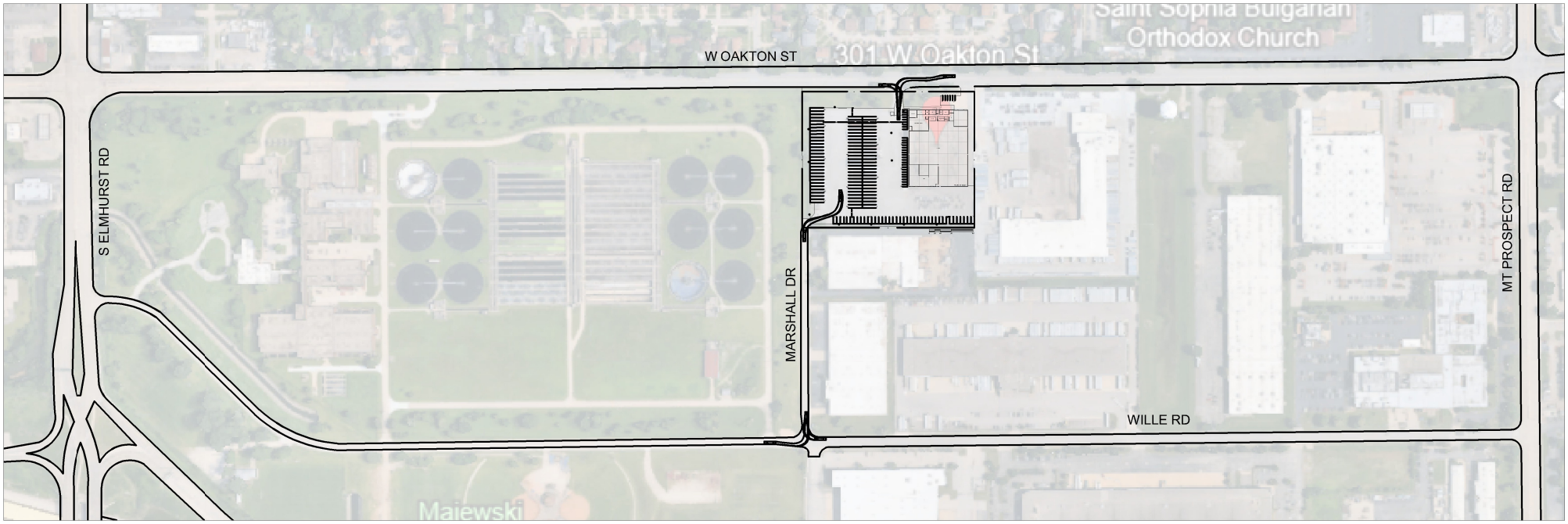


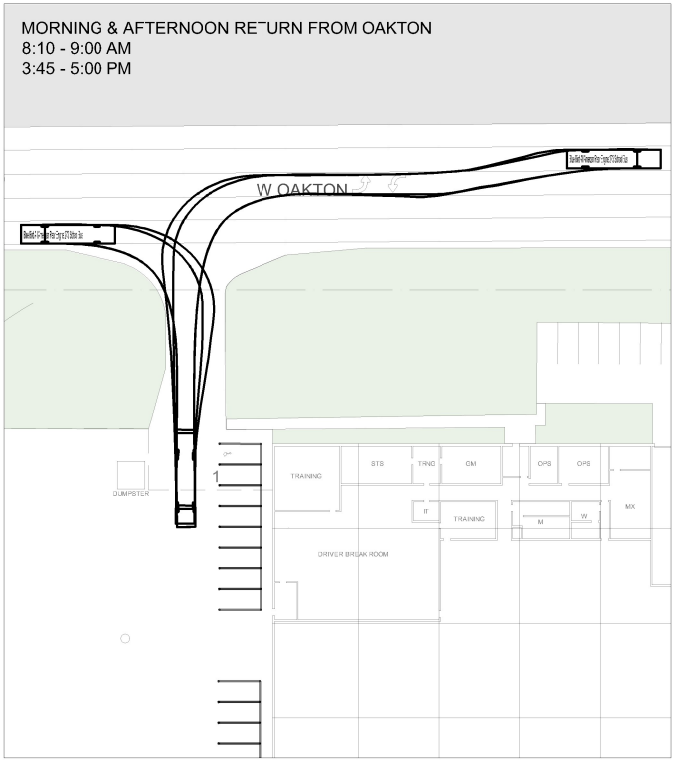


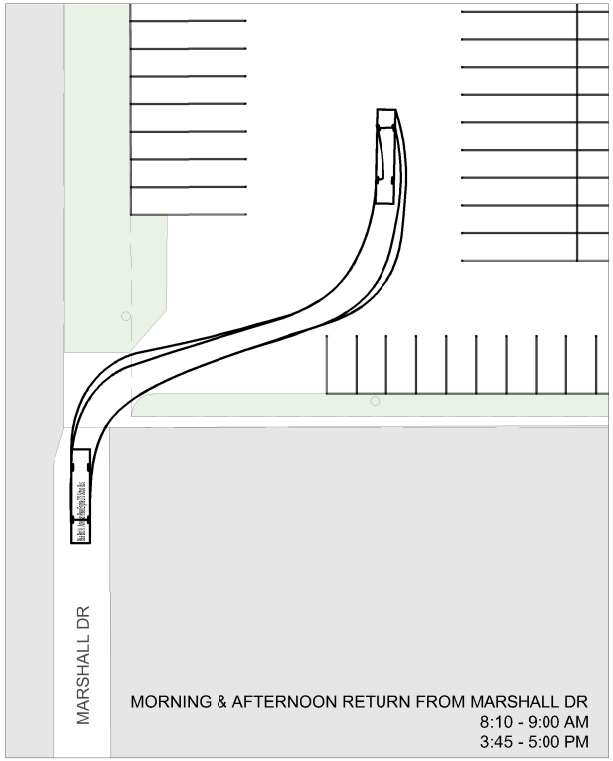


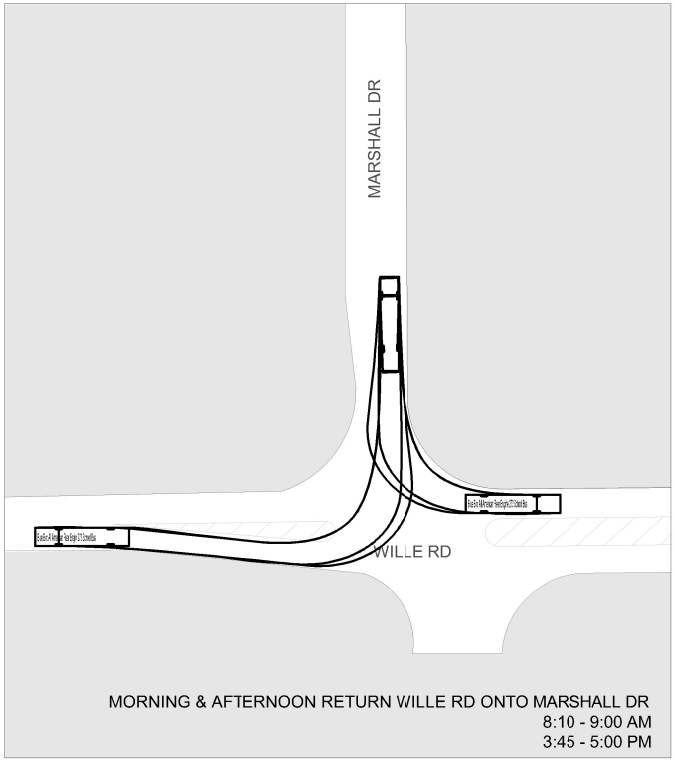
301 W. OAKTON, DES PLAINES, IL

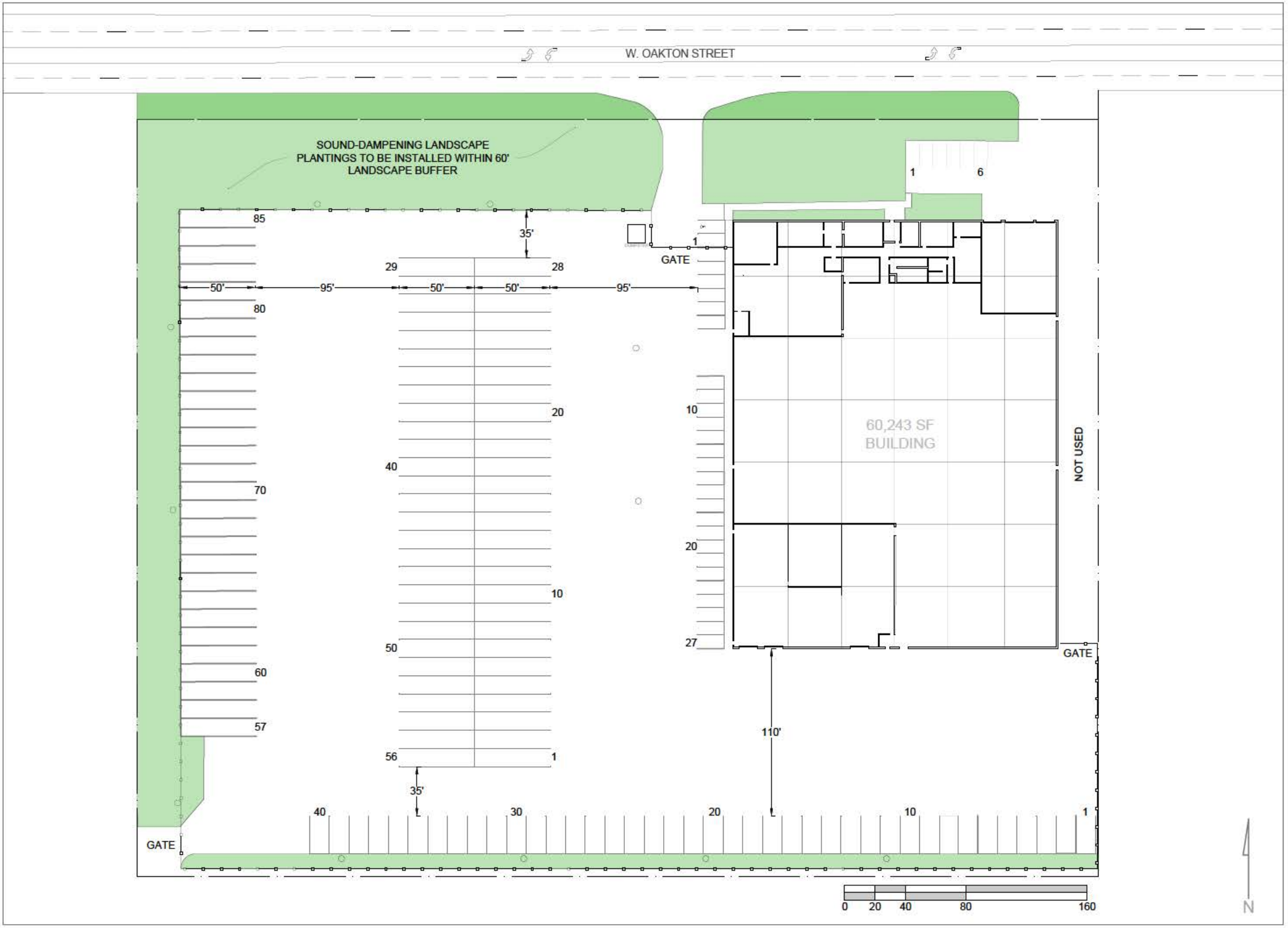
RETURN TURNING MOVEMENT DIAGRAM • BLUE BIRD REAR-ENGINE 273 8' X 40' EXAMPLE











301 W. OAKTON, DES PLAINES, IL

85 BUS POSITIONS • 67 EMPLOYEE PARKING STALLS • 6 GUEST PARKING STALLS

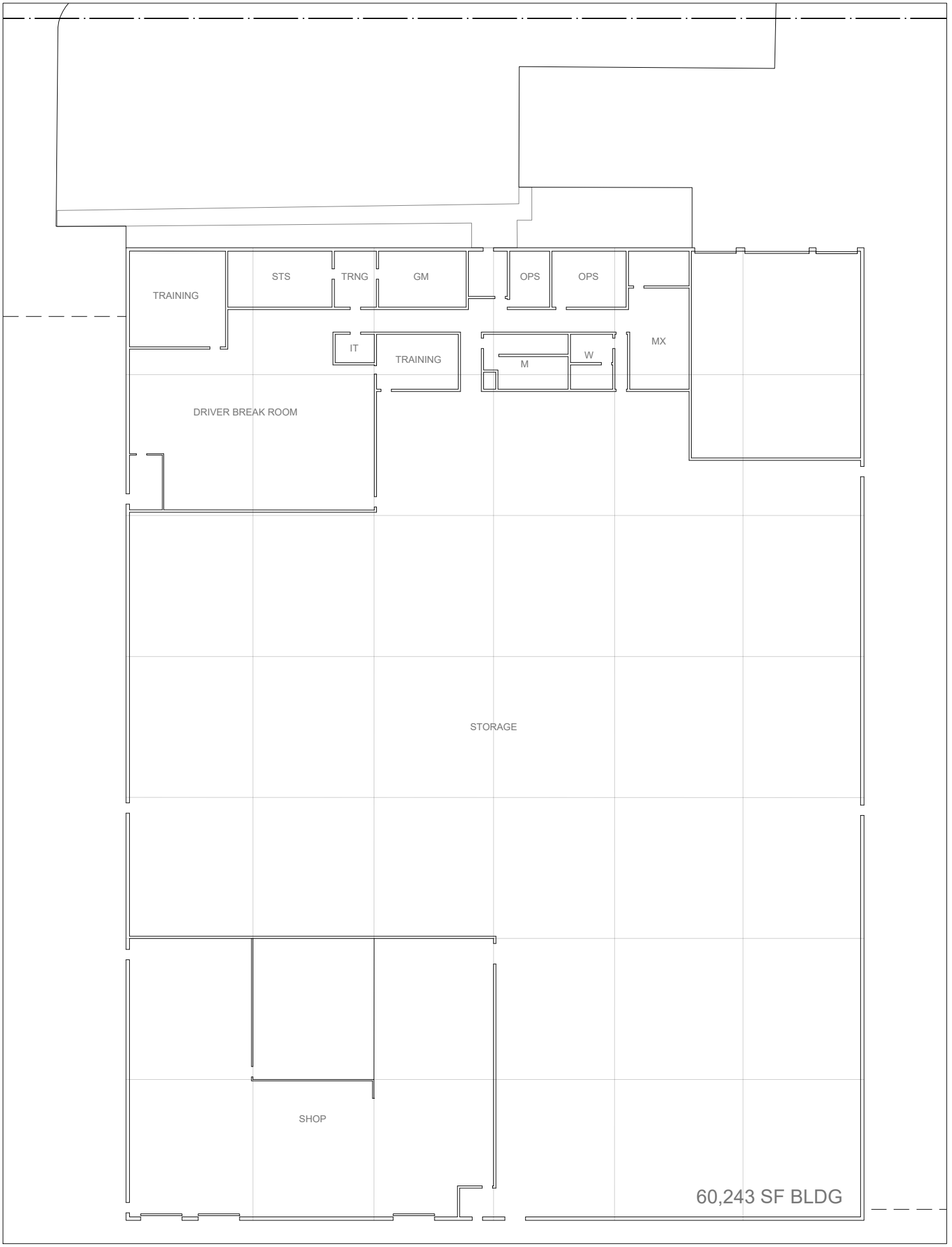

TRAINING
STS
TRNG
GM
OPS
OPS
MX
IT
TRAINING
M
W
DRIVER BREAK ROOM
STORAGE
SHOP
60,243 SF BLDG

EXHIBIT B

UNCONDITIONAL AGREEMENT AND CONSENT

TO: The City of Des Plaines, Illinois (***"City"***):

WHEREAS, Ordinance No. Z-15-26 adopted by the City Council of the City of Des Plaines on _____, 2026 (***"Ordinance"***), grants approval of a conditional use permit to allow Summit School Services LLC (***"Petitioner"***) to operate a livery service on the property commonly known as 301 W. Oakton Street, Des Plaines, Illinois (***"Subject Property"***), subject to certain conditions; and

WHEREAS, the Subject Property is owned by GTV Des Plaines LLC (***"Owner"***); and

WHEREAS, the Petitioner and the Owner desire to evidence to the City their unconditional agreement and consent to accept and abide by each of the terms, conditions, and limitations set forth in said Ordinance, and their consent to record the Ordinance and this Unconditional Agreement and Consent against the Subject Property;

NOW, THEREFORE, the Petitioner and the Owner do hereby agree and covenant as follows:

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

2. The Petitioner and the Owner acknowledge and agree that the City is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the City's review and approval of any plans for the Subject Property, the adoption of the Ordinance, or the issuance of any permits for the use and development of the Subject Property, and that the City's review and approval of any such plans and ordinance, and issuance of any such permits does not, and shall not, in any way, be deemed to insure the Petitioner or the Owner against damage or injury of any kind and at any time.

3. The Petitioner and the Owner acknowledge that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, have considered the possibility of the revocation provided for in the Ordinance, and agree not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the procedures required by Section 12-4-7 of the City's Zoning Ordinance are followed.

4. The Petitioner agrees to and does hereby hold harmless and indemnify the City, the City's corporate authorities, and all City elected and appointed officials, officers,

employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with (a) the City's review and approval of any plans and issuance of any permits, (b) the procedures followed in connection with or the adoption of the Ordinance, (c) the development, construction, maintenance, and use of the Subject Property, and (d) the performance by Petitioner of its obligations under this Unconditional Agreement and Consent.

5. The Petitioner hereby agrees to pay all expenses incurred by the City in defending itself with regard to any and all of the claims mentioned in this Unconditional Agreement and Consent. These expenses shall include all out-of-pocket expenses, such as attorneys' and experts' fees, and shall also include the reasonable value of any services rendered by any employees of the City.

ATTEST: **SUMMIT SCHOOL SERVICES LLC**

By:_____ By:_____

Print Name:_____ Its: _____

ATTEST: **GTV DES PLAINES LLC**

By:_____ By:_____

Print Name:_____

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5380
desplainesil.gov

MEMORANDUM

Date: June 23, 2026

To: Dorothy Wisniewski, City Manager

From: Jeff Rogers, AICP, Director of Community and Economic Development

Cc: Jonathan Mendel, AICP, Assistant Director of Community & Economic Development

Subject: Consideration of an Ordinance Approving a Conditional Use and Major Variations for a Food Processing Establishment for Pronto Panifico LLC at 1641-1647 Oakton Place, Case #26-024-CU (5th Ward)

Issue: The petitioner requests consideration of an Ordinance approving a conditional use and major variations to allow a food processing establishment comprised of more than 2,500 square feet in the C-3, General Commercial District.

PINs: 09-29-106-008-0000 & 09-29-106-009-0000

Petitioner: Pronto Panifico LLC, 1641 Oakton Place, Des Plaines, Illinois 60018

Owner: 1649 Oakton Place Plaza LLC, 1225 E. Forest Avenue, Des Plaines, IL 60018

Case Number: #26-024-CU

Ward Number: #5, Alderman Tom Merlin

Existing Zoning: C-3, General Commercial District

Surrounding Zoning:
North: C-3, General Commercial District
South: C-3, General Commercial District
East: C-4, Regional Shopping District
West: C-3, General Commercial District

Surrounding Land Uses:
North: Retail Auto Parts Store & Dine-In/Drive-Thru Restaurant
South: Residential Care Facility
East: Retail Shopping Center
West: Retail Shopping Center

Street Classification: Oakton Place adjacent to the property is classified as a local road under the City of Des Plaines jurisdiction.

Comprehensive Plan: The Comprehensive Plan illustrates this site as commercial.

Property/Zoning History: The Oakton Place Shopping Center was constructed in the mid-1980s. The shopping center's tenants include a medical clinic, a refuse removal business, a day care center, an existing sandwich restaurant, the proposed food processing establishment, and a vacant tenant space used by the property owner for storage.

In September 2024, the City Council approved an ordinance amending the Zoning Ordinance to allow a food processing establishment (the land use category that includes a commercial bakery) in the C-3, Regional Shopping District by right if under 2,500 square feet but only as a Conditional Use if in excess of 2,500 square feet.

CONDITIONAL USE

Request Description: The business owner operates two businesses in a combined tenant space in the Oakton Place Shopping Center at 1641-1647 Oakton Place. Pronto Sandwiches LLC operates as a dine-in & carry-out sandwich restaurant on the premises comprised of 2,480 square feet. Pronto Panifico LLC is seeking to legalize a recently expanded food processing establishment comprised of an additional 4,547 square feet. A food processing establishment in excess of 2,500 square feet in this zoning district requires a Conditional Use Ordinance prior to operation. The definition of a food processing establishment is below:

> "Establishments producing or processing foods and certain related products. Includes: a) bakery products, sugar and confectionery products (except facilities that produce goods only for on site sales with no wider distribution); b) dairy products processing; c) fat and oil products (not including rendering plants); d) fruit and vegetable canning, preserving, and related processing; e) grain mill products and byproducts; f) meat, poultry, and seafood canning, curing, and byproduct processing (not including facilities that also slaughter animals); and g) miscellaneous food preparation from raw products, including catering services that are independent from food stores or restaurants." (Section 12-13-3).

Refer to the Petitioner's Narrative for business operation information. The petitioner describes their business as a production bakery business. Bakery items are produced on the premises for both use in the adjoining sandwich restaurant as well as distribution by employees of the business to retail chains and the other sandwich restaurants operated by the business.

The petitioner's application materials state that approximately nine employees are employed on the premises by this business. The space to be used for this business would require a building permit to legalize equipment and modifications to the space recently undertaken without a building permit. The food processing establishment would operate weekdays from 4:00 a.m. to 1:00 p.m. Loading of the delivery van would occur daily from 7:00 a.m. to 10:00 a.m.

Off-Street Parking
Shopping centers require 3 spaces for every 1,000 square feet of gross floor area (pursuant to Section 12-9-7). The approximate total floor area of the shopping center is 57,975 square feet, requiring 58 parking spaces for all uses. The subject property is improved with 100 parking stalls including 5 accessible stalls.

The zoning ordinance also permits the exclusion of certain areas of a building from the parking calculation such as restrooms, storage areas, and mechanical rooms; if this reduction is calculated, the total quantity of required parking spaces would be decreased.

Up to one delivery vehicle is anticipated to be parked overnight. A condition of approval states that any overnight parking of vehicles with advertising for the company may not be parked on the property in such a way that they would serve as an extra sign for the business.

Traffic and Loading
No changes to access on this property are proposed. Loading and unloading generated by this use would include vehicle trips associated with employees and deliveries. Loading and unloading will occur in the proposed rear loading space.

Any commercial vehicles for this property shall not be parked in such a way that any advertising located on the vehicle is readily visible from any public way so as to serve as a sign for the business.

Screening of Refuse Disposal and Loading Berths
The Petitioner is proposing a new refuse enclosure which would comply with the minimum screening requirements of Sec. 12-10-11 of the Code.

The existing operations utilize three refuse containers. The proposed refuse enclosure is sized to accommodate only one refuse container. The operations will need to be modified to reduce the quantity of refuse containers from three to one, an additional refuse enclosure will need to be provided, or the size of the refuse enclosure will need to be increased. A condition is included in the sample conditions recommended by staff requiring all refuse storage containers to be stored within the proposed trash enclosure at all times.

The Petitioner is proposing a new loading zone dimensioned 15 feet by 35 feet enclosed on three sides by the building, an existing storage shed, and a new solid privacy fence at a height of 6.0 feet. The Petitioner intends to use standard panel vans for distribution, only one of which would be stored on the premises.

Wall Signage
The existing storefront includes three wall signs. Per Sec. 12-11-6.B. of the Code, a maximum of two wall signs are permissible. One of the three wall signs will need to be removed to comply with the requirements of the City Code. A condition to this effect has been added to the sample conditions included in the Recommended Conditions section of this report.

MAJOR VARIATIONS

Parking Lot Design & Landscaping
Parking vehicles in the rear of the building is not permissible unless the area is improved with new striped parking spaces in a manner which complies with the parking lot landscaping requirements of the City Code. The Petitioner requests a major zoning variation to allow new parking spaces to be striped in this area in accordance with a parking lot permit without any landscape setback and without curbs, islands, ground cover, shrubs, and shade trees.

Building Design Standards
Several of the existing storefront systems have been modified to eliminate required window transparency. Sec. 12-3-11 of the Code requires commercial buildings to maintain transparency of street-facing windows on the ground floor for 75% of the area between a height of 2.0 to 9.0 feet above grade. The petitioner is requesting a major zoning variation to allow these windows to remain 100% opaque. Staff recommends requiring at least some portion of these window storefronts to be highly transparent. To ensure the storefronts will be maintained in a manner consistent with the intent of this Code section, staff suggests that the area of the windows more than 7.0 feet above grade be restored to 100% transparency while the area of the storefront windows below 7.0 feet be allowed to remain 0% transparent.

Planning and Zoning Board (PZB) Recommendation

The PZB held a public hearing on June 9, 2026 to consider the request and voted 4-0 to recommend the City Council approve the conditional use for a food processing establishment comprised of more than 2,500 square feet, and major variations for 0% window transparency up to a height of 7.0 feet, and a reduction in the minimum setback from 5.0 feet to 0.0 feet, omission of curbs, islands, ground cover, shrubs, and shade trees for new parking spaces at the southeast corner of the property intended for employee use subject to compliance with eight conditions of approval. The rationale for the PZB's vote is captured in the attached excerpt of minutes from the June 9, 2026 PZB Meeting.

City Council Action

Pursuant to Section 12-3-4.D.4 of the Zoning Ordinance, the City Council has the final authority on the conditional use request. The Council may approve, approve with modifications, or deny Ordinance Z-16-26, which includes the requested conditional use for a food processing establishment comprised of more than 2,500 square feet on the subject property. If City Council ultimately approves this request, staff and the PZB recommended the following conditions.

Conditions of Approval:

1. Operations may not commence until after the issuance of all required permits including but not limited to an alteration/remodel permit, parking lot permit, fence permit, and sign permit, approval of required inspections, and the issuance of a Certificate of Occupancy for the tenant spaces.

2. Loading and unloading will be conducted within the loading zone at the southeast corner of the building.

3. All refuse storage containers shall be stored within the trash enclosure at all times.

4. New parking spaces for employees shall be installed in accordance with a building permit in compliance with all requirements for off-street parking other than those for which major variations have been granted.

5. Any commercial vehicles for this property shall not be parked in such a way that any advertising located on the vehicle is readily visible from any public way so as to serve as a sign for the business.

6. The quantity of wall signs for this tenant space shall be reduced to no more than two.

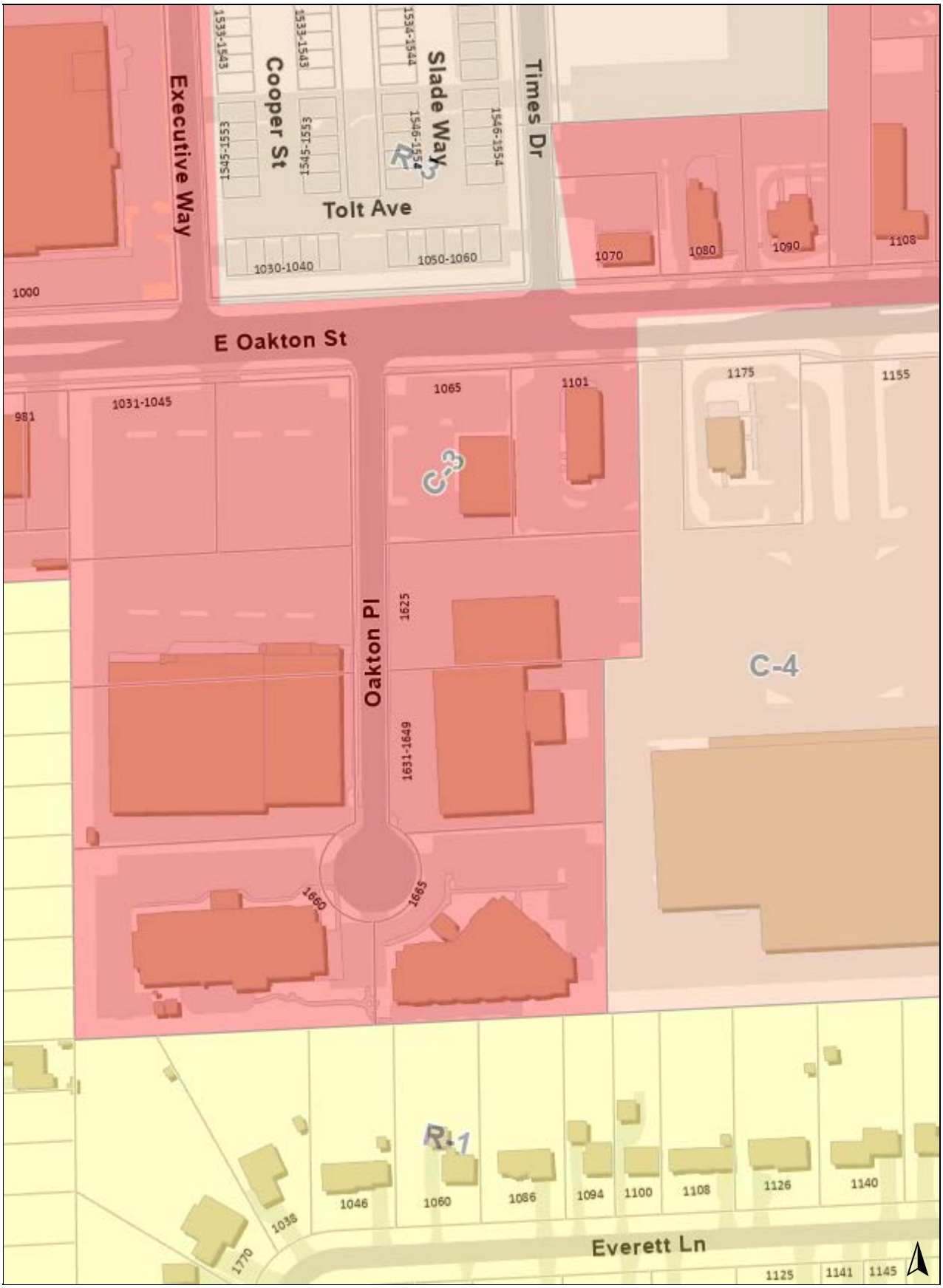
7. The existing storefront window systems shall be restored to 100% transparency above a height of 7.0 feet.

8. Regular use of refrigerated trucks or other temporary storage units for the storage of inventory upon the property is prohibited. Temporary storage associated with unique circumstances can be considered on a case-by-case basis subject to the review and approval by the Director of Community & Economic Development or their designee after submittal of a request in writing outlining the proposed timeframe, location on the site, and other details relating to the temporary use.

Attachments:
Attachment 1: Location Map
Attachment 2: Site and Context Photos
Attachment 3: Plat of Survey
Attachment 4: Petitioner's Responses to Standards
Attachment 5: Wall Signage Details
Attachment 6: Chairman Szabo PZB Recommendation Letter
Attachment 7: Excerpt from Minutes of the June 9, 2026 PZB Meeting

Ordinance Z-16-26
Exhibit A: Project Narrative
Exhibit B: Site Plan
Exhibit C: Floor Plan
Exhibit D: Unconditional Agreement and Consent

GISConsortium | 1641-1647 Oakton Place



Legend

Zoning and Development

Zoning

- C-3: General Comm
- C-4: Regional Shopp
- R-1: Single Family Residential
- R-3: Townhouse Residential

0 200 400 ft

Print Date: 6/5/2026

Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

1641-1647 Oakton Place – Public Notice Sign

Storefronts (looking east)

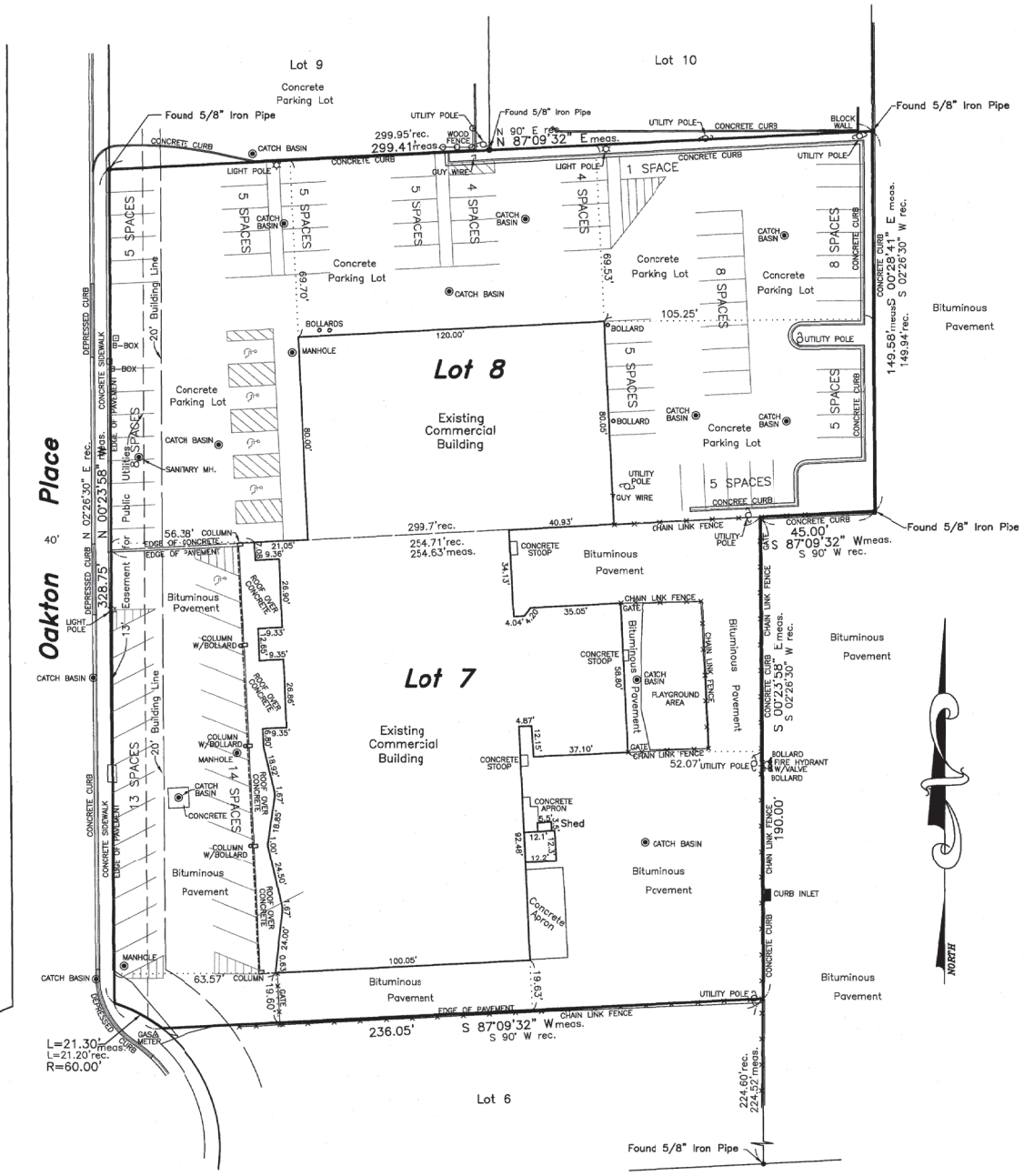
Loading Area (looking northwest)

Rear Parking Area (looking southeast)

PLAT OF SURVEY
OF

LOTS 7 AND 8 IN OAKTON PLACE, A SUBDIVISION OF PART OF THE NORTH 25 ACRES OF THE NORTHEAST QUARTER (1/4) OF THE NORTHWEST QUARTER (1/4) OF SECTION 29, TOWNSHIP 41 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF REGISTERED IN THE OFFICE OF THE REGISTRAR OF TITLES OF COOK COUNTY, ILLINOIS, ON NOVEMBER 1, 1967, AS DOCUMENT NUMBER 235693, ALL IN COOK COUNTY, ILLINOIS.

THE PREMISES COMMONLY KNOWN AS:
1625–1641 OAKTON PLACE, DES PLAINES, IL
PARCEL AREA = 2.135 ACRES, 93,006 S.F.
PIN: 09-29-106-008
09-29-106-009



STATE OF ILLINOIS
COUNTY OF LAKE S.S.

I, BRYAN J. LEE, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT I HAVE SURVEYED AND STAKED THE LAND AS DESCRIBED IN THE ABOVE CAPTION. ANY STRUCTURES SHOWN HEREON WERE LOCATED BY ME OR UNDER MY DIRECTION AND THE PLAT DRAWN HEREON IS A CORRECT REPRESENTATION OF SAID SURVEY AND THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

DATED AT GRAYSLAKE, ILLINOIS THIS 23RD DAY OF JULY, A.D. 20 25.

ILLINOIS PROFESSIONAL LAND SURVEYOR 35-3616
MY LICENSE EXPIRES 11-30-26
PROFESSIONAL DESIGN FIRM NO. 184-002732

PARKING SPACES:
5 HANDICAP SPACES
95 STANDARD SPACES

Scale: 1" = 30'

FILE NO. 146-25
F14625.DWG

FIELDWORK COMPLETED: 07-21-2025
CLIENT NAME: Eriksson Engineering Associates, Ltd.
ADDRESS: 145 Commerce Drive, Suite A
Grayslake, IL 60030

NOTES:
PLAT IS VOID if the Impressed Surveyors Seal does not appear. Only those Building Lines or Easements shown on a Recorced Subdivision Plat or from a Recorded Document are shown hereon; check local ordinances before building.

Compare your description and site markings with this plct AT ONCE report any discrepancies which you may find.

R.E. ALLEN AND ASSOCIATES, LTD.
PROFESSIONAL LAND SURVEYORS
1015 N. CORPORATE CIRCLE, SUITE C
GRAYSLAKE, ILLINOIS 60030
PHONE: 847-223-0914 FAX: 847-223-0980

Sheet Number A1.0

Sheet Title
COPY OF EXISTING PLAT OF SURVEY

Submittal Dates
Start Date 3/18/26
Contract
Permit 3/25/26
Revision 1 4/24/26
CONDITIONAL USE
COND. USE REV 1 5/7/26
COND. USE REV 2 5/13/26
6/4/26

PRONTO
ITALIAN SANDWICHES
&BAKERY
CORRECTIONS SET
1641 OAKTON PL. DES
PLAINES,IL 60018

FORZA
DESIGN & CONSULTING INC.
2212 DIVISION STREET
MELROSE PARK, IL 60160
PROJECT MANAGEMENT
OFFICE: 708-365-8000
FAX: 708-345-6585

PHILLIP KUPRITZ
ILLINOIS REG. NO. 0140658
EXP. NOVEMBER 2026
ARCHITECT OF RECORD
DESIGN FIRM REG#: 184004715

K2 STUDIO
329 W. 18th St. SUITE 501 CHICAGO IL. 60616
PH: 312.275.5000
FAX: 312.275.5005
E-MAIL: STUDIO@K2ARCH.COM

May 7, 2026
Via Electronic Mail

City of Des Plaines
1420 Miner Street
Des Plaines, Illinois 60016
Attn: Jeff Rogers
jrogers@desplainesil.gov

RE: Pronto Italian Sandwiches Conditional Use Permit Application; 1641-1643 Oakton Place, Des Plaines, Illinois 60018

Dear Mr. Rogers,

Pursuant to Section 12-3-4 of the Des Plaines City Code, and in support of the subject Conditional Use Permit application submitted May 4, 2026, the Applicant responds as follows:

1. *The proposed conditional use is in fact a conditional use established within the specific zoning district involved;*

The subject location is currently zoned C-3 (General Commercial District), which allows the location to be used for both Class A and Class B Restaurants. The Applicant seeks to use the location not only as a Class B Restaurant as defined in Section 12-13-3 of the Code but also as a Food Processing Establishment, as defined in said Section. Because the total square footage of the Food Processing Establishment exceeds 2,500 square feet, the Code requires a Conditional Use Permit be obtained.

2. *The proposed conditional use is in accordance with the objectives of the city's comprehensive plan and this title;*

Prior to Applicant's occupancy of the subject location, the premises was used as Class A Restaurant, which also provided baked goods made onsite for both retail sale and consumption on the premises. Section 12-1-3 of the Code was established to "promote the public health, safety and general welfare and... support the goals, objectives, and policies of the comprehensive plan...adopted by the City of Des Plaines...." The nature of Applicant's business is in line with the comprehensive plan and does not run afoul of the specific purposes set forth in Section

12-1-3 (A)-(K).

3. *The proposed conditional use is designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity;*

The Applicant primarily seeks to make alterations to the interior of the subject location. Notwithstanding changes to signage or the rear loading/refuse areas, there are no proposed changes to the building's exterior.

4. *The proposed conditional use is not hazardous or disturbing to existing neighboring uses;*

The Applicant's use of the premises does not violate any provision within Sections 12-12-6, 12-12-7 or 12-12-8 of the Code; the Site Plan provided by Applicant in conjunction with this response provides for storage of refuse within the requirements of Section 12-12-14.

5. *The proposed conditional use is to be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer, and schools; or the persons or agencies responsible for the establishment of the proposed conditional use shall provide adequately any such services;*

The Applicant's use of the premises is not substantially different from the prior occupant's use of the same. The existing public facilities and services are adequate to provide the Applicant with all necessary services, utilities and access.

6. *The proposed conditional use does not create excessive additional requirements at public expense for public facilities and services and not be detrimental to the economic welfare of the community;*

The Applicant's use of the premises is not substantially different from the prior occupant's use of the same and will require additional requirements, expenses or services to the detriment of Des Plaines or its residents. Conversely, the community will benefit from Applicant's business by providing a locally owned restaurant for patronage by its residents, bakery products for retail and grocery stores both within and without Des Plaines and additional revenue to the community.

7. *The proposed conditional use does not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons,*

property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors;

The Applicant's proposed conditional use includes continued use of the premises as a restaurant and bakery; the proposed uses will not create any conditions prohibited by Sections 12-12-5 through 12-12-8 of the Code.

8. *The proposed conditional use provides vehicular access to the property designed that does not create an interference with traffic on surrounding public thoroughfares;*

The subject location is located in a strip mall with existing street access from Oakton Street and Oakton Place. There are ample parking spaces anterior to the building to support Applicant's business without interference to traffic on Oakton Street or the other building occupants' access to their respective locations. The Applicant's lease agreement does not specify a designated number of parking spaces for use by Applicant; rather, the strip mall shares the parking spaces among the tenants. The total number of parking spaces, however, complies with the requirements of Section 12-9-7 of the Code without interfering with the other tenants' use of the same.

9. *The proposed conditional use does not result in the destruction, loss, or damage of a natural, scenic, or historic feature of major importance; and*

The subject location is not within an area designated as a natural, scenic or historic area of Des Plaines; no such destruction, loss or damage will occur by the granting of a Conditional Use Permit.

10. *The proposed conditional use complies with all additional regulations in this title specific to the conditional use requested. (Ord. Z-8-98, 9-21-1998)*

Applicant seeks a Conditional Use Permit to operate a portion of the premises as a food processing establishment, which is defined by Section 12-13-3 of the Code as follows: "Establishments producing or processing foods and certain related products. Includes: a) bakery products, sugar and confectionery products (except facilities that produce goods only for on site sales with no wider distribution)….", and as the portion of the premises allocated to food processing exceeds 2,500 square feet, a Conditional Use Permit is required by Code. Applicant and its counsel will continue to cooperate with the City and applicable agencies to resolve any and all open code violations prior to the date set for determination of the Conditional Use Permit application.

Prepared by:
Jennifer M. Hughes
EJH Legal, LLC
53 W. Jackson Blvd., Suite 1510
Chicago, Illinois 60604
2

PANELS COLORS: PMS RED 185, PMS GREEN 357
FONTS: DEMONTE AND EL CABESTOR STYLE

121X49 LIGHT BOX PANEL

13X96 BANNER

SMALLER LIGHT BOX PANEL

Customer:	
Company:	
Address:	
City:	State/ZIP:
Phone:	
Fax:	

Job No.:	Date: 5/28/2026
Order Date:	Salesperson:
Sign Dimensions: 495.170in x 573.569in	Estimate: $ $0.00
Comments:	

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT
1420 Miner Street, Des Plaines, IL 60016
P: 847.391.5306 | desplainesil.gov

June 10, 2026

Mayor Goczkowski and Des Plaines City Council
CITY OF DES PLAINES

Subject: Planning and Zoning Board – 1641-1647 Oakton Place, Case #26-024-CU

RE: Consideration of a Conditional Use for a Food Processing Establishment and Major Variations for Parking Lot Design

Honorable Mayor and Members of the Des Plaines City Council:

The Planning and Zoning Board (PZB) held a public hearing on June 9, 2026 to consider the request.

1. Benjamin Ivory, attorney representing the petitioner, Peter Burdi provided an overview of the request for conditional use and major variations and the proposed food processing establishment use. They summarized the circumstances of the business operations, the separation between the sandwich shop and the bakery operations, and the recent expansion the business has enjoyed.

2. PZB members asked if the location is responsible for baking of bread for all Pronto Sandwich locations and requested clarification regarding ownership of the business and the property.

3. CED staff summarized the staff report with slides providing an analysis of the request and the proposed food processing establishment use. Staff summarized the circumstances of the request as well as various ongoing code enforcement issues associated with the shopping center, the recommended conditions of approval, and the motion before the PZB.

4. The PZB proposed modifications to the request to allow elimination of required setbacks and landscaping for new employee parking at the southeast corner of the site and modifications to the transparency of the front storefront systems to bring them more into compliance with the City Code.

5. No members of the public spoke on this request.

6. The PZB voted 4-0 to recommend that City Council approve the conditional use and major variation requests with the six conditions of approval as amended to include the following

    a. Operations may not commence until after the issuance of all required permits including but not limited to an alteration/remodel permit, parking lot permit, fence permit, and sign permit, approval of required inspections, and the issuance of a Certificate of Occupancy for the tenant spaces.

    b. Loading and unloading will be conducted within the loading zone at the southeast corner of the building.

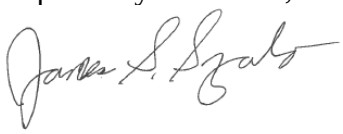
    c. All refuse storage containers shall be stored within the trash enclosure at all times.

d. Any commercial vehicles for this property shall not be parked in such a way that any advertising located on the vehicle is readily visible from any public way so as to serve as a sign for the business.

e. The quantity of wall signs for this tenant space shall be reduced to no more than two.

f. Regular use of refrigerated trucks or other temporary storage units for the storage of inventory upon the property is prohibited. Temporary storage associated with unique circumstances can be considered on a case-by-case basis subject to the review and approval by the Director of Community & Economic Development or their designee after submittal of a request in writing outlining the proposed timeframe, location on the site, and other details relating to the temporary use.

Respectfully submitted,



James Szabo,
Des Plaines Planning and Zoning Board, Chairman
Cc: City Officials/Aldermen

1. **Addresses:** 1641-1647 Oakton Pl **Case Number:** 26-024-CU

The petitioner is requesting a conditional use to allow a food processing establishment comprised of more than 2,500 square feet in the C-3, General Commercial District.

Petitioner: Pronto Panifico LLC, 1641 Oakton Place, Des Plaines, Illinois 60018

Owner: 1649 Oakton Place Plaza LLC, 1225 E. Forest Avenue, Des Plaines, IL 60018

Chairman Szabo swore in Atty. Benjamin Ivory and Peter Burdi representing the petitioners.

Mr. Burdi gave a brief description of their request.

Chair Szabo asked about hours of operation for the bakery. Mr. Burdi began by noting the code violation of installing an additional oven without a permit and said hours are approximately 5:30am to 3:00pm with five employees.

Member Fallico asked about the scale and proposed scale of sales. Mr. Burdi said they are happy with the retail sales volume and anticipate expanded restaurant hours in the future without having to expand the footprint.

Member Fallico asked if they are baking bread for all their locations at this site. Mr. Burdi said yes.

Chair Szabo stated he believes the Petitioner's mistake to install the second oven was an honest mistake.

Director Rogers outlined the staff analysis.

Issue: The petitioner requests a conditional use to allow a food processing establishment comprised of more than 2,500 square feet in the C-3, General Commercial District.

PINs:	09-29-106-008-0000 & 09-29-106-009-0000
Petitioner:	Pronto Panifico LLC, 1641 Oakton Place, Des Plaines, Illinois 60018
Owner:	1649 Oakton Place Plaza LLC, 1225 E. Forest Avenue, Des Plaines, IL 60018
Case Number:	#26-024-CU
Ward Number:	#5, Alderman Tom Merlin
Existing Zoning:	C-3, General Commercial District

Surrounding Zoning: North: C-3, General Commercial District
South: C-3, General Commercial District
East: C-4, Regional Shopping District
West: C-3, General Commercial District

Surrounding Land Uses: North: Retail Auto Parts Store & Dine-In/Drive-Thru Restaurant
South: Residential Care Facility
East: Retail Shopping Center
West: Retail Shopping Center

Street Classification: Oakton Place adjacent to the property is classified as a local road under the City of Des Plaines jurisdiction.

Comprehensive Plan: The Comprehensive Plan illustrates this site as commercial.

Property/Zoning History: The Oakton Place Shopping Center was constructed in the mid-1980s. The shopping center's tenants include a medical clinic, a refuse removal business, a day care center, an existing sandwich restaurant, the proposed food processing establishment, and a vacant tenant space used by the property owner for storage.

In September 2024, the City Council approved an ordinance amending the Zoning Ordinance to allow a food processing establishment (the land use category that includes a commercial bakery) in the C-3, Regional Shopping District by right if under 2,500 square feet but only as a Conditional Use if in excess of 2,500 square feet.

Project Description: The business owner operates two businesses in a combined tenant space in the Oakton Place Shopping Center at 1641-1647 Oakton Place. Pronto Sandwiches LLC operates as a dine-in & carry-out sandwich restaurant on the premises comprised of 2,480 square feet. Pronto Panifico LLC is seeking to legalize a recently expanded food processing establishment comprised of an additional 4,547 square feet. A food processing establishment in excess of 2,500 square feet in this zoning district requires a Conditional Use Ordinance prior to operation. The definition of a food processing establishment is below:

> "Establishments producing or processing foods and certain related products. Includes: a) bakery products, sugar and confectionery products (except facilities that produce goods only for on site sales with no wider distribution); b) dairy products processing; c) fat and oil products (not including rendering plants); d) fruit and

> vegetable canning, preserving, and related processing; e) grain mill products and byproducts; f) meat, poultry, and seafood canning, curing, and byproduct processing (not including facilities that also slaughter animals); and g) miscellaneous food preparation from raw products, including catering services that are independent from food stores or restaurants." (Section 12-13-3).

Refer to the Petitioner's Narrative for business operation information. The petitioner describes their business as a production bakery business. Bakery items are produced on the premises for both use in the adjoining sandwich restaurant as well as distribution by employees of the business to retail chains and the other sandwich restaurants operated by the business.

The petitioner's application materials state that approximately nine employees are employed on the premises by this business. The space to be used for this business would require a building permit to legalize equipment and modifications to the space recently undertaken without a building permit. The food processing establishment would operate weekdays from 4:00 a.m. to 1:00 p.m. Loading of the delivery van would occur daily from 7:00 a.m. to 10:00 a.m.

Off-Street Parking
Shopping centers require 3 spaces for every 1,000 square feet of gross floor area (pursuant to Section 12-9-7). The approximate total floor area of the shopping center is 57,975 square feet, requiring 58 parking spaces for all uses. The subject property is improved with 100 parking stalls including 5 accessible stalls.

The zoning ordinance also permits the exclusion of certain areas of a building from the parking calculation such as restrooms, storage areas, and mechanical rooms; if this reduction is calculated, the total quantity of required parking spaces would be decreased.

Up to one delivery vehicle is anticipated to be parked overnight. A condition of approval states that any overnight parking of vehicles with advertising for the company may not be parked on the property in such a way that they would serve as an extra sign for the business.

Parking vehicles in the rear of the building is not permissible unless the area is improved with new striped parking spaces in a manner which complies with the parking lot landscaping requirements of the City Code. The Petitioner should cease parking in these areas

until a parking lot permit and a site plan are approved by the City and site improvements are constructed, inspected, and approved. A condition has been included in the sample conditions.

Traffic and Loading
No changes to access on this property are proposed. Loading and unloading generated by this use would include vehicle trips associated with employees and deliveries. Loading and unloading will occur in the proposed rear loading space.

Any commercial vehicles for this property shall not be parked in such a way that any advertising located on the vehicle is readily visible from any public way so as to serve as a sign for the business.

Screening of Refuse Disposal and Loading Berths
The Petitioner is proposing a new refuse enclosure which would comply with the minimum screening requirements of Sec. 12-10-11 of the Code.

The existing operations utilize three refuse containers. The proposed refuse enclosure is sized to accommodate only one refuse container. The operations will need to be modified to reduce the quantity of refuse containers from three to one. A condition is included in the sample conditions recommended by staff requiring all refuse storage containers to be stored within the proposed trash enclosure at all times.

The Petitioner is proposing a new loading zone dimensioned 15 feet by 35 feet enclosed on three sides by the building, an existing storage shed, and a new solid privacy fence at a height of 6.0 feet. The Petitioner intends to use standard panel vans for distribution, only one of which would be stored on the premises.

Building Design Standards
The existing storefront systems have been modified to eliminate required window transparency. Sec. 12-3-11 of the Code requires commercial buildings to maintain transparency of windows on the ground floor for 75% of the area between a height of 2.0 to 9.0 feet above grade. The existing storefronts will need to be restored to comply with the requirements of the City Code.

Wall Signage
The existing storefront includes three wall signs. Per Sec. 12-11-6.B. of the Code, a maximum of two wall signs are permissible. One of the three wall signs will need to be removed to comply with the requirements of the City Code. A condition to this effect has

been added to the sample conditions included in the Recommended Conditions section of this report.

Standards for Conditional Use

The following is a discussion of standards for conditional uses from Section 12-3-4(E) of the Zoning Ordinance. Rationale for how the proposed use would satisfy the standards is provided below and in the petitioner's response to standards. The PZB may use this rationale toward its recommendation, or the Board may determine its own.

1. **The proposed Conditional Use is in fact a Conditional Use established within the specific Zoning district involved:**

   Comment: Food processing establishments in excess of 2,500 square feet are a conditional use in the C-3 zoning district.

2. **The proposed Conditional Use is in accordance with the objectives of the City's Comprehensive Plan:**

   Comment: The 2019 Comprehensive Plan illustrates this area to be used for Commercial. This business would create a partially commercial use in this shopping center. Food processing establishments can be classified as a manufacturing use in certain circumstances, but the inclusion of the sandwich restaurant provides some commercial retail activity and local sales tax revenue.

3. **The proposed Conditional Use is designed, constructed, operated, and maintained to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity:**

   Comment: This use will be within an existing building and will not physically alter the existing character of the shopping center or neighborhood.

4. **The proposed Conditional Use is not hazardous or disturbing to existing neighboring uses:**

   Comment: As discussed in the Petitioner's Narrative, the business hours of the food processing establishment would be weekdays from 4:00 a.m. to 1:00 p.m. with loading of vehicles for distribution occurring between 7:00 a.m. and 10:00 a.m. It is not anticipated this use will create any disturbance out of character with the remainder of the current or previous shopping center uses.

5. **The proposed Conditional Use is to be served adequately by essential public facilities and services, such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer, and schools; or, agencies responsible for establishing the Conditional Use shall provide adequately any such services:**

   Comment: The existing building has been adequately served by essential public facilities

and services. Staff have no concerns that the proposed use will not be adequately served with essential public facilities and services.

6. **The proposed Conditional Use does not create excessive additional requirements at public expense for public facilities and services and will not be detrimental to the economic well-being of the entire community:**

   Comment: The proposed use would not create a burden on public facilities or services. This business would be located within an existing building and it is not anticipated that this use would generate additional need for public facilities or services compared to any other unit within this shopping center.

7. **The proposed Conditional Use does not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke fumes, glare or odors:**

   Comment: Traffic generated by this use will include trips generated by employees, deliveries, and carry-out customers. Refer to Traffic and Loading section of this report for details regarding distribution and hours. No extraordinary glare, smoke fumes, or odors are anticipated to occur with the operation of this business; however, any business within Des Plaines must operate in compliance with the Environmental Performance Standards included in Chapter 12 of the Zoning Ordinance regulating noise, odor, glare, and any other specified nuisances, otherwise enforcement action can be taken.

8. **The proposed Conditional Use provides vehicular access to the property designed so that it does not create an interference with traffic on surrounding public thoroughfares:**

   Comment: Access to the building will be provided through the existing entrances to the shopping center and the new loading area at the southeast corner of the building. No additional curb cuts are proposed for this property.

9. **The proposed Conditional Use does not result in the destruction, loss, or damage of natural, scenic, or historic features of major importance:**

   Comment: The proposed use would not result in the damage of natural, scenic, or historic features.

10. **The proposed Conditional Use complies with all additional regulations in the Zoning Ordinance specific to the Conditional Use requested:**

    Comment: The proposed use complies with all applicable requirements as stated in the Zoning Ordinance.

PZB Procedure and Recommended Conditions: Under Section 12-3-4.D (Procedure for Review

and Decision for Conditional Uses) of the Zoning Ordinance, the PZB has the authority to *recommend* that the City Council approve or deny the above-mentioned conditional use. Consideration of the request should be based on a review of the information presented by the applicant and the findings made above, as specified in Section 12-3-4.E (Standards for Conditional Use). If the PZB recommends and City Council ultimately approves the request, staff recommends the following conditions.

1. Operations may not commence until after the issuance of all required permits including but not limited to an alteration/remodel permit, parking lot permit, fence permit, and sign permit, approval of required inspections, and the issuance of a Certificate of Occupancy for the tenant spaces.

2. Loading and unloading will be conducted within the loading zone at the southeast corner of the building.

3. All refuse storage containers shall be stored within the trash enclosure at all times.

4. Parking vehicles is not permissible in areas that are not properly marked in the manner required by the off-street parking requirements and parking lot landscaping requirements of the City Code.

5. Any commercial vehicles for this property shall not be parked in such a way that any advertising located on the vehicle is readily visible from any public way so as to serve as a sign for the business.

6. The quantity of wall signs for this tenant space shall be reduced to no more than two.

7. The existing storefront window systems shall be restored to a minimum 75% transparency.

8. Regular use of refrigerated trucks or other temporary storage units for the storage of inventory upon the property is prohibited. Temporary storage associated with unique circumstances can be considered on a case-by-case basis subject to the review and approval by the Director of Community & Economic Development or their designee after submittal of a request in writing outlining the proposed timeframe, location on the site, and other details relating to the temporary use.

Member Veremis asked if the Petitioner is the property owner. Mr. Burdi said he is not.

Mr. Burdi expressed concern about landscaping and striping the rear parking area, stating the cost is prohibitive and that he would prefer to not permit his staff to park in the rear. He also expressed concern with removing the window coverings for transparency and people looking into the food production facility.

Member Fallico asked about the hours of operation for the production side. Mr. Burdi said they would stop around 1:00pm right now but is hopeful for enough continued growth to warrant an additional shift.

Member Fowler asked what the petitioner's options are if they do not want to meet the transparency requirement. Director Rogers outlined the intent and requirements for window covering and transparency and that the proposed food production use is a new land use in the commercial zoning districts. Specifically, Director Rogers stated how window coverings could be removed and methods to provide the business communications and advertising while also complying with the applicable zoning regulations. Lastly, Director Rogers stated the general parking area landscaping requirements and how it could be applied to the subject site.

Member Veremis asked if the property is adjacent to the old K-Mart. Director Rogers confirmed this and described other neighboring properties to the site.

Member Fallico said the area presents as employee parking. Mr. Burdi described the property conditions when he moved in

Director Rogers noted that this property has had many violations that were the landlord's and previous tenant's responsibility and that the petitioner is attempting to address nonconformities triggered by the application; there are lingering nonconformities at the site that are not the petitioner's doing and should not be held against them.

Chair Szabo expressed concerns regarding the possible rear landscaping requirements. Mr. Burdi said he understands the intent of the code and would be open to striping but prefers not to landscape.

Member Fowler asked if the PZB can remove the landscaping requirements and window transparency conditions of approval. Director Rogers stated the applicable zoning regulations and variation processes. He also stated that major variations could be added during the meeting.

There was general discussion between the petitioner, PZB members and City staff regarding the semantic details of minimum and maximum window transparency.

Members Fowler and Fallico discussed potential compromises to the window transparency requirement. Director Rogers identified solutions including leaving two feet at the top of the window transparent. Member Veremis mentioned painting a mural as well.

Chairman Szabo asked for public comment. There was none.

Member Fallico moved and Member Fowler seconded a motion to recommend to City Council approval of the conditional use for a food processing establishment over 2,500 sq ft in the C-3 Commercial district with added major variations for storefront transparency (Sec. 12-3-11) to permit 100% opacity up to 7 feet above grade, parking lot landscape islands (Sec. 12-9-6.D), parking area landscaping (Sec. 12-10-8), and site landscaping buffer (Sec. 12-10-9), as well as the following conditions of approval as recommended by staff:

1. Operations may not commence until after the issuance of all required permits including but not limited to an alteration/remodel permit, parking lot permit, fence permit, and sign permit, approval of required inspections, and the issuance of a Certificate of Occupancy for the tenant spaces.

2. Loading and unloading will be conducted within the loading zone at the southeast corner of the building.

3. All refuse storage containers shall be stored within the trash enclosure at all times.

4. Any commercial vehicles for this property shall not be parked in such a way that any advertising located on the vehicle is readily visible from any public way so as to serve as a sign for the business.

5. The quantity of wall signs for this tenant space shall be reduced to no more than two.

6. Regular use of refrigerated trucks or other temporary storage units for the storage of inventory upon the property is prohibited. Temporary storage associated with unique circumstances can be considered on a case-by-case basis subject to the review and approval by the Director of Community & Economic Development or their designee after submittal of a request in writing outlining the proposed timeframe, location on the site, and other details relating to the temporary use.

AYES: Fallico, Fowler, Veremis, and Szabo
NAYS: None
ABSTAIN: None

MOTION CARRIED

CITY OF DES PLAINES

ORDINANCE Z - 16 - 26

AN ORDINANCE APPROVING A CONDITIONAL USE PERMIT AND MAJOR VARIATIONS FOR A FOOD PROCESSING ESTABLISHMENT AT 1641-1647 OAKTON PLACE, DES PLAINES, ILLINOIS.

WHEREAS, 1649 Oakton Place Plaza LLC (***"Owner"***) is the owner of the property improved with a multi-tenant building including tenant spaces commonly known as 1641-1647 Oakton Place, Des Plaines, Illinois (***"Subject Property"***); and

WHEREAS, the Subject Property is located in the C-3 General Commercial District of the City (***"C-3 District"***) and improved with a multi-tenant building (***"Building"***); and

WHEREAS, Pronto Panifico LLC, an Illinois corporation (***"Petitioner"***), desires to operate a Food Processing Establishment comprised of more than 2,500 square feet (***"Food Processing Establishment"***) in the Building on the Subject Property (***"Tenant Spaces"***); and

WHEREAS, the "Des Plaines Zoning Ordinance of 1998," as amended (***"Zoning Ordinance"***), is codified as Title 12 of the City Code of the City of Des Plaines (***"City Code"***); and

WHEREAS, pursuant to Section 12-7-3.K of the Zoning Ordinance, the operation of the Food Processing Establishment comprised of more than 2,500 square feet is permitted in the C-3 District only with a conditional use permit approved by the City Council; and

WHEREAS, pursuant to Section 12-3-4 of the Zoning Ordinance, Petitioner filed, with the consent of the Owner, an application with the City for the approval of a conditional use permit to allow the operation of the Food Processing Establishment comprised of more than 2,500 square feet in the Tenant Space on the Subject Property (***"Conditional Use Permit"***); and

WHEREAS, pursuant to Section 12-3-11.D.1.a. of the City of Des Plaines Zoning Ordinance of 1998, as amended (***"Zoning Ordinance"***), street-facing commercial storefronts must be comprised of 75% highly transparent windows in the area between 2.0 feet and 9.0 feet above the adjacent finished grade; and

WHEREAS, pursuant to Section 12-9-6.D. of the Zoning Ordinance, parking rows must include concrete curbs and islands at the ends of parking rows; and

WHEREAS, pursuant to Section 12-9-6.F. of the Zoning Ordinance, parking stalls must be setback a minimum of five feet from any property line; and

WHEREAS, pursuant to Section 12-10-8 of the Zoning Ordinance, parking lots designed for ten or more parking spaces shall provide landscaping in accordance with certain provisions including landscaped islands, ground cover, shrubs, and shade trees; and

WHEREAS, in order to allow for mostly opaque window displays and the installation of a new parking area for employees at the rear of the Tenant Spaces on the Subject Property, the Petitioner submitted an application to the City of Des Plaines Department of Community and Economic Development (***"Department"***) for major variations from Sections 12-3-11.D.1.a., 12-9-6.D., 12-9-6.F., and 12-10-8 of the Zoning Ordinance to allow 0% window transparency to a height of 7.0 feet on the three southernmost Tenant Spaces, to reduce the minimum setback for new parking spaces at the southeast corner of the Subject Property from 5.0 feet to 0.0 feet, to waive requirements for curbs and islands adjacent to new parking spaces at the southeast corner of the Subject Property, and to waive all landscaping requirements adjacent to new parking spaces at the southeast corner of the Subject Property (***"Requested Variations"***); and

WHEREAS, within 15 days after the receipt thereof, the Petitioner's application was referred by the Department of Community and Economic Development to the Planning and Zoning Board of the City of Des Plaines (**"PZB"**); and

WHEREAS, within 90 days from the date of the Petitioner's application a public hearing was held by the PZB on June 9, 2026, pursuant to notice published in the *Des Plaines Journal* on May 20, 2026; and

WHEREAS, notice of the public hearing was mailed to all property owners within 500 feet of the Subject Property; and

WHEREAS, during the public hearing, the PZB heard testimony and received evidence with respect to how the Petitioner intended to satisfy and comply with the applicable provisions of the Zoning Ordinance; and

WHEREAS, pursuant to Section 12-3-4 of the Zoning Ordinance, the PZB filed a written report with the City Council on June 10, 2026, summarizing the testimony and evidence received by the PZB and stating the Board's recommendation, by a vote of 4-0, to approve the Conditional Use Permit and Major Variations, subject to certain terms and conditions; and

WHEREAS, the Petitioner made representations to the PZB with respect to the Conditional Use Permit and Major Variations which representations are hereby found by the City Council to be material and upon which the City Council relies in approving the Conditional Use Permit; and

WHEREAS, the City Council has considered the written report of the PZB, the applicable standards for conditional use permits set forth in the Zoning Ordinance, and the Community and Economic Development Staff Memorandum dated June 23, 2026, and has determined that it is in the best interest of the City and the public to approve the Conditional Use Permit and Major Variations in accordance with the provisions of this Ordinance;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1. RECITALS. The recitals set forth above are incorporated herein by reference and made a part hereof, the same constituting the factual basis for this Ordinance.

SECTION 2. LEGAL DESCRIPTION OF SUBJECT PROPERTY. The Subject Property is legally described as follows:

> LOTS 7 AND 8 IN OAKTON PLACE, A SUBDIVISION OF PART OF THE NORTH 25 ACRES OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 29, TOWNSHIP 41 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF REGISTERED IN THE OFFICE OF THE REGISTRAR OF TITLES OF COOK COUNTY, ILLINOIS, ON NOVEMBER 1, 1967, AS DOCUMENT NUMBER 235693, ALL IN COOK COUNTY, ILLINOIS.
>
> PIN: 09-29-106-008-0000
>
> Commonly known as 1641-1647 Oakton Place, Des Plaines, Illinois.

SECTION 3. APPROVAL OF CONDITIONAL USE PERMIT. Subject to and contingent upon the conditions, restrictions, limitations and provisions set forth in Section 5 of this Ordinance, the City Council hereby grants the Petitioner the Conditional Use Permit to allow the operation of the Food Processing Establishment comprised of more than 2,500 square feet in the Tenant Space on the Subject Property. The Conditional Use Permit granted by this Ordinance is consistent with and equivalent to a "special use" as referenced in Section 11-13-25 of the Illinois Municipal Code, 65 ILCS 5/11-13-25.

SECTION 4. REQUESTED VARIATIONS. The City Council finds that the Requested Variations satisfy the standards set forth in Section 12-3-6.H of the Zoning Ordinance and, pursuant to the City's home rule powers, finds that the Requested Variations are otherwise necessary and appropriate. Subject to and contingent upon the conditions, restrictions, limitations

and provisions set forth in Section 5 of this Ordinance, the City Council hereby grants the Requested Variations for the Subject Property to the Petitioner.

SECTION 5. CONDITIONS. The Conditional Use Permit granted in Section 3 of this Ordinance and the Major Variations granted in Section 4 of this Ordinance shall be, and are hereby, expressly subject to and contingent upon the following conditions, restrictions, limitations, and provisions:

A. Compliance with Law and Regulations. The development, use, operation, and maintenance of the Subject Property and the Food Processing Establishment by the Petitioner must comply with all applicable City codes and ordinances, as the same have been or may be amended from time to time, except to the extent specifically provided otherwise in this Ordinance.

B. Compliance with Plans. Except for minor changes and site work approved by the City Director of Community and Economic Development or Director of Public Works and Engineering (for matters within their respective permitting authorities) in accordance with all applicable City standards, the development, use, operation, and maintenance of the Subject Property and the Food Processing Establishment by the Petitioner must comply with the following plans and documents:

1. The Project Narrative, prepared by the Petitioner, consisting of three pages, and dated May 6, 2026, a copy of which is attached to and made a part of this Ordinance as ***Exhibit A***;

2. The Site Plan, prepared by K2 Studio, consisting of one page, with a latest revision date of June 4, 2026, a copy of which is attached to and made a part of this Ordinance as ***Exhibit B***; and

3. The Floor Plan, prepared by K2 Studio, consisting of one page, and with a

latest revision date of June 4, 2026, a copy of which is attached to and made a part of this Ordinance as ***Exhibit C***.

C. Operational Standards. Prior to the operation of the Food Processing Establishment on the Subject Property, the Petitioner must obtain all required permits and inspections from the City Community and Economic Development Department.

D. Plans Modifications. At time of the building permit process, the plans submitted for the Food Processing Establishment must be modified as necessary to comply with all local and state requirements and applicable Zoning Ordinance requirements.

E. Permits and Inspections. Operations may not commence until after the issuance of all required permits including but not limited to an alteration/remodel permit, parking lot permit, fence permit, and sign permit, approval of required inspections, and the issuance of a Certificate of Occupancy for the tenant spaces.

F. Loading and Unloading. Loading and unloading will be conducted within the loading zone at the southeast corner of the building.

G. Refuse Storage. All refuse storage containers shall be stored within the trash enclosure at all times.

H. Employee Parking. New parking spaces for employees shall be installed in accordance with a building permit in compliance with all requirements for off-street parking other than those for which major variations have been granted.

I. Signage on Vehicles. Any commercial vehicles for this property shall not be parked in such a way that any advertising located on the vehicle is readily visible from any public way so as to serve as a sign for the business.

J. Wall Signage. The quantity of wall signs for this tenant space shall be reduced to no more than two.

K. Window Transparency. The existing storefront window systems shall be restored to full transparency above 7.0 feet.

L. Temporary Uses. Regular use of refrigerated trucks or other temporary storage units for the storage of inventory upon the property is prohibited. Temporary storage associated with unique circumstances can be considered on a case-by-case basis subject to the review and approval by the Director of Community & Economic Development or their designee after submittal of a request in writing outlining the proposed timeframe, location on the site, and other details relating to the temporary use.

SECTION 6. FAILURE TO COMPLY WITH CONDITIONS.

A. Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with, or resists the enforcement of, any of the provisions of this Ordinance shall be fined not less than $75.00 or more than $750.00 for each offense. Each and every day that a violation of this Ordinance is allowed to remain in effect shall constitute a complete and separate offense. In addition, the appropriate authorities of the City may take such other action as they deem proper to enforce the terms and conditions of this Ordinance, including, without limitation, an action in equity to compel compliance with its terms. Any person, firm or corporation violating the terms of this Ordinance shall be subject, in addition to the foregoing penalties, to the payment of court costs and reasonable attorneys' fees.

B. In the event that the Petitioner fails to develop or maintain the Subject Property in accordance with the requirements of the Zoning Ordinance, or the conditions set forth in Section 4 of this Ordinance, the Conditional Use Permit granted in Section 3 of this Ordinance may be

revoked after notice and hearing before the Zoning Administrator of the City, all in accordance with the procedures set forth in Section 12-4-7 of the Zoning Ordinance. In the event of revocation, the development and use of the Subject Property will be governed solely by the regulations of the C-3 District. Further, in the event of such revocation of the Conditional Use Permit, the City Manager and City's General Counsel are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances. The Owner and the Petitioner acknowledges that public notices and hearings have been held with respect to the adoption of this Ordinance, have considered the possibility of the revocation provided for in this Section, and agree not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice and hearing required by Section 12-4-7 of the Zoning Ordinance is provided to the Petitioner and the Owner.

SECTION 7. BINDING EFFECT. This Ordinance and the privileges, obligations, and provisions contained in this Ordinance run with the Subject Property and inure to the benefit of, and are binding upon, the Owner and the Petitioner, and their respective personal representatives, successors, and assigns, including, without limitation, subsequent purchasers or lessees of the Tenant Space.

SECTION 8. SEVERABILITY. If any paragraph, section, clause or provision of this Ordinance is held invalid, the remainder shall continue in full force and effect without affecting the validity of the remaining portions of the Ordinance.

SECTION 9. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after the occurrence of the following:

A. its passage, approval and publication in pamphlet form as provided by law;

B. the filing with the City Clerk by the Petitioner and the Owner, not less than 60 days after the passage and approval of this Ordinance, of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. Said unconditional agreement and consent shall be in substantially the form attached to, and by this reference made a part of, this Ordinance as ***Exhibit D***;

C. at the Petitioner's sole cost and expense, the recordation of this Ordinance together with such exhibits as the City Clerk deems appropriate, with the Office of the Cook County Recorder; and

D. in the event that the Petitioner or the Owner does not file with the City Clerk a fully executed copy of the unconditional agreement and consent referenced in Section 8.B of this Ordinance, within 60 days after the date of passage of this Ordinance by the City Council, the City Council shall have the right, in its sole discretion, to declare this Ordinance null and void and of no force or effect.

[SIGNATURES ON FOLLOWING PAGE]

PASSED this _____ day of _____, 2026.

APPROVED this _____ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____
MAYOR

ATTEST:

_____
CITY CLERK

Published in pamphlet form this
_____ day of _____, 2026.

_____
CITY CLERK

Approved as to form:

_____
Peter M. Friedman, General Counsel

EXHIBIT A

PROJECT NARRATIVE

May 6, 2026
Via Electronic Mail

City of Des Plaines
1420 Miner Street
Des Plaines, Illinois 60016
Attn: Jeff Rogers
jrogers@desplainesil.gov

RE: Pronto Italian Sandwiches Conditional Use Permit Application; 1641-1643 Oakton Place, Des Plaines, Illinois 60018

Dear Mr. Rogers,

2. Narrative outline of the proposed use of 1641-43 Oakton Place;

Pronto Sandwiches LLC functions as the Front-of-House component, specializing in artisanal Italian sandwiches (prepared with bread sourced from the on-site bakery), salads, soups, cookies, and a selection of soft drinks. The establishment features a compact 500-square-foot dining area with seating for 30, designed to accommodate lunchtime clientele. The standard-equipped kitchen also measures approximately 500 square feet. Operational hours are from 11:00 AM to 3:00 PM daily. Additionally, plans are underway to establish a retail window for Panificio to directly offer freshly baked bread and cookies to its clientele daily. This is expected to enhance brand visibility and serve as a valuable asset to the local community. Pronto maintains a daily staff of four to five individuals. Despite its modest footprint, the majority of patrons arrive in groups from nearby offices, thereby lowering potential parking concerns.

Pronto Panificio LLC operates as an independently owned and family-operated bakery, established in 2025. Panificio supplies bread to wholesale clientele throughout Chicagoland. The establishment employs a staff of eight bakery workers, whose standard operational hours are from 4:00 AM to 12:00 PM, Monday through Friday. Both personnel and our delivery van utilize a dedicated parking lot, situated at the rear of the building. The bakery occupies approximately 3,000 square feet, accommodating ovens, sheeters, and other essential bakery equipment. Additionally, the premises are equipped with a commercial refrigerator and freezers. Deliveries are accepted during the early morning hours; while small trucks are routinely employed, semi-trailers are occasionally utilized. These vehicles are stationed next to the building, with the area separated by a fence from neighboring properties.

3. List of Professionals and Consultants associated with the above listed project.

1. *Architect of Record: Phillip Kupritz-K2 Studio*
   Pkupritz@k2arch.com
   329 W 18th., Suite 501, Chicago, Illinois 60616 - 1.312.953.2720

2. *Consultant: Anthony Abruzzo-Forza Design and Consulting Services*
   Anthony@forzadesign.com
   2212 Division Street, Melrose Park, Illinois 60160 - 1.708.306.8000

3. *Attorney: Jennifer Hughes*
   53 W Jackson, Suite #1510, Chicago, Illinois 60604 - 1.312.560.9911

4. *General Contractor: Peter Burdi*
   114 S. Washington, Hinsdale, Illinois 60521 - 1.312.907.9448

5. *Dar Electric: Ovi Tipurdan, Daniel Rusu*
   9316 Roberts Rd., Hickory Hills, Illinois 60457 - 1.708.932.4851

6. *Empire Tech*
   1133 Tower Road, Schaumburg, Illinois 60173 - 1.773.971.2294

May 13, 2026
Via Electronic Mail

City of Des Plaines
1420 Miner Street
Des Plaines, Illinois 60016
Attn: Jeff Rogers
jrogers@desplainesil.gov

RE: Pronto Italian Sandwiches Conditional Use Permit Application; 1641-1643 Oakton Place, Des Plaines, Illinois 60018. Supplement to project narrative.

Dear Mr. Rogers,

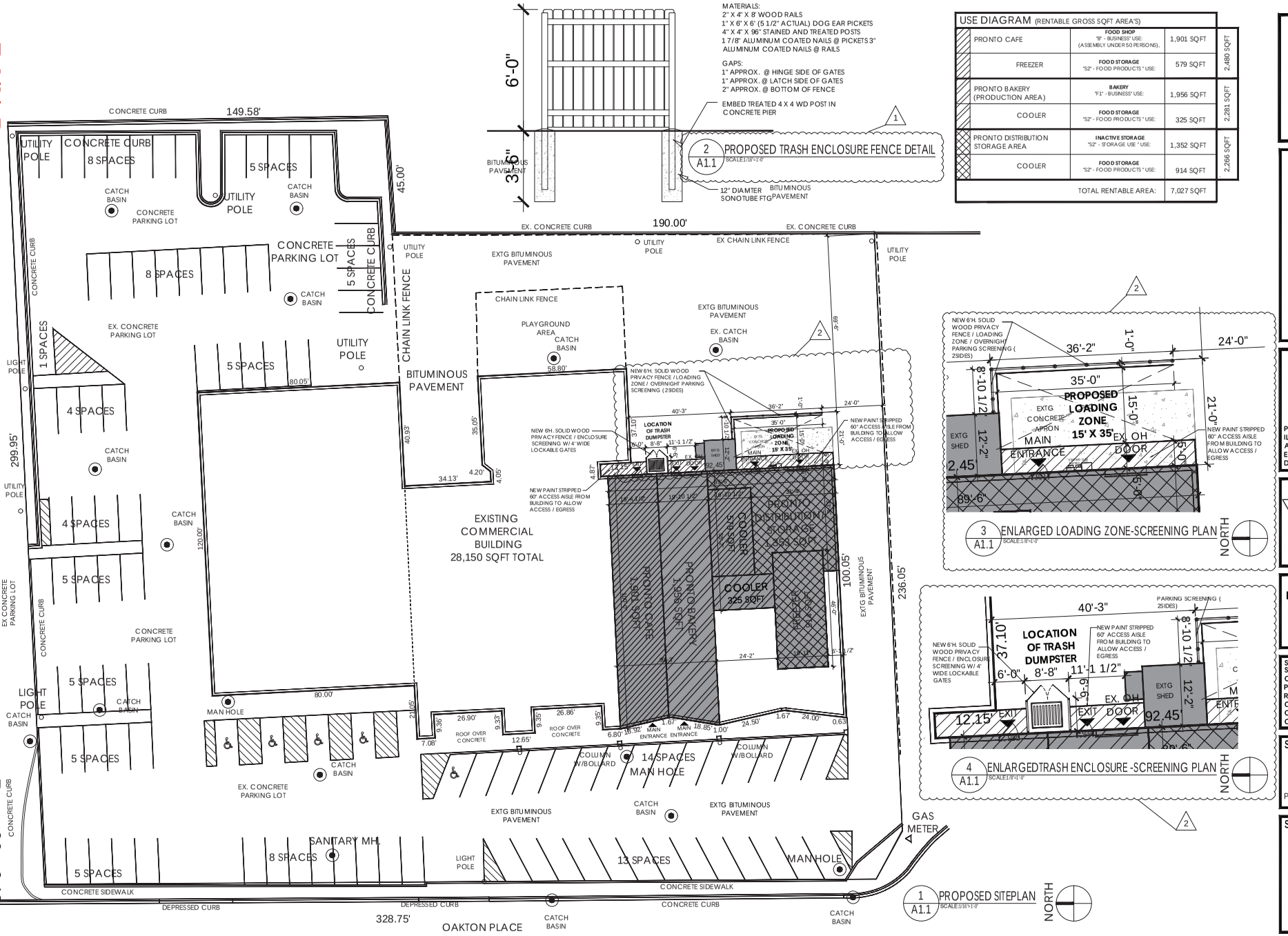
B.

Pronto Panificio operates as a wholesale business from 4:00 AM to 1:00 PM Monday through Friday. Retail operations will be conducted from 11:00 AM to 3:00 PM daily. Eight employees are assigned to our wholesale division, with one employee dedicated to retail. Refuse collection is scheduled for Thursdays. We will occupy 7 parking spaces behind the building, with only our company van designated for overnight use. The Pronto Van is loaded daily from 7:00 AM to 10:00 AM. Our typical supplier delivery days are Monday and Thursday mornings. While specific delivery times may vary, deliveries are generally completed between 6:00 AM and 8:00 AM.

EXHIBIT B

SITE PLAN

Exhibit B



MATERIALS:
2" X 4" X 8' WOOD RAILS
1" X 6" X 6' (5 1/2" ACTUAL) DOG EAR PICKETS
4" X 4" X 96" STAINED AND TREATED POSTS
1 7/8" ALUMINUM COATED NAILS @ PICKETS 3"
ALUMINUM COATED NAILS @ RAILS

GAPS:
1" APPROX. @ HINGE SIDE OF GATES
1" APPROX. @ LATCH SIDE OF GATES
2" APPROX. @ BOTTOM OF FENCE

USE DIAGRAM (RENTABLE GROSS SQFT AREA'S)

	PRONTO CAFE	FOOD SHOP "B" - BUSINESS" USE: (ASSEMBLY UNDER 50 PERSONS),	1,901 SQFT	2,480 SQFT
	FREEZER	FOOD STORAGE "S2" - FOOD PRODUCTS " USE:	579 SQFT	
	PRONTO BAKERY (PRODUCTION AREA)	BAKERY "F1" - BUSINESS" USE:	1,956 SQFT	2,281 SQFT
	COOLER	FOOD STORAGE "S2" - FOOD PRODUCTS " USE:	325 SQFT	
	PRONTO DISTRIBUTION STORAGE AREA	INACTIVE STORAGE "S2" - STORAGE USE " USE:	1,352 SQFT	2,266 SQFT
	COOLER	FOOD STORAGE "S2" - FOOD PRODUCTS " USE:	914 SQFT	
		TOTAL RENTABLE AREA:	7,027 SQFT	

K2 STUDIO
329 W. 18th St. SUITE 501 CHICAGO IL. 60616
PH: 312.775.5000
FAX: 312.775.5005
E-MAIL: STUDIO@K2ARCH.COM

PHILLIP A. KUPRITZ No. 01-6058 REGISTERED ARCHITECT
PHILLIP KUPRITZ
ILLINOIS REG. NO. 01-6058
ARCHITECT OF RECORD
EXP. NOVEMBER 2026
DESIGN FIRM REG#: 184004715

PROJECT MANAGEMENT:
OFFICE: 708-306-8000
FAX:708-345-6585
FORZA DESIGN & CONSULTING INC.
2212 DIVISION STREET
MELROSE PARK, IL 60160

PRONTO ITALIAN SANDWICHES &BAKERY
CORRECTIONS SET
1641 OAKTON PL, DES PLAINES,IL 60018

Submittal Dates	
Start Date	3/18/26
Contract	
Permit	3/25/26
Revision 1	4/24/26
CONDITIONAL USE	5/7/26
COND. USE REV 1	5/13/26
COND. USE REV 2	6/4/26

Sheet Title
PROPOSED SITEPLAN

Sheet Number
A1.1

EXHIBIT C

FLOOR PLAN

Exhibit C

DRAWING LEGEND:	
	INDICATES NEW DOOR NOTE: VERIFY NEW SIZES SEE NEW DOOR SCHEDULE
	INDICATES EXISTING DOOR NOTE: VERIFY ALL EXISTING DOOR SIZES SCHEDULED TO BE REPLACED WITH NEW. "E" INDICATES EXISTING "N" INDICATES NEW

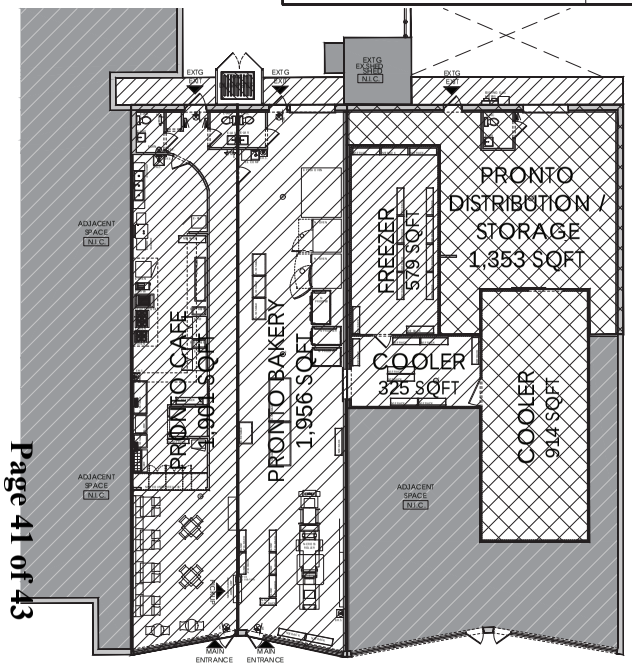
WALL LEGEND & SYMBOL LEGEND	
WALL	DESCRIPTION
	EXTERIOR BEARING AND NON BEARING WALLS WALLS AND OTHER ASSEMBLIES TO REMAIN:
	EXTG INTERIOR PARTITIONS TO REMAIN
	NEW INTERIOR PARTITIONS
	PARTITION TAG
	WINDOW TAG (REFER TO WINDOW SCHEDULE)
	DOOR TAG (REFER TO SCHEDULE)
EQ-#	EQUIPMENT/ FURNITURE TAG (REF. EQUIP SCHEDULE)
CM	CARBON MONOXIDE DETECTOR
S	SMOKE DETECTOR
	ELECTRICAL PANEL RE: RISER DIAGRAM FOR SIZE
H	HORN / STROBE
P	PULLSTATION
H	HEAT INDICATOR
EM	LED EMERGENCY LIGHT
	EMERGENCY DIRECTIONAL SIGN

PROPOSED OCCUPANCY COUNT: (INTERIOR AREA SQFT'S)

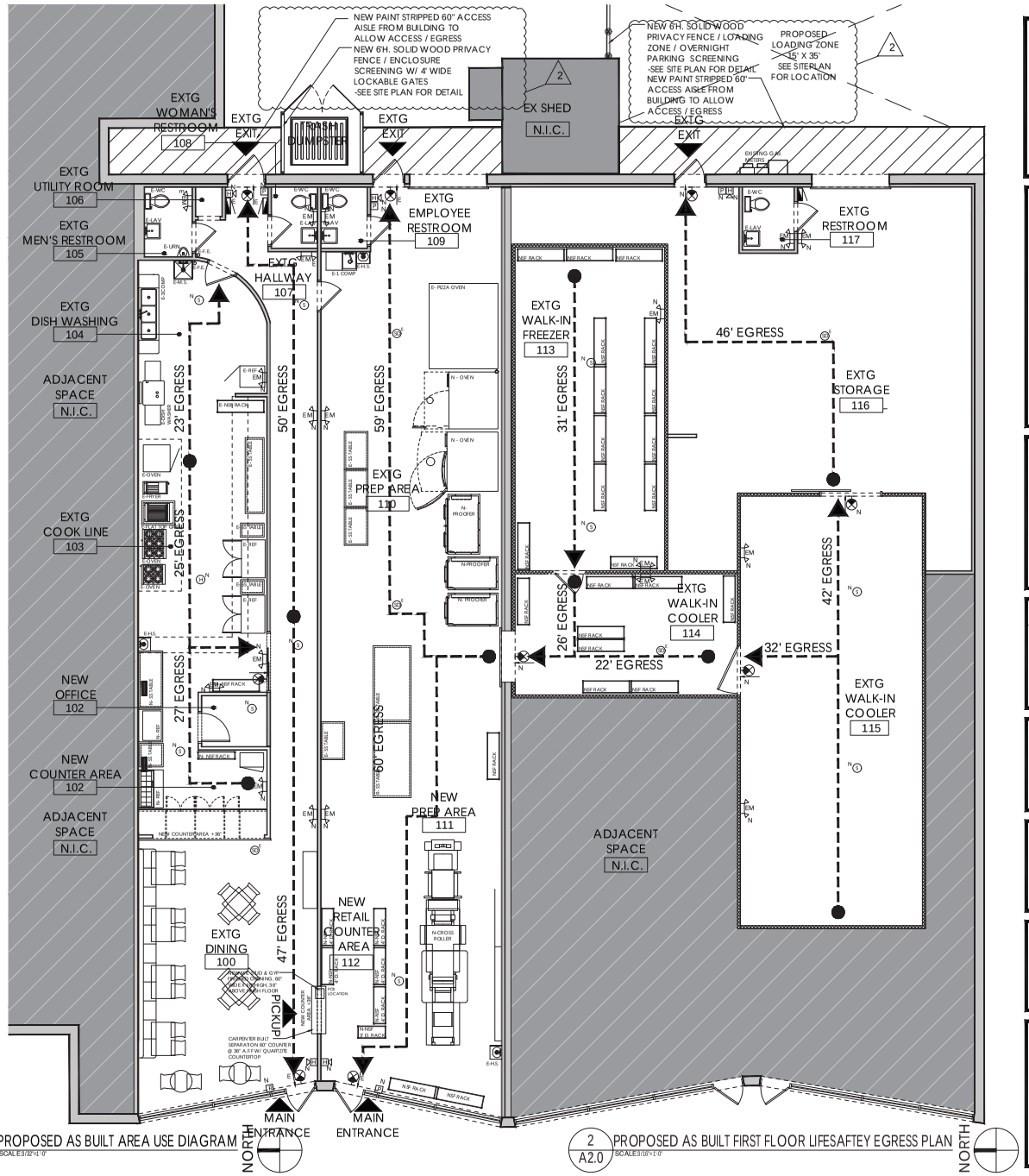
FLOOR	ROOM NUMBER	ROOM NAME	AREA OF SPACE (SQFT)	OCCUP. MULTIPLIER	NUMBER OCCUP.	ACTUAL NUMBER OCCUP.	
FIRST FLOOR PRONTO CAFE	100	EXTG DINING ROOM	426	15	29	28	GROSS AREA 2,480 SQFT
	101	NEW COUNTER AREA	163	150	2	2	
	102	NEW OFFICE	36	150	1	1	
	103	EXTG COOK LINE	433	200	3	2	
	104	EXTG DISH WASHING	269	200	2	1	
	105	EXTG MEN'S RESTROOM	36	NA	-	-	
	106	EXTG UTILITY ROOM	8	NA	-	-	
	107	EXTG HALLWAY	345	NA	-	-	
	108	EXTG WOMEN'S RESTROOM	31	NA	-	-	
	113	EXTG WALK IN FREEZER	579	NA			
PRONTO BAKERY	109	EXTG EMPLOYEE RESTROOM	31	NA	-	-	GROSS AREA 2,281 SQFT
	110	EXTG PREP AREA	1,193	200	6	2	
	111	NEW PREP AREA	469	200	3	2	
	112	NEW BAKERY RETAIL COUNTER AREA	127	200	1	1	
	114	EXTG WALK IN COOLER	325	NA	-	-	
PRONTO DISTRIBUTION	115	EXTG WALK IN COOLER	914	NA	-	-	GROSS AREA 2,266 SQFT
	116	EXTG INACTIVE STORAGE	1,184	NA	-	-	
	117	EXTG EMPLOYEE RESTROOM	35	NA	-	-	
						-	
		TOTAL PERSON'S PER IBC CODE FIRST FLOOR 44 PERSON'S					
		ACTUAL TOTAL PERSON'S FIRST FLOOR : 39 PERSON'S					

USE DIAGRAM (RENTABLE GROSS SQFT AREA'S)

PRONTO CAFE	FOOD SHOP "B" - BUSINESS" USE: (ASSEMBLY UNDER 50 PERSONS),	1,901 SQFT	2,480 SQFT
FREEZER	FOOD STORAGE "SZ" - FOOD PRODUCTS " USE:	579 SQFT	
PRONTO BAKERY (PRODUCTION AREA)	BAKERY "F1" - BUSINESS" USE:	1,956 SQFT	2,281 SQFT
COOLER	FOOD STORAGE "SZ" - FOOD PRODUCTS " USE:	325 SQFT	
PRONTO DISTRIBUTION STORAGE AREA	INACTIVE STORAGE "S2" - STORAGE USE " USE:	1,352 SQFT	2,266 SQFT
COOLER	FOOD STORAGE "SZ" - FOOD PRODUCTS " USE:	914 SQFT	
	TOTAL RENTABLE AREA:	7,027 SQFT	



1 A2.0 PROPOSED AS BUILT AREA USE DIAGRAM SCALE:3/32"=1'-0"



2 A2.0 PROPOSED AS BUILT FIRST FLOOR LIFESAFTEY EGRESS PLAN SCALE:3/16"=1'-0"

K2 STUDIO
329 W. 18th St. SUITE 501 CHICAGO IL. 60616
PH: 312.775.5000
FAX: 312.775.5005
E-MAIL: STUDIO@K2ARCH.COM

PHILLIP KUPRITZ
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PROJECT MANAGEMENT:
OFFICE: 708-306-8000
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FORZA DESIGN & CONSULTING INC.
2212 DIVISION STREET
MELROSE PARK, IL 60160

PRONTO ITALIAN SANDWICHES &BAKERY
CORRECTIONS SET
1641 OAKTON PL, DES PLAINES,IL 60018

Submittal Dates	
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Permit	3/25/26
Revision 1	4/24/26
CONDITIONAL USE	5/7/26
COND. USE REV 1	5/13/26
COND. USE REV 2	6/4/26

Sheet Title

PROPOSED LIFE SAFETY, EGRESS FLOOR PLAN, AND OCCUPANCY SCHEDULE

Sheet Number

A2.0

EXHIBIT D

UNCONDITIONAL AGREEMENT AND CONSENT

TO: The City of Des Plaines, Illinois (***"City"***):

WHEREAS, Ordinance No. Z-16-26 adopted by the City Council of the City of Des Plaines on _____, 2026 (***"Ordinance"***), grants approval of a conditional use permit to allow Pronto Panifico LLC (***"Petitioner"***) to operate a food processing establishment in several tenant spaces on the property commonly known as 1641-1647 Oakton Place, Des Plaines, Illinois (***"Subject Property"***), subject to certain conditions; and

WHEREAS, the Subject Property is owned by 1649 Oakton Place Plaza LLC (***"Owner"***); and

WHEREAS, the Petitioner and the Owner desire to evidence to the City their unconditional agreement and consent to accept and abide by each of the terms, conditions, and limitations set forth in said Ordinance, and their consent to record the Ordinance and this Unconditional Agreement and Consent against the Subject Property;

NOW, THEREFORE, the Petitioner and the Owner do hereby agree and covenant as follows:

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

2. The Petitioner and the Owner acknowledge and agree that the City is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the City's review and approval of any plans for the Subject Property, the adoption of the Ordinance, or the issuance of any permits for the use and development of the Subject Property, and that the City's review and approval of any such plans and ordinance, and issuance of any such permits does not, and shall not, in any way, be deemed to insure the Petitioner or the Owner against damage or injury of any kind and at any time.

3. The Petitioner and the Owner acknowledge that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, have considered the possibility of the revocation provided for in the Ordinance, and agree not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the procedures required by Section 12-4-7 of the City's Zoning Ordinance are followed.

4. The Petitioner agrees to and does hereby hold harmless and indemnify the City, the City's corporate authorities, and all City elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may,

at any time, be asserted against any of such parties in connection with (a) the City's review and approval of any plans and issuance of any permits, (b) the procedures followed in connection with or the adoption of the Ordinance, (c) the development, construction, maintenance, and use of the Subject Property, and (d) the performance by Petitioner of its obligations under this Unconditional Agreement and Consent.

5. The Petitioner hereby agrees to pay all expenses incurred by the City in defending itself with regard to any and all of the claims mentioned in this Unconditional Agreement and Consent. These expenses shall include all out-of-pocket expenses, such as attorneys' and experts' fees, and shall also include the reasonable value of any services rendered by any employees of the City.

ATTEST: **PRONTO PANIFICO LLC**

By:_____ By:_____

Print Name:_____ Its: _____

ATTEST: **1649 OAKTON PLACE PLAZA LLC**

By:_____ By:_____

Print Name:_____

DES PLAINES ILLINOIS

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT
1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5306
desplainesil.gov

MEMORANDUM

Date: June 26, 2026

To: Dorothy Wisniewski, City Manager

From: Suzy Aguilar, Economic Development Manager
Jeff Rogers, Director of Community and Economic Development

Subject: Consideration of a Resolution Designating 678 Lee St as a Blighted Area and Consideration of a Resolution Approving a Cook County Class 7b Real Estate Tax Incentive for the City of Des Plaines (2nd Ward)

Issue: The applicant, City of Des Plaines, represented by Mark Rogers, Liston & Tsantilis, is requesting City Council approval of a Resolution designating the property at 678 Lee St as a Blighted Area and approval of a Resolution supporting their application to Cook County for a Class 7b Real Estate Tax Incentive involving Substantial Rehabilitation and Occupation of Abandoned Property with No Special Circumstances.

Analysis: The subject property consists of approximately 0.18 acres and is improved with a vacant, 10,650-square-foot commercial building. The applicant acquired the property in 2024 and proposes to rehabilitate the existing structure in preparation for future tenant improvements. The applicant has entered into a contingency lease agreement with 10 Scents, LLC, which intends to complete the tenant build-out and construct a proposed three-story dine-in restaurant and event space following the completion of the applicant's rehabilitation work.

Designation of the Area as Blighted
The applicant has submitted a report titled *The Need for a Class 7(B) Incentive to Ensure Feasibility for the Redevelopment of the Property Located at 678 Lee Street, Des Plaines, IL 60016*, prepared by Strategic Project Management, Inc. and dated June 24, 2026, documenting the condition of the subject property and its improvements. The report identifies findings consistent with the criteria set forth in the Illinois Tax Increment Allocation Redevelopment Act and the Commercial Renewal and Redevelopment Areas Act, providing evidence to support a determination that the property qualifies as a blighted area.

The report identifies five (5) characteristics of the property which support the designation of the property as a blighted area. These can be summarized as follows:

A. Deterioration of Building & Surface Improvements: A significant amount of the property displays signs of deteriorated conditions defects including, but were not limited to, the roof, damaged fasciae, doors, windows, entryways, rotting wood, missing mortar, damaged gutters, eaves and downspouts (requiring replacement). Additionally, conditions found were characterized by occurrences that included broken and missing brick or other exterior materials, deterioration of brick and mortar, damaged metal frames on structures, and rusted/damaged gutters.

B. Obsolescence: The building features a heavy, concrete-reinforced bank vault and a spatial layout designed strictly for early 20th century retail banking, which is functionally incompatible with modern commercial or standard retail needs without massive structural configuration. The building has suffered from its long vacancy, proving that its current configuration cannot command productive market-rate rents or attract standard private sector tenants without municipal intervention. Additionally, the building pre-dates most modern buildings and life/safety codes. For this reason, older structures like the building are not only functionally obsolescent, but economically obsolescent as well given the cost of such improvements versus their likely economic value.

C. Lack of Community Planning: The lack of an adequate Capital Projects Plan or Comprehensive Plan for the area in the 1920s provided no guidance for development in the area beyond the zoning. While improvements to the area may have taken place over the years, they were implemented without the guidance of the City's modern 2019 Comprehensive Plan or 2026 Capital Improvement Program directed toward long-term benefit for the City. Additionally, modern building codes, planning standards, and electronic/internet infrastructure were not available when the area was developed.

D. Inadequate Utilities and Building Systems: Portions of the property's water, storm and sanitary sewer systems are at or near the end of their useful lives and are in need of upgrade and/or replacement due to both existing inadequacies and due to lack of capacity to serve future redevelopment needs. Additionally, the possibility of insufficient on-site detention or retention of stormwater due to constantly changing climate conditions contribute to the inadequacy of the site utilities**.**

E. Excessive Vacancies: The property has been vacant for at least six years. In addition, the building shows evidence of deterioration and serves to illustrate weak demand for commercial properties along, or nearby, the major business corridors. The physical condition of the building's structure indicates long-term disinvestment by the private sector, which cannot be depended on to address the myriad issues with the area, the property, and the building.

A finding by Cook County supported by the above characteristics is required in order to declare the area as blighted.

Proposed Class 7b Incentive

The City of Des Plaines is requesting the City's designation of the property for Substantial Rehabilitation and Occupation of Abandoned Property with no Special Circumstances and consent to a Class 7b incentive. The applicant purchased the property for value in December of 2024 and will invest approximately $16,000,000 in new physical improvements to the property reflected on the building permit value equating to $1,502 per square foot which exceeds the City's minimum investment requirement of $10 per square foot for approval of a Class 7b incentive per City Council policy.

Upon completion of the improvements, the property is projected to have an estimated market value of approximately $6,890,000, generating an estimated $2,507,524 in total taxes over the life of the Class 7b incentive. In comparison, if the property were to remain vacant, it is estimated to generate approximately $645,645 in property tax revenue over the next twelve years.

Cook County's Class 7b Classification reduces the property tax assessment for the property where the new investment is proposed from the typical 25% of market value to 10% for a 10-year period. In the 11th year of the incentive, the assessment will go up to 15% of market value, and in the 12th & final year of the incentive the assessment will go to 20% of market value before returning to 25% of market value after expiration of the incentive.

Cook County requires the City to affirm five (5) factors before support for a Class 7b incentive can be offered. These factors can be summarized as follows:

1. Designation of Area | "The area is currently designated by Federal, State or local agency as a conservation, blighted or renewal area or an area encompassing a rehabilitation or redevelopment plan or project adopted under the Illinois Urban Renewal Consolidation Act of 1961, as amended, or the Commercial Renewal Re-development Areas Act of 1967, as amended, or that the area is located in a Federal Empowerment Zone or Enterprise Community, as proposed and approved by the County Board on June 22, 1994, or the Chicago City Council on May 18, 1994, or the Commercial District Development Commission Ordinance of the City of Chicago or designation of like effect adopted under any similar statute or Ordinance;

    - The applicants request City Council designation of the subject property as a blighted area in accordance with the property condition report provided as Attachment 1.

2. Real Estate Tax Analysis | Real estate taxes within the area, during the last six years, have declined, remained stagnant or potential real estate taxes are not being fully realized due to the depressed condition of the area, and/or subject site, or property values as determined by the assessed value (AV) or equalized assessed value (EAV) for the redevelopment area or specific subject site have declined over the last six years, or property values as determined by the AV or EAV are increasing at a rate that is less than the balance of the municipality's AV or EAV for the last six years; or property values as determined by the AV or EAV for the redevelopment area/site are increasing at a rate that is less than Consumer Price Index (CPI) for All Urban Consumers as published by the US Department of Labor for last six years;

    - The applicants request City Council acknowledgement that the real estate taxes are not being fully realized due to the depressed condition of the area as outlined in the summary of real estate taxes for the property since six years of vacancy as summarized within Attachment 1.

3. Viability and Timeliness | There is a reasonable expectation that the development, re-development or rehabilitation of the commercial development project is viable and likely to go forward on a reasonably timely basis if granted Class 7b designation and will therefore result in the economic enhancement of the area.

    The applicant has submitted a development plan depicting the scope of the proposed improvements to the property, an assessment of the project's economic feasibility and the need for the requested incentive, a project budget identifying costs and sources of public funding, the identities of the developer and future tenant, and a project schedule indicating construction is anticipated to commence in 2026.

4. Assistance and Necessity | Certification of the commercial development project for Class 7b designation will materially assist development, re-development or rehabilitation of the area and the commercial development project would not go forward without the full incentive offered under Class 7b.

    - The applicants affirm that the development would not proceed without the full Class 7b incentive and will materially assist in redevelopment of the area.

5. Increased Tax Revenue and Employment | Certification of the commercial development project for Class 7b designation is reasonably expected to ultimately result in an increase in real property tax revenue and employment opportunities within the area.

    - The applicant has provided revenue and employment projections which demonstrate substantial increases in property taxes and new employment.

The applicant has affirmed that if the incentive is not approved, the proposed development would not occur.

In terms of property tax generation, the applicant provided projected revenues associated with the Class 7b incentive as included in Attachment 2. The granting of the incentive would result in approximately $2,231,058 of additional tax revenue over the term of the incentive than would be collected if the incentive request was denied, the existing building on the property remained vacant, and no investment in rehabilitation was made.

The applicant has also provided a summary of projected tax implications from the development which can be summarized as follows:

Scenario	Estimated 12-Year Tax Payments	Net tax revenue vs. "no change"
A. Existing w/ no new construction and no 7b	$758,079	+/-$0
B. New construction w/o 7b	$6,542,643	+$5,784,564
C. New construction w/ 7b	$2,989,137	+$2,231,058

The applicant asserts that the incentive (included in Scenario C) is necessary for the proposed property acquisition and improvements to occur. Therefore, Scenario B is not economically feasible, leaving Scenario C as the option which would result in the City of Des Plaines proceeding with the rehabilitation of the subject property.

In accordance with City policy, a courtesy notice was distributed to all potentially affected taxing jurisdictions notifying them of the City Council's consideration of this request.

Recommendation: Staff recommends the City Council consider the proposed Resolution R-164-26 designating the subject property as a Blighted Area and the proposed Resolution R-165-26 granting support and consent to a Class 7b application with the Cook County Assessor's Office involving Substantial Rehabilitation and Occupation of Abandoned Property with No Special Circumstance for the City of Des Plaines at 678 Lee St.

Attachments:
Attachment 1: Applicants' Blight Analysis
Attachment 2: Applicants' Application Materials & Exhibits

Resolution R-164-26
Exhibit A: Depiction of Area
Exhibit B: Legal Description of the Subject Property

Resolution R- 165 -26
Exhibit A: Legal Description of the Subject Property

THE NEED FOR A CLASS 7(B) INCENTIVE TO ENSURE FEASIBILITY FOR THE REDEVELOPMENT OF THE PROPERTY LOCATED AT 678 LEE STREET, DES PLAINES, IL 60016

To

BRIAN P. LISTON, ESQ., AND PETER TSANTILIS, ESQ.
THE LAW OFFICES OF LISTON & TSANTILIS, P.C.

From

STRATEGIC PROJECT MANAGEMENT, INC.

June 24, 2026

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MEMORANDUM

Date: June 24, 2026

To: Brian P. Liston, Esq., and Peter Tsantilis, Esq.
The Law Offices of Liston & Tsantilis, P.C.

From: Peter Tsiolis, Aric Swaney - Strategic Project Management

Subject: 678 Lee Street
Des Plaines, IL – Class 7(b)

INTRODUCTION

The issue of whether the redevelopment of the property commonly known as 678 Lee Street, Des Plaines, IL, or more specifically identified by PIN 09-17-418-044-0000 is feasible without a Class 7(b) incentive is the focus of this analysis. To draw a conclusion, Strategic Project Management utilized a methodology that encompasses simulating real estate tax projections and redevelopment costs as well as other factors including community impact. In addition, we rely on certain assumptions as concluded by the City Council of City of Des Plaines in addition to our own review of their conclusions and our field reports.

Prior to delving into the analysis of this specific project (as will be fully described below), we addressed the issue of whether the subject property is within an area that meets the blight criteria as defined in the Illinois Tax Increment Allocation Redevelopment Act (65 ILCS 5/11-74/4-1 et seq.) (the "TIF Act"). Our examination of both the issue of blight and whether this project is feasible without a Class 7(b) concludes the subject property is within a blighted area and the project would not be economically feasible without the Class 7(b) incentive.

BLIGHT CRITERIA

SPM found evidence of blight and recommend the Mayor and City Council and Cook County determine that the property, site, or area is deemed a redevelopment priority by the City, and that it satisfies the designation requirement to demonstrate that the area is "in need of commercial development" and thus blighted pursuant to both the Illinois Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-1 et seq. ("TIF Act"), and the Commercial Renewal and Redevelopment Areas Act, 65 ILCS 5/11-74.2-2-1 et seq. ("Renewal Act") in compliance with the ordinance required to be eligible for a Class 7(b) Incentive. Our analysis examined the same criteria as set forth in the Illinois Tax Increment Allocation Redevelopment Act (65 ILCS 5/11-74.4-1 et seq.) (the "TIF Act") in determining where the subject parcel meets the designation of blighted area, and we strongly recommend that conclusion be reached by the Mayor and City Council and Cook County.

In determining whether an area qualifies as blighted under the TIF Act, a project area must be, on and after November 1, 1999, "an improved or vacant area within the boundaries of a redevelopment project area located within the territorial limits of the municipality where, if improved, industrial, commercial, and residential buildings or improvements are detrimental to the public safety, health, or welfare because of a combination of 5 or more of the following factors, each of which is (i) present, with that presence documented, to a meaningful extent so that a municipality may reasonably find that the factor is clearly present within the intent of the Act and (ii) reasonably distributed throughout the improved part of the redevelopment project area:"

(A) Dilapidation: An advanced state of disrepair or neglect of necessary repairs to the primary structural components of buildings or improvements in such a combination that a documented building condition analysis determines that major repair is required, or the defects are so serious and so extensive that the buildings must be removed.

(B) Obsolescence: The condition or process of falling into disuse. Structures become ill-suited for the original use.

(C) Deterioration: With respect to buildings, defects including, but not limited to, major defects in the secondary building components such as doors, windows, porches, gutters and downspouts and fascia. With respect to surface improvements, that the condition of roadways, alleys, curbs, gutters, sidewalks, off-street parking, and surface storage areas evidence deterioration, including, but not limited to, surface cracking, crumbling, potholes, depressions, loose paving material and weeds protruding through paved surfaces.

(D) Presence of Structures Below Minimum Code Standards: All structures that do not meet the standards of zoning, subdivision, building, fire, and other governmental codes applicable to property, but not including housing and property maintenance codes.

(E) Illegal Use of Individual Structures: The use of structures in violation of applicable federal, State, or local laws, exclusive of those applicable to the presence of structures below minimum code standards.

(F) Excessive Vacancies: The presence of buildings that are unoccupied or under-utilized and that represent an adverse influence on the area because of the frequency, extent, or duration of the vacancies.

(G) Lack of Ventilation, Light, or Sanitary Facilities: The absence of adequate ventilation for light or air circulation in spaces or rooms without windows, or that require the removal of dust, odor, gas, smoke, or other noxious airborne materials. Inadequate natural light and ventilation means the absence of skylights or windows for interior spaces or rooms, and improper window sizes and amounts by room area to window area ratios. Inadequate sanitary facilities refer to the absence or inadequacy of garbage storage and enclosure, bathroom facilities, hot water and kitchens and structural inadequacies preventing ingress and egress to and from all rooms and units within a building.

(H) Inadequate Utilities: Underground and overhead utilities such as storm sewers and storm drainage, sanitary sewers, water lines and gas, telephone and electrical services that are shown to be inadequate. Inadequate utilities are those that are: (i) of insufficient capacity to serve the uses in the redevelopment project area; (ii) deteriorated, antiquated, obsolete or in disrepair; or (iii) lacking within the redevelopment project area.

(I) Excessive Land Coverage and Overcrowding of Structures and Community Facilities: The over-intensive use of property and the crowding of buildings and accessory facilities onto a site.

Examples of problem conditions warranting the designation of an area as one exhibiting excessive land coverage are: (i) the presence of buildings either improperly situated on parcels or located on parcels of inadequate size and shape in relation to present-day standards of development for health and safety and (ii) the presence of multiple buildings on a single parcel. For there to be a finding of excessive land coverage, these parcels must exhibit one or more of the following conditions: insufficient provision for light and air within or around buildings, increased threat of spread of fire due to the close proximity of buildings, lack of adequate or proper access to a public right-of-way, lack of reasonably required off-street parking or inadequate provision for loading service.

(J) Deleterious Land-Use or Layout: The existence of incompatible land-use relationships, buildings occupied by inappropriate mixed-uses or uses considered to be noxious, offensive, or unsuitable for the surrounding area.

(K) Environmental Clean-Up: The proposed redevelopment project area has incurred Illinois Environmental Protection Agency or United States Environmental Protection Agency remediation costs for, or a study conducted by an independent consultant recognized as having expertise in environmental remediation has determined a need for the clean-up of hazardous waste, hazardous substances or underground storage tanks required by State or federal law, provided that the remediation costs constitute a material impediment to the development or redevelopment of the redevelopment project area.

(L) Lack of Community Planning: The proposed redevelopment project area was developed prior to or without the benefit or guidance of a community plan. This means that the development occurred prior to the adoption by the municipality of a comprehensive or other community plan or that the plan was not followed at the time of the area's development. This factor must be documented by evidence of adverse or incompatible land-use relationships, inadequate street layout, improper subdivision, parcels of inadequate shape and size to meet contemporary development standards or other evidence demonstrating an absence of effective community planning.

(M) The total equalized assessed value of the proposed redevelopment project area has declined for three (3) of the last five (5) calendar years prior to the year in which the redevelopment project area is designated, or is increasing at an annual rate that is less than the balance of the municipality for three (3) of the last five (5) calendar years, for which information is available, or is increasing at an annual rate that is less than the Consumer Price Index for All Urban Consumers published by the United States Department of Labor or successor agency for three (3) of the last five (5) calendar years prior to the year in which the redevelopment project area is designated.

In this instance, following an exterior and interior survey of the condition and use of the area; field survey of conditions of roads, sidewalks, parking areas, lighting, landscaping, general property maintenance; analysis of existing structures and development plans for future structures; and research of relevant government records, we again recommend that the Mayor and City Council and Cook County should find the area is a “blighted area” and designate it as such due to the following five

factors as summarized in the table below:

Maximum Possible Factors per Statute	Minimum Factors Needed to Qualify per Statute	Qualifying Factors Present in O'Hare Lakes area
13	5	5 • Deterioration of buildings & surface improvements • Obsolescence • Lack of community planning • Inadequate utilities • Excessive vacancies

1) Deterioration of Building & Surface Improvements: investigate "with respect to buildings, defects including, but not limited to, major defects in the secondary building components such as doors, windows, porches, gutters, downspouts, and fascia. With respect to surface conditions, the condition of roadways, alleys, curbs, gutters, sidewalks, off-street parking, and surface storage areas evidence deterioration, including, but not limited to, surface cracking, crumbling, potholes, depressions, loose paving material and weeds protruding through paved surfaces."

Deterioration here can be evidenced in major or secondary building defects. Much of the structure and site improvements within and outside the parcel area exhibited various degrees of deterioration which require repairs, upgrades and replacement.

A significant amount of the parcel structure displayed signs of deteriorated conditions defects including, but were not limited to, the roof, damaged fasciae, doors, windows, entryways, rotting wood, missing mortar, damaged gutters, eaves and downspouts (requiring replacement). Additionally, conditions found were characterized by occurrences that included the following:

- Broken and missing brick or other exterior materials.
- Deterioration of brick and mortar.
- Damaged metal frames on structures; and
- Rusted/damaged gutters.

2) Obsolescence: When considering properties and buildings, the nature of obsolescence may be functional or economic, or a combination of both. Functional obsolescence generally relates to the

physical utility of a property or structure, and economic obsolescence relates to the ability of a property or building to compete in the marketplace. Symptoms of economic obsolescence include excessive vacancies, lack of maintenance, deterioration, and dilapidation of buildings and site improvements. Here, there is a combination of both functional and economic obsolescence due to excessive vacancy and the deterioration of the building and improvements.

The building features a heavy, concrete-reinforced bank vault and a spatial layout designed strictly for early 20th century retail banking, which is functionally incompatible with modern commercial or standard retail needs without massive structural configuration.

The building has suffered from its long vacancy, proving that its current configuration cannot command productive market-rate rents or attract standard private sector tenants without municipal intervention.

Additionally, the building is old and was in existence prior to most modern codes. And for this reason, older structures like this one are not only functionally obsolescent, but economically obsolescent as well given the cost of such improvements versus their likely economic value.

3) Lack of Community Planning: refers to "the proposed Redevelopment Project Area was developed prior to or without the benefit or guidance of a community plan. This means that the development occurred prior to the adoption by the municipality of a comprehensive or other community plan or that the plan was not followed at the time of the area's development. This factor must be documented by evidence of adverse or incompatible land-use relationships, inadequate street layout, improper subdivision, parcels of inadequate shape and size to meet contemporary development standards or other evidence demonstrating an absence of effective community planning."

The lack of an adequate Capital Projects Plan for this parcel in the 1920s and no early Comprehensive Plan did not significantly guide development in the area beyond the zoning. While improvements may have taken place over the years, they were implemented without the guidance of the updated and modern 2019 Comprehensive Plan or 2026 Capital Improvement Program directed toward long-term benefit for the City.

Additionally, the modern codes and electronic/ internet infrastructure were not part of any early plans. Nor were any of the pre- and post-pandemic mandated improvements or requirements. Nor were the requirements mandated under the Americans with Disabilities Act (ADA).

4) Inadequate Utilities: refers to "underground and overhead utilities such as storm sewers and storm drainage, sanitary sewers, water lines and gas, telephone and electrical services that are shown to be inadequate. Inadequate utilities are those that are: (i) of insufficient capacity to serve the uses in the Redevelopment Project Area; (ii) deteriorated, antiquated, obsolete or in disrepair; or (iii) lacking within the Redevelopment Project Area."

Sections of the parcel's water, storm and sanitary sewer systems are at or near the end of their useful

lives and are in need of upgrade and/or replacement due to both existing inadequacies and due to lack of capacity to serve future redevelopment needs. Additionally, the possibility of insufficient on-site detention or retention of storm water due to constantly changing climate conditions qualify as inadequate.

5) Excessive Vacancies: the Act states that this finding is characterized by the presence of unoccupied or under-utilized buildings that represent an adverse influence on the area.

The parcel here has been vacant for at least 6 years. In addition, the vacant building shows evidence of deterioration, as noted (see finding #1 above), and serves to illustrate weak demand for commercial properties along, or nearby, the major business corridors. The physical condition of the structure proves disinvestment by the private sector, which would never step in again to remedy the faults.

PROPOSED REDEVELOPMENT PROJECT

The Applicant is the City of Des Plaines ("Applicant" or "City"), which acquired the site at the end of 2024 and has a lease and operations agreement with 10 Scents for an eventual three-level dine-in restaurant, including a third-floor event space and outdoor seating. The lease and operations agreement include an option to purchase the property after years 10, 15 or 20.

The Subject Property was constructed in 1927 and currently consists of a vacant, approximately 18,390 square-foot commercial building located on approximately 8,002 square feet of land. The historic former Des Plaines State Bank is located at the southwest corner of Lee Street and Ellinwood Avenue, immediately next to the Des Plaines Metra station and within the City's core downtown redevelopment area. The site benefits from strong transit access, pedestrian visibility, and proximity to recent downtown residential investment, including the Ellinwood Apartments. However, the site has been vacant and unused since Huntington Bank vacated in 2019.

The proposed project would restore and reactivate the historic 1927 former bank building as a multi-level dine-in restaurant and event venue. The planned concept, currently operating under the working name "The Dime," would preserve and repurpose the building's distinctive historic character while introducing an active commercial use that supports the continued revitalization of downtown Des Plaines. The ground floor is expected to include a commercial kitchen on the south side of the building and a large bar/dining area on the north side, allowing patrons to take advantage of the building's existing first-floor windows, and views of surrounding downtown. The second-floor mezzanine is planned for lounge seating and private dining, while the third floor would be dedicated to private events. The project is also expected to include outdoor seating, further activating the Lee Street frontage and contributing to a more vibrant pedestrian environment.

The proposed tenant group brings substantial operating experience to the project. The four partners in the 10 Scents, LLC ("Occupant" "Tenant" or "10 Scents") operate several successful business enterprises,

including comparable restaurant concepts such as Foxtail on the Lake at Lake Opeka in Des Plaines and Foxtail Glen View House in Glenview. Based on that experience, the project is expected to create a significant new destination restaurant in downtown Des Plaines, generate meaningful local sales tax and food-and-beverage tax revenue, and support a number of new jobs. By returning a vacant historic bank building to productive use, the project would preserve an important downtown asset while introducing a higher-intensity hospitality use that supports evening and weekend activity, private events, and broader downtown economic development.

The estimated gross income for year one is $10,100,000.
The rent structure according to City of Des Plaines Resolution R-157-25[1]:
In years 1-3, 2% of net sales or $16,833 monthly
In years 4-6, 3.5% of net sales or $29,458 monthly
In years 7-9, 4% of net sales or $33,667 monthly
In years 10-12, 4.75% of net sales or $39,979 monthly
In years 13-15, 5% of net sales or $42,083 monthly
In years 16-18, 5.5% of net sales or $46,291 monthly
In years 19+, 6% of net sales or $50,500 monthly

Should the Class 7(b) Tax Incentive be granted, the Applicant is still in the process of gathering bids and estimates but plans to spend over $5,000,000 in hard costs to build-out the space for the new proposed uses.

In addition to increased property tax revenues, the Occupant's presence will significantly benefit the local community. The Occupant expects to hire approximately 110 full-time employees and 40 part-time employees. Build-out of the new space is also expected to create over 400 individual construction-related jobs, which according to the City is the equivalent of 92 full-time positions for the duration of the project.

The City expects each of the Occupant's new employees will frequent local restaurants, gas stations, stores and more. According to the attached employee economic impact chart, an estimated 110 full-time employees & 40 part-time employees are expected to spend over $600,000 per year on gas, entertainment, groceries, etc. in the City. Further, upon stabilization 10 Scents expects to have approximately $9,000,000 in sales annually, which should result in approximately $180,000 local sales tax revenue and approximately $90,000 in food and beverage tax per year.

The Applicant's redevelopment is essential for the subject property and the area in general. The Occupant has also established brand and occupant loyalty in City of Des Plaines. Additionally, the long-term outcome for the subject property had the Applicant decided not to redevelop is negative based on its extensive and likely continued vacancy.

[1] City of Des Plaines, City Council, A Resolution Approving a Lease and Operations Agreement with 10 Scents, LLC for the Operation of a Restaurant at 678 Lee Street, Res. Number %-157-25 passed September 2, 2025.

FINANCIAL FEASIBILITY ANALYSIS FOR THE REDEVELOPMENT OF 678 LEE STREET AND CREATION OF A REDEVELOPED BUILDING CONTAINING A FULL-SERVICE DINE-IN RESTAURANT AND BAR INCLUDING AN EVENT SPACE

The data for analysis in this section is provided by the City of Des Plaines and 10 Scents, LLC. The information related to historical, current, and future real estate taxes is presented in this report by Strategic Project Management based on Cook County tax records. The future projections are derived by SPM based on historical trends and assumptions.

The "But For" Economic Test & Financial Viability Analysis: Is a Class 7(b) Necessary?

In reviewing and analyzing whether a project can proceed without a Class 7(b) tax incentive, we can undertake various approaches to reach our conclusion. Each project is reviewed based on its own characteristics, needs, and economic conditions. While one proposed project may require a review of the applicant's financial data and pro forma using an Initial Rate of Return analysis, a different project will require looking at a yearly revenue analysis to determine whether the project meets the required net profits.

The structural, functional, and spatial blight documented at 678 Lee Street creates an immediate and severe financial hurdle for commercial activation. While the preceding physical findings establish the legal eligibility of the property for remediation, the following analysis details the precise economic mechanism required to cure these blighted conditions. By isolating the tenant's private investment from the city's underlying structural infrastructure outlays, this section demonstrates how the Cook County Class 7(b) classification serves as the mandatory financial bridge required to convert a long-term civic liability into an operationally viable commercial enterprise.

Projected Redevelopment Costs

Table 1 summarizes the minimum projected costs of the Redevelopment.

Table 1 Projected Project Total Redevelopment Costs

		Projected Total Cost
Hard Construction Costs		$5,000,000
Including repairs and improvements		
Total Costs		**$5,000,000**

Source 10 Scents, LLC

Property Tax Projections

Table 2 summarizes projected taxes for years 1 through 13 with and without a Class 7(b) incentive. Please note year 13 reflects when the incentive terminates. The projections are based on a beginning market value in 2027 (Year One) then increases by 10% every three years or on a triannual basis rather than a yearly increase of 3% to more accurately reflect the method used by the Cook County Assessor.

Table 2 Property Tax Projections with and without Class 7(b) Incentive

Subject Property		678 Lee Street, Des Plaines, IL 60016																
PIN		09-17-418-044-0000																
												Tax Code	22017		2024 Tax Rate	8.881%	
	Current Conditions plus Redevelopment without 7b Incentive						Current Conditions No Improvements Full Vacancy No 7(b)						Current Conditions plus Redevelopment with 7b incentive					
Tax Year	Market Value 1	Assessment Level	Assessed Value	EAV 2	Real Estate Tax 3		Market Value NoImp/Full V 1	Assessment Level	Assessed Value	EAV 2	Real Estate Tax 3		Market Value 1	Assessment Level	Assessed Value	EAV 2	Real Estate Tax 3	Projected 7b Incentive Savings
2027	6,890,000	25.00%	1,722,500	5,228,649	464,356.30		798,326	25.00%	199,582	605,831	53,803.87		6,890,000	10.00%	689,000	2,091,460	185,742.52	278,613.78
2028	6,890,000	25.00%	1,722,500	5,228,649	464,356.30		798,326	25.00%	199,582	605,831	53,803.87		6,890,000	10.00%	689,000	2,091,460	185,742.52	278,613.78
2029	6,890,000	25.00%	1,722,500	5,228,649	464,356.30		798,326	25.00%	199,582	605,831	53,803.87		6,890,000	10.00%	689,000	2,091,460	185,742.52	278,613.78
2030	7,579,000	25.00%	1,894,750	5,751,514	510,791.93		878,159	25.00%	219,540	666,414	59,184.20		7,579,000	10.00%	757,900	2,300,605	204,316.77	306,475.16
2031	7,579,000	25.00%	1,894,750	5,751,514	510,791.93		878,159	25.00%	219,540	666,414	59,184.20		7,579,000	10.00%	757,900	2,300,605	204,316.77	306,475.16
2032	7,579,000	25.00%	1,894,750	5,751,514	510,791.93		878,159	25.00%	219,540	666,414	59,184.20		7,579,000	10.00%	757,900	2,300,605	204,316.77	306,475.16
2033	8,336,900	25.00%	2,084,225	6,326,665	561,871.12		965,975	25.00%	242,494	736,091	65,372.20		8,336,900	10.00%	833,690	2,530,666	224,748.45	337,122.67
2034	8,336,900	25.00%	2,084,225	6,326,665	561,871.12		965,975	25.00%	242,494	736,091	65,372.20		8,336,900	10.00%	833,690	2,530,666	224,748.45	337,122.67
2035	8,336,900	25.00%	2,084,225	6,326,665	561,871.12		965,975	25.00%	242,494	736,091	65,372.20		8,336,900	10.00%	833,690	2,530,666	224,748.45	337,122.67
2036	9,170,590	25.00%	2,292,648	6,959,331	618,058.23		1,062,573	25.00%	265,643	806,359	71,612.77		9,170,590	10.00%	917,059	2,783,733	247,223.29	370,834.94
2037	9,170,590	25.00%	2,292,648	6,959,331	618,058.23		1,062,573	25.00%	265,643	806,359	71,612.77		9,170,590	15.00%	1,375,589	4,175,599	370,834.94	247,223.29
2038	9,170,590	25.00%	2,292,648	6,959,331	618,058.23		1,062,573	25.00%	265,643	806,359	71,612.77		9,170,590	20.00%	1,834,118	5,567,465	494,446.58	123,611.65
2039		25.00%						25.00%						25.00%				
Total					6,465,232.70						749,919.11						2,956,928.02	
																		3,508,304.68
1 Market Value Increased by 10% every Tiennial																		
2 Equalized Assessed Value based on 2024 Equlizaion Factor 3.0355																		
3 Real Estate Tax based on 2024 Local Tax Rate 8.881																		

Sources Cook County Assessor, Cook County Clerk, SPM

We utilized a real estate tax based on the 2024 composite tax rate of 8.881 percent and the 2024 Cook County equalization multiplier 3.0355. For the illustrative purposes of this report, we assume eligibility for a Class 7(b) incentive is available and the redevelopment is completed in 2027. The projected tax for the property with a Class 7(b) will be $185,743 in 2027 and $464,356 without a Class 7(b) or a difference of approximately $278,614. In the table above, the 2037 (Year 11) Assessment Level increases to 15 percent, resulting in a difference of $247,223. In 2038 (Year 12), the Assessment Level increases to 20 percent, resulting in a difference of $123,612. In 2036 (Year 13), taxes return to the full 25 percent.

Table 2 also uses estimated taxes to demonstrate the additional property tax revenue that would be generated by allowing the Applicant to modernize and improve the parcel with a 7(b) incentive. As the projections illustrate, providing the incentive will generate $2,956,928 over the life of the incentive (2027-2038). If the property remains in disrepair and unimproved inside and fully vacant, which is a strong possibility given the 6 years of vacancy and without the incentive, it could produce $749,919 over the same period. However, a large devaluation of the vacant parcel during those years is unavoidable and will result in an unexpected loss of tax revenue. Even with a 7(b) incentive, the City and other taxing bodies will be assured a benefit of $2,956,928 over the life of the incentive by allowing the redevelopment to go forward, which is $2,207,009 more in revenue than if the property is left vacant.

Core Strategy and Standalone Tenant Capitalization

This project area represents a unique municipal public-private partnership where the City serves as the primary applicant and property landlord. To ensure a transparent economic review, this "But For" analysis explicitly isolates and focuses on the capital commitment and financial threshold of the private commercial occupant, 10 Scents.

While the city maintains underlying ownership of the real estate shell, the property loses its tax-exempt status the moment it is occupied for private commercial use. Under the terms of the approved lease agreement, the tenant bears 100% of the property tax liability through a strict Triple Net (NNN) framework, alongside a variable percentage rent model.

The tenant's direct private capitalization for this project is $5,000,000, which will include funding:

- High-volume commercial kitchen equipment, ventilation integration, and walk-in refrigeration infrastructure.
- Mechanical, electrical, and plumbing (MEP) interior distributions to support food service operations.
- Architectural interior finishes, furniture, fixtures, and equipment (FF&E).

This $5,000,000 private injection satisfies the Cook County Class 7(b) minimum investment threshold of $2,000,000. However, because the tenant faces thin restaurant operating margins, their private capital cannot be safely deployed without property tax stabilization.

The Tenant's Occupancy-to-Sales Metric Squeeze

In standard commercial hospitality underwriting, a healthy financial model requires that total occupancy costs (base percentage rent, NNN property taxes, property insurance, and CAM) do not exceed 6.0% to 10.0% of projected gross sales. Property taxes alone must stay below a ceiling of 2.5% of gross revenues to ensure long-term stability.

The tenant projects annualized gross sales of $10,100,000 for this location. When the projected Cook County real estate tax obligations are evaluated against this revenue baseline, the critical need for the Class 7(b) incentive becomes clear:

Financial Exposure Without Class 7(b) (Standard 25% Assessment)

Without the Class 7(b) classification, the property's estimated Year 1 tax obligation based on its stabilized value is $464,356. Because the tenant is contractually required to pay these taxes under their NNN lease, this single line item instantly consumes 4.64% of the restaurant's top-line gross sales.

Given that full-service restaurant net profits typically average between 3.0% and 9.0%, forcing the operator to forfeit 4.64% of gross sales purely to cover property taxes is financially unfeasible. When combined with base percentage rent and standard building operations, the tenant's total occupancy cost would spike past 12.5% of gross sales, a level that consistently leads to business closure.

Financial Stability With Class 7(b) (Incentive 10% Assessment)

Applying the Class 7(b) mechanism drops the tenant's Year 1 tax obligation to $185,743, which represents a highly sustainable 1.84% of gross sales. This brings the tenant's expenses safely below the 2.5% risk ceiling. It balances their operational model and provides the necessary financial protection to justify risking $5,000,000 in private capital on an old, historically blighted downtown structure.

The Public-Private Domino Effect on Municipal Goals

Because the tenant's financial feasibility is tied directly to the tax incentive, the application meets the "But For" requirement for both the private operator and the City through a direct financial domino effect:

- But For the Class 7(b) incentive, the tenant cannot sign the lease or deploy their $5,000,000 in private capital, as the unsubsidized tax overhead would break the restaurant's cash flow.
- But For the execution of the tenant's lease, the City of Des Plaines cannot achieve its municipal goal of eliminating the prominent downtown blight at 678 Lee Street, which has sat completely vacant since 2019.
- But For an active, operating tenant, the city cannot collect its negotiated percentage rent, cannot activate downtown evening foot traffic, and cannot shift this formerly tax-exempt municipal site into a productive, revenue-generating property for local school districts and taxing bodies.

CONCLUSION

Typically, when determining whether we recommend the need for an incentive we take into consideration the redevelopment program, redevelopment cost projections, revenues and expenses and other financial information discussed above, however, in certain cases such as this one the financial information is not the only determining factor to consider. The intangible benefits for the subject property and surrounding properties must also be heavily considered in reaching a decision along with the additional overall taxes the project will generate.

The analysis presented throughout this report confirms that the adaptive reuse of 678 Lee Street matches every core objective of the Cook County Class 7(b) incentive program. The property represents a clear instance of municipal commercial conservation; it is an architecturally obsolete, near-century-old former bank structure that has generated zero utility, zero employment, and zero tax revenue since its abandonment in 2019.

The economic reality of this public-private partnership dictates that the city's role as a structural landlord is entirely dependent on the tenant's ability to operate a sustainable business. By isolating the tenant's $5,000,000 private capital investment, the financial modeling proves a direct correlation between tax stabilization and project execution:

1. Without the Class 7(b) Incentive: The immediate 4.64% top-line revenue drain from real estate taxes creates an unfeasible occupancy cost structure, forcing the private operator to abandon the lease and leaving the city's downtown revitalization efforts stalled.
2. With the Class 7(b) Incentive: The initial tax burden is stabilized at a viable 1.84% of gross sales, providing the exact economic protection needed to safely deploy $5,000,000 in private commercial capital.

Based on the documented findings of blight and the clear satisfaction of the "But For" economic test, it is recommended that the City of Des Plaines and the Cook County Assessor's Office approve the Class 7(b) Property Tax Incentive for 678 Lee Street. This approval will successfully return a tax-exempt municipal asset to the active Cook County tax rolls, generate dozens of permanent local hospitality jobs, and secure a vibrant, long-term commercial anchor for the downtown Des Plaines transit corridor.

EXHIBIT A

Site Photographs

THE LAW OFFICES OF
LISTON & TSANTILIS
A PROFESSIONAL CORPORATION

200 S. WACKER, SUITE 820 CHICAGO, ILLINOIS 60606
BRIAN P. LISTON (312) 580-1594 PETER TSANTILIS (312) 604-3808 FACSIMILE (312) 580-1592

June 22, 2026

VIA MAIL & EMAIL
City of Des Plaines
ATTN: Suzy Aguilar
1420 Miner Street,
Des Plaines, IL 60016

RE: Class 7b Resolution Request
City of Des Plaines
678 Lee Street,
Des Plaines, Illinois 60016
PIN: 09-17-418-044-0000

Dear Suzy,

The City of Des Plaines (the "Applicant" or the "City") is the owner of the above-referenced property (the "Subject Property") and is requesting:

1. A Resolution from the City of Des Plaines supporting and consenting to a Class 7b Tax Incentive for the Subject Property based on Re-Occupation of Abandoned Property with 12 months or Greater of Continuous Vacancy with a Purchase for Value & Substantial Rehabilitation.

2. A Resolution designating the area as blighted pursuant to Section 74-65(a) in compliance with the County ordinance:

> "The area is or has been within the last 10 years designated by federal, state or local agency as conservation, blighted or renewal area or an area encompassing a rehabilitation or redevelopment plan or project adopted under the Illinois Urban Renewal Consolidation Act of 1961, as amended, or the Commercial Renewal Redevelopment Areas Act of 1967, as amended, or that the area be located in a federal Empowerment Zone or Enterprise Community, as proposed and approved by the Cook County Board of Commissioners on June 22, 1994, or the Commercial District Development Commission Ordinance of the City of Chicago or the designations(s) of like effect adopted under any similar statute or ordinance." [74-65(a)(1)]

Property Characteristics:

The Subject Property was constructed in 1927 and currently consists of a vacant, approximately 18,390 square-foot commercial building located on approximately 8,002 square feet of land. The historic former Des Plaines State Bank is located at the southwest corner of Lee Street and Ellinwood Avenue, immediately next to the Des Plaines Metra station and within the City's core downtown redevelopment area. The site benefits from strong transit access, pedestrian visibility, and proximity to recent downtown residential investment, including the Ellinwood Apartments. However, the site has been vacant and unused since Huntington Bank vacated in 2019.

The City acquired the site at the end of 2024 and has a lease and operations agreement with 10 Scents, LLC (The "Occupant" or "10 Scents") for an eventual three-level dine-in restaurant, including a 3rd floor event space and outdoor seating. The lease and operations agreement include an option to purchase the property after years 10, 15 or 20.

Potential Occupant & Use

The proposed project would restore and reactivate the historic 1927 former bank building as a multi-level dine-in restaurant and event venue. The planned concept, currently operating under the working name "The Dime," would preserve and repurpose the building's distinctive historic character while introducing an active commercial use that supports the continued revitalization of downtown Des Plaines. The ground floor is expected to include a commercial kitchen on the south side of the building and a large bar/dining area on the north side, allowing patrons to take advantage of the building's existing first-floor windows, and views into surrounding downtown. The second-floor mezzanine is planned for lounge seating and private dining, while the third floor would be dedicated to private events. The project is also expected to include outdoor seating, further activating the Lee Street frontage and contributing to a more vibrant pedestrian environment.

The proposed tenant group brings substantial operating experience to the project. The four partners in the 10 Scents, LLC operate several successful business enterprises, including comparable restaurant concepts such as Foxtail on the Lake at Lake Opeka in Des Plaines and Foxtail Glen View House in Glenview. Based on that experience, the project is expected to create a significant new destination restaurant in downtown Des Plaines, generate meaningful local sales tax and food-and-beverage tax revenue, and supporting a number of new jobs. By returning a vacant historic bank building to productive use, the project would preserve an important downtown asset while introducing a higher-intensity hospitality use that supports evening and weekend activity, private events, and broader downtown economic development.

Employment, Improvements & Economic Analysis

The Applicant is still in the process of gathering bids and estimates but plans to spend over **$5,000,000** in hard costs to build-out the space for the new proposed uses. After improvements and subsequent re-occupation, the Subject Property is projected to have a market

value of approximately **$6,890,000+**, which would generate an estimated $2,507,524+ in total taxes over the life of the Class 7b Tax Incentive (or **approx. $185,743+ per year**). Without the incentive and at full vacancy, the property would generate a total of $645,645 over 12 years (or approx. $53,804 per year). Additionally, without a lease and development, the site has the potential to be completely exempt from taxation. Therefore, should the Class 7b be approved, the Subject Property would generate an additional approximately **$2,231,059** in real estate taxes over the life of the Class 7b Tax Incentive. Please see the attached "12 Year Tax Comparison Chart."

In addition to increased property tax revenues, the Occupant's presence will significantly benefit the local community. The Occupant expects to hire approximately **110 full time** employees and **40 part-time employees**. Build-out of the new space is also expected to create over 400 individual construction related jobs, which according to the City is the equivalent of 92 full-time positions for the duration of the project.

The City expects each of the Occupant's new employees will frequent local restaurants, gas stations, stores and more. According to the attached employee economic impact chart, an estimated 110 full-time employees & 40 part-time employees are expected to spend over **$600,000 per year** on gas, entertainment, groceries, etc. in the City.

Employee Business Impact Chart - Full Time					
Purchase	**Emp.**	**%**	**Exp./Week**	**Weeks**	**Total**
Lunch	110	55%	$55	50	$166,375
Grocery	110	30%	$50	50	$82,500
Consumer Goods	110	25%	$35	50	$48,125
Entertainment	110	15%	$55	50	$45,375
Auto-Gas	110	75%	$30	50	$123,750
TOTAL (Per Year)					**$466,125**
TOTAL (12 Year Term)					**$5,593,500**

Employee Business Impact Chart - Part Time					
Purchase	**Emp.**	**%**	**Exp./Week**	**Weeks**	**Total**
Lunch	40	55%	$55	50	$60,500
Grocery	40	30%	$50	50	$30,000
Consumer Goods	40	25%	$35	50	$17,500
Entertainment	40	15%	$55	50	$16,500
Auto-Gas	40	75%	$30	50	$45,000
TOTAL (Per Year)					**$169,500**
TOTAL (12 Year Term)					**$2,034,000**

GRAND TOTAL (Per Year)					**$635,625**
GRAND TOTAL (12 Year Term)					**$7,627,500**

Further, upon stabilization 10 Scents expects to have around **$9,000,000** in sales annually, which should result in **~$180,000** local sales tax revenue and **~$90,000** in food and beverage tax, per year.

"But-For" Condition Statement

The Applicant's proposed project is a substantial investment into the City's economy, and without the assistance of a Class 7b Tax Incentive, both the Applicant & Occupant have

determined that it will be unable to the project as proposed which ultimately may result in the continued vacancy and tax-exempt status of the site. The incentive will allow the both the City and 10 Scents to renovate a historic, but long vacant building into a successful, unique experience for the downtown Des Plaines, while also increasing property tax potential, sales & food/beverage tax potential as well as employment in the area.

Conclusion

Based on the foregoing, the Applicant requests that the City of Des Plaines review its Class 7b Tax Incentive request and approve a Resolution supporting and consenting to a Class 7b Tax Incentive for the Subject Property based on Re-Occupation of Abandoned Property with 12 months or Greater of Continuous Vacancy with a Purchase for Value & Substantial Rehabilitation as well as a separate resolution designating the Subject Property as 'blighted'. Should you need any additional documentation or have any questions or concerns, do not hesitate to contact me at (312) 604-3898 or via email at Mrogers@ltlawchicago.com

Respectfully Submitted,

Mark Rogers

Mark Rogers

COOK COUNTY ASSESSOR
FRITZ KAEGI

COOK COUNTY ASSESSOR'S OFFICE
118 NORTH CLARK STREET, CHICAGO, IL 60602
PHONE: 312.443.7550 FAX: 312.603.3616
WWW.COOKCOUNTYASSESSOR.COM

CLASS 7B
ELIGIBILITY APPLICATION

CONTROL NUMBER

Carefully review the Class 7b Eligibility Bulletin before completing this Application. For assistance, please contact the Assessor's Office, Development Incentives Department (312) 603-7529. This application, *a filing fee of $1,000.00*, and supporting documentation must be filed as follows:
This application must be filed PRIOR TO the commencement of New Construction or the commencement of Substantial Rehabilitation Activities or PRIOR TO the Reoccupation of Vacant/Abandoned Property.

Applicant Information

Name: City of Des Plaines

Company: N/A Telephone: (847) 391-5317

Address: 1420 Miner Street

City: Des Plaines State: IL Zip Code: 60016

Email Address: dwisniewski@desplainesil.gov

Contact Person (if different than the Applicant)

Name: Dorothy Wisniewski

Company: N/A Telephone: (847) 391-5317

Address: 1420 Miner Street

City: Des Plaines State: IL Zip Code: 60016

Email Address: dwisniewski@desplainesil.gov

Property Description (per PIN)

If you are applying for more than three different PINs, please submit the additional PIN information in an attachment.

Street address: (1) 678 Lee Street

Permanent Real Estate Index Number: 09-17-418-044-0000

(2) _____

Permanent Real Estate Index Number: _____

(3) _____

Permanent Real Estate Index Number: _____

City: Des Plaines State: IL Zip Code: 60016

Township: Maine Existing Class: 5-28

Identification of Persons Having an Interest in the Property

Attach a complete list of all owners, developers, occupants and other interested parties (including all beneficial owners of a land trust) identified by names and addresses, and the nature and extent of their interest.

Property Use

General Description of Proposed Property Usage Restaurant

Attach a detail description of the precise nature and extent of the intended use of the subject property, specifying in the case of the multiple uses the relative percentages of each use.

Attach legal description, site dimensions and square footage and building dimensions and square footage.

Include copies of materials, which explain the occupant's business, including corporate letterhead, brochures, advertising material, leases, photographs, etc.

Employment Opportunities

How many construction jobs will be created as a result of this development? Approx. 400

How many permanent full-time and part-time employees do you now employ in Cook County?
Full-time: N/A Part-time: N/A

How many new permanent full-time jobs will be created by this proposed development? Approx. 110

How many new permanent part-time jobs will be created by this proposed development? Approx. 40

Nature of Development

Indicate nature of the proposed development by checking the appropriate space:

[ ] New Construction (Read and Complete Section A below)

[X] Substantial Rehabilitation (Read and complete Section A below)

[X] Occupation of Abandoned Property – No Special Circumstances (Read and complete Section B)

[ ] Occupation of Abandoned Property – With Special Circumstances (Read and complete Section C)

SECTION A (NEW CONSTRUCTION/SUBSTANTIAL REHABILITATION)

If the proposed development consists of *New Construction* or *Substantial Rehabilitation*, provide the following information:

Estimated date of construction commencement (excluding demolition if any): Approx. September 2026

Estimated date of construction completion: Approx. September 2027

Total redevelopment cost, excluding land: $ 9,000,000+

Attach copies of the following:

1. Specific description of the proposed *New Construction* or *Substantial Rehabilitation*
2. Current Plat of Survey for subject property
3. 1st floor plan or schematic drawings
4. Building permits, wrecking permits and occupancy permits *(including date of issuance)*
5. Complete description of the cost and extent of the *Substantial Rehabilitation* or *New Construction (including such items as contracts, itemized statements of all direct and indirect costs, contractor's affidavits, etc)*

SECTION B (ABANDONED PROPERTY WITH NO SPECIAL CIRCUMSTANCE)

If the proposed development consists of the reoccupation of abandoned property, purchased for value, complete (1) and (2) below:

1. Was the subject property vacant and unused for at least 12 continuous months prior to the purchase for value?

   [X] YES [ ] NO

   When and by whom was the subject property last occupied prior to the purchase for value?

   Huntington Bank vacated the site in January 2019, leaving the facility 100% vacant and unused.

   Offline Gaming 1 LLC purchased the property in January 2020, but plans never developed and the site remained vacant.

   Attach copies of the following documents:

   (a) Sworn statements from person having personal knowledge attesting to the fact and the duration of vacancy and abandonment

   (b) Information *(such as statements of utility companies)* which demonstrate that the property was vacant and unused and indicate duration of such vacancy

2. Application must be made to the Assessor prior to occupation:

Estimated date of reoccupation:	Fall 2027
Date of Purchase:	December 12, 2024
Name of purchaser:	City of Des Plaines
Name of seller:	Offline Gaming 1 LLC
Relationship of purchaser to seller:	None

   Attach copies of the following documents:

   (a) Sale Contract
   (b) Closing Statement
   (c) Recorded Deed
   (d) Assignment of Beneficial Interest
   (e) Real Estate Transfer Declaration

SECTION C (SPECIAL CIRCUMSTANCES)

If the applicant is seeking special circumstances to establish that the property was abandoned for purposes of the Incentive where there was a **purchase for value**, but the period of ***abandonment prior to purchase was less than 12 months***, complete section (1).

If the applicant is seeking special circumstances to establish that the property was abandoned for purposes of the Incentive where there was **no purchase for value**, but the period of **abandonment prior to the application 12 continuous months or greater**, complete section (2).

SECTION 1 - Property Purchase (less than 12 months vacant)

How long was the period of abandonment prior to the purchase for value? _____

When and by whom was the subject property last occupied prior to the purchase for value?

_____

_____

Attach copies of the following documents:

(a) Sworn statements from persons having personal knowledge attesting to the fact and the duration of the vacancy and abandonment

(b) Information *(such as statements of utility companies)* which demonstrate that the property was vacant and unused and indicate duration of vacancy

(c) Include the finding of special circumstances supporting "abandonment" as determined by the municipality, or the County Board, if located in an unincorporated area. *Also include the ordinance or resolution from the Board of Commissioners of Cook County stating its approval for less than 12-month abandonment period* (for additional information contact the Cook County Bureau of Economic Development – 312-603-1000).

Application must be made to the Assessor prior to the commencement of reoccupation of the abandoned property.

Estimated date of Reoccupation: _____
Date of purchase: _____
Name of purchaser: _____
Name of seller: _____
Relationship of purchaser to seller: _____

Attach copies of the following documents:

(a) Sale Contract
(b) Closing Statement
(c) Recorded Deed
(d) Assignment of Beneficial Interest
(e) Real Estate Transfer Declaration

SECTION 2 – No Purchase (more than 12 months vacant)

How long has the subject property been unused?

[ ] 12 or greater continuous months *(Eligible for Special Circumstance)*

[ ] Less than 12 continuous months *(Not Eligible for Special Circumstance)*

When and by whom was the subject property last occupied prior to the filing of this application?

_____

_____

Attach copies of the following documents:

(a) Sworn statements from persons having personal knowledge attesting to the fact and the duration of the vacancy and abandonment

(b) Information *(such as statements of utility companies)* which demonstrate that the property was vacant and unused and indicate duration of vacancy

(c) Include the finding of special circumstances supporting "abandonment" as determined by the municipality, or the County Board, if located in an unincorporated area. Also, include the ordinance or resolution from the Board of Commissioners of Cook County stating its approval for lack of a purchase for value (for additional information contact the Cook County Bureau of Economic Development – 312-603-1000).

Application must be made to Assessor prior to the commencement of reoccupation of the abandoned property.

Estimated date of reoccupation: _____

Local Approval

A certified copy of a resolution or ordinance from the municipality in which the real estate is located (or the County Board, if the real estate is located in an unincorporated area) should accompany this Application. The ordinance or resolution must expressly state that the municipality supports and consents to this Class 7b Application and that it finds Class 7b necessary for development to occur on the subject property. This resolution must expressly state that the five eligibility factors, which must be present to demonstrate that the area is "in need of commercial development", are satisfied.

In addition, a copy of the application must be submitted to the Cook County Bureau of Economic Development (BED) for their approval (for additional information contact BED at 312-603-1000.

Finalizing The Incentive Process

In order to finalize the class change you will need to file an **Incentive Appeal** with supporting documentation (including **Proof of Occupancy**) in the year that the property has been substantially occupied. It is advised that you access our website *(www.cookcountyassessor.com)* to determine the allowable filing dates for such action.

The property cannot receive Class 7B designation until you file an Incentive Appeal, AND this office grants reclassification for the parcel(s).

I, the undersigned, certify that I have read this Application and that the statements set forth in this Application and in the attachments hereto are true and correct, except as those matters stated to be on information and belief and as to such matters the undersigned certifies the same to be true.

Signature

06/17/2026
Date

Dorothy Wisniewski
Print Name

City Manager
Title

**Note: If title to the property is held in trust or by a corporation or a partnership, this Class 7b Eligibility Application must be signed by the beneficiary, officer and/or general partner.*

Revised 12/30/2025

Community & Economic Development
1420 Miner Street, Des Plaines, IL 60016
P: 847.391.5380 | W: desplaines.org

PROCEDURES AND APPLICATION FOR CITY OF DES PLAINES CONSIDERATION OF COOK COUNTY REAL ESTATE CLASSIFICATION 6B, 7A AND 7B

Procedures for City of Des Plaines Review of Cook County Property Tax Abatement Incentive

1. Please review the latest Cook County Assessor's Office "Class 6b Eligibility Bulletin" before completing the City of Des Plaines' application. The Eligibility Bulletin can be found by visiting: http://cookcountyassessor.com and will help you determine if you qualify for the abatement incentive.

2. A completed copy of the Cook County Assessor's Office "Class 6b Application" or "Class 7a application" or "Class 7b application" and attached "City of Des Plaines Application for Cook County Real Estate Classification 6b, 7a, or 7b" with supporting documents must be submitted to:

   City of Des Plaines
   Community and Economic Development Department (CED)
   1420 Miner Street
   Des Plaines IL 60016-4498

   Note: You should contact the Cook County Assessor's office at (312) 443-7550 for any other information they may require for the incentive.

3. A $750 non-refundable application fee must be submitted with the application. This fee covers the City's administrative costs. Additional fees may be required if an extraordinary independent analysis of your application is required.

4. The CED Department will review the proposed applicant for any outstanding interoffice issues before reviewing the request. If none are found, and all necessary information has been submitted, an evaluation of your request will be reviewed, prepared and submitted to City Council.

5. The taxing jurisdictions that may be financially affected by the incentive are alerted via written correspondence when scheduled for City Council.

6. At the City Council meeting in which the application will be considered, you must be prepared to make a brief presentation and answer any questions that may arise.

7. If the City Council approves your application, a certified copy of the resolution accompanying the application is forwarded to you. You will need to forward that certified copy to the Cook County Assessor's office.

8. The application should be used as a guide for providing adequate information to the City regarding your request. If supplemental information is required, the City will contact you, should City Staff deem it necessary.

CITY OF DES PLAINES APPLICATION REQUIREMENTS

Applications for a Cook County Real Estate Classification 6A, 6B, 7A, 7B, 7C and Class C accepted after December 7, 2018 shall acknowledge and meet the following minimum criteria set by the City of Des Plaines:

The applicant or his/her authorized designee shall initial and acknowledge the following statements:

INITIALS	APPLICATION SUBMITTAL REQUIREMENTS
MR ____	Detailed financial information for the project will be included with this application. The project financials will include a pro forma showing the financial gap to warrant a property tax incentive.
MR ____	Detailed cost estimates from reputable contractors outlining all proposed improvements will be provided with this application.
MR ____	I acknowledge that the permanent building improvements identified in this application have been fully considered and will be met within a +/- 10% variance.
MR ____	Floor diagram/floor plans will be provided showing the renovations of existing building(s) with the proposed improvements (if applicable).
MR ____	Detailed property tax scenario projections while showing the work on these calculations with the corresponding excel spreadsheet to help verify the tax projections.
MR ____	I acknowledge that the property associated with the requested property tax incentive is not located within an active TIF district.
MR ____	I acknowledge that the project associated with this application will meet and/or exceed the specific City of Des Plaines criteria identified below:

<u>Additional City of Des Plaines Class 6b Eligibility Criteria</u>

- At least $10/SF of permanent improvements to the building should be invested into the subject building (this value should be reflected in the subsequent building permit valuation);
- For the reoccupation of vacant building(s), the prospective user should add at least 30 new full-time employees within two years of opening the proposed location;
- Redevelopment projects should be over two acres in size and the new user should create at least 50 new permanent full-time jobs within two years of opening operations; and
- If the 6b is initiated by a building expansion, then the addition of a property should be at least 25% more floor area than the current floor area of the subject building and comply with all applicable codes.

<u>Additional City of Des Plaines Class 7b Eligibility Criteria</u>

- Minimum dollar amount of permanent improvements to the subject building(s) and property is $10 million (Cook County's minimum dollar amount for a 7b is $2 million);
- Minimum number of employees to either retain or attract with a 7b is 150 full-time workers within two years of obtaining a 7b; and
- At least $10/SF of permanent improvements to the building should be invested into the subject building (this should be reflected in the building permit value).

Additional City of Des Plaines Class 7c Eligibility Criteria

- Minimum dollar amount of permanent improvements to the space or building is $10/SF (this should be reflected in the building permit valuation);
- Subject space or vacant, freestanding building shall be on its own PIN (this is to ensure that entire shopping centers or occupied portions of shopping centers do not benefit from a 7c);
- Minimum size of commercial retail space to consider is 5,000 square feet;
- Retail user must generate an anticipated $50,000 in new sales tax revenue (this can include food and beverage tax) for the City per year within the first three years of opening; and
- Obtaining the 7c will make the subject space(s) or free-standing building ineligible for Des Plaines' Business Assistance Program.

Additional Criteria for All Eligible Renewals

- Physical expansion of the subject building of at least 25% of the existing floor plate **or**
- Additional permanent improvements resulting in $10/SF be conducted to the building or property within two years of granting an extension (this should be reflected in the building permit value) and
- Adding at least 33% more full-time employees than the staffing level at time of the application renewal (within a two-year period).

Maintenance of All Cook County Property Tax Incentives

- At least 67% of the company's anticipated workforce shall be maintained for the life of the property tax incentive and
- If the user is a sales tax generator, then the sales tax generating portion of the subject business shall take place out of the subject property for the life of the incentive.

Waiver from additional Criteria

If the applicant cannot meet the applicable additional criteria listed above, then the applicant shall apply for a waiver with this subject application. The applicant shall respond to the three following standards for the City Council to consider:

1) There are physical constraints to the subject property that prohibit the applicant/subject occupant to reasonably accommodate the additional criteria in the submitted cover letter;

2) An alternative effort will be made to improve the subject property, employment opportunities and other community benefit; and

3) The additional criteria for employment cannot be accommodated at the time of application, but an update on employment figures shall be provided within six months of completing all permitted construction activities.

CITY OF DES PLAINES APPLICATION FOR COOK COUNTY REAL ESTATE CLASSIFICATION 6B, 7A, AND 7B

This original, signed application and all supporting documents must be completed to be considered for City approval. Please attach the application fee to the original submittal. Please type or print.

APPLICANT INFORMATION:

NAME OF APPLICANT: City of Des Plaines

APPLICABLE ENTITY:

Corporation ☐ LLC ☐ Partnership ☐ Non-Profit ☐

DATE OF INCORPORATION: April 6, 1925

STATE OF INCORPORATION: Illinois

PHONE: 847-391-5317 E-MAIL: dwisniewski@desplainesil.gov

ADDRESS: 1420 Miner Street
Des Plaines, Illinois 60016

NAME OF AGENT/REPRESENTATIVE (if applicable):

NAME: Dorothy Wisniewski

PHONE: 847-391-5317 E-MAIL: dwisniewski@desplainesil.gov

ADDRESS: 1420 Miner Street
Des Plaines, Illinois 60016

REQUESTED PROPERTY TAX INCENTIVE: 6B ☐ 7A ☐ 7B ■

DESCRIPTION OF SUBJECT PROPERTY:

See enclosed

STREET ADRESS: 678 Lee Street

Des Plaines, Illinois 60016

PERMANENT REAL ESTATE INDEX NUMBER(S): 09-17-418-044-0000

ATTACH THE FOLLOWING:

- ☒ EXHIBIT A: COVER LETTER
- ☒ EXHIBIT B: LEGAL DESCRIPTION
- ☒ EXHIBIT C: SITE DIMENSION & SQUARE FOOTAGE/PLAT OF SURVEY
- ☒ EXHIBIT D: BUILDING DIMENSIONS/SITE PLAN
- ☒ EXHIBIT E: CITY OF DES PLAINES ECONOMIC DISCLOSURE FORM
- ☒ EXHIBIT F: COMPLETE LIST OF ALL OWNERS, DEVELOPERS, OCCUPANTS, AND OTHER INTERESTED PARTIES (INCLUDING ALL BENEFICIAL OWNER OF A CORPORATION AND/OR LAND TRUST) IDENTIFIED BY NAMES AND ADDRESSES HAVING AN INTEREST IN THE SUBJECT PROPERTY AND THE PROPOSED USER AND THE NATURE AND EXTENT OF THIS INTEREST
- ☒ EXHIBIT G: DESCRIPTION OF PRECISE NATURE AND EXTENT OF THE INDUSTRIAL USE OF THE SUBJECT PROPERTY. SPECIFY, WHERE APPLICABLE, THE AMOUNT/PERCENTAGE OF FLOOR AREA DEVOTED TO MANUFACTURING, WAREHOUSE/DISTRIBUTION, OTHER INDUSTRIAL, AND NON-INDUSTRIAL USES
- ☒ EXHIBIT H: ANALYSIS OF TAXES GENERATED BY THE NEW DEVELOPMENT WITH AND WITHOUT THE ABATEMENT INCENTIVE (12 YEAR PROJECTION)

CURRENT ZONING OF PROPERTY: C-5

IF ZONING AMENDMENTS, VARIATIONS, OR OTHER ZONING RELIEF WILL BE REQUIRED, SPECIFY PROPOSED CHANGES:

No relief sought

ESTIMATED AMOUNT OF NEW EQUALIZED ASSESSED VALUATION (EAV) GENERATED BY THE NEW DEVELOPMENT: Approx. $1,485,629 Per Year

ESTIMATED NUMBER OF FULL-TIME AND PART-TIME JOBS ON PREMISES AS RESULT OF THE NEW DEVELOPMENT:

FULL-TIME ~110 PART-TIME ~40

SIGNATURE: Dorothy Wisniewski Digitally signed by Dorothy Wisniewski Date: 2026.06.18 08:58:25 -05'00'

DATE: 6/17/2026

Identification of Persons Having an Interest in the Property
678 Lee Street,
Des Plaines, Illinois 60016
PIN: 09-17-418-044-0000

Applicant:

- The City of Des Plaines

Occupant:

- 10 Scents, LLC (the "Occupant" or "10 Scents")

The City acquired the site at the end of 2024 and has a lease and operations agreement with 10 Scents, LLC (The "Occupant" or "10 Scents") for an eventual three-level dine-in restaurant, including a 3rd floor event space and outdoor seating. The proposed tenant group brings substantial operating experience to the project. The four partners in the 10 Scents, LLC operate several successful business enterprises, including comparable restaurant concepts such as Foxtail on the Lake at Lake Opeka in Des Plaines and Foxtail Glen View House in Glenview. Based on that experience, the project is expected to create a significant new destination restaurant in downtown Des Plaines, generate meaningful local sales tax and food-and-beverage tax revenue, and supporting a number of new jobs.

EDS AFFIDAVIT

I, Dorothy Wisniewski as agent for the City of Des Plaines (the "Applicant") does hereby certify that it would attest to the following facts as required by Sections 74-46 and 74-62 through 74-73 of the Cook County Code if called to testify:

1. That I am a duly authorized agent for the Applicant, who is the owner of the property located at 678 Lee Street, Des Plaines, Illinois 60016 (PIN:09-17-418-044-0000) (the "Subject Property").

2. The Applicant holds title to the following property in Cook County:

   See enclosed.

3. Applicant's ownership is as follows:

   N/A

   See enclosed incorporation documents.

4. To my knowledge and after reviewing the Applicant's records, Applicant is not delinquent in the payment of any property taxes administered by Cook County or by a local municipality.

Further Affiant Sayeth Not

Date: 6-18-2026

Subscribed and sworn before me
This 18 day of June, 2026

Signature of Notary Public

Official Seal
MARIALINDA CONTRERAS
Notary Public, State of Illinois
Commission No. 960570
My Commission Expires October 17, 2026

City of Des Plaines
Exempt Properties List
as of April 13, 2026

PIN	Address	Use	Notes
08-13-102-018-8001	Golf Road & Elmhurst Road Market Place Shopping Center	Water Tower	
08-13-202-008-0000	Josephine Court Sakowicz Subdivision	Storm Drainage Detention Pond	
08-13-214-019-0000	225 Brentwood Dr	Easement	7/2/2025
08-24-102-028-0000	769 Holiday Lane	Food Pantry	
08-25-200-006-0000	195 W. Oakton	Retention Basin Well #7	
08-25-201-002-0000	195 W. Oakton	Retention Basin Well #7	
09-07-225-004-0000	748 Yorkshire Ln	R.O.W.	
09-07-226-022-0000	700 Central Rd	Vacant land	
09-07-417-052-0000	Alley between Northwest Highway and Golf/Wolf Road	Alley	
09-08-100-006-0000	877 Central Rd	Water Pumping Station	
09-08-104-036-0000	Central Road Right-of-way	R.O.W.	
09-08-104-037-0000	585 Concord Ln	R.O.W.	
09-16-100-009-0000	1710 Woodland Ave	FEMA Buyout	
09-16-100-014-0000	1710 Woodland Ave	FEMA Buyout	
09-16-100-073-0000	1710 Woodland Ave	FEMA Buyout	New PIN for 1710 Woodland Ave, PIN 09-16-100-016 is 09-16-100-073. This is a new PIN created by a Subdivision that was worked in 2020 and assigned at the beginning of 2021. This property was granted exemption by legal description and a Continued Ownership and Use Affidavit was submitted to the Cook County Assessor's Office in order to transfer the existing exemption to the newly created PIN. We will follow up with the Assessor's Office to find out the status of this affidavit.
09-16-103-002-0000	269 River Rd	Waldo's	Closed 9/08/2023
09-16-103-003-0000	281 River Rd	Qulaity Beauty	Order Entered 4/20/2026
09-16-103-004-0000	299 River Rd	H2O & Liquor Store	Order Entered 4/20/2026
09-16-105-018-0000	312 Hawthorne Lane	FEMA Buyout	
09-16-105-019-0000	320 Hawthorne Lane	FEMA Buyout	
09-16-105-020-0000	322 Hawthorne Lane	FEMA Buyout	
09-16-105-021-0000	340 Hawthorne Lane	FEMA Buyout	
09-16-105-022-0000	348 Hawthorne Lane	FEMA Buyout	
09-16-105-023-0000	360 Hawthorne Lane	FEMA Buyout	
09-16-105-024-0000	368 Hawthorne Lane	FEMA Buyout	

City of Des Plaines
Exempt Properties List
as of April 13, 2026

PIN	Address	Use	Notes
09-16-105-025-0000	376 Hawthorne Lane	FEMA Buyout	
09-16-105-026-0000	384 Hawthorne Lane	FEMA Buyout	
09-16-105-027-0000	388 Hawthorne Lane	FEMA Buyout	
09-16-106-006-0000	1744 Sherwood Road	FEMA Buyout	
09-16-106-009-0000	1780 Sherwood Road	FEMA Buyout	
09-16-106-010-0000	1788 Sherwood Road	FEMA Buyout	
09-16-106-011-0000	1818 Sherwood Road	FEMA Buyout	
09-16-106-012-0000	1801 Sherwood Road	FEMA Buyout	
09-16-106-014-0000	317 Hawthorne Lane	FEMA Buyout	
09-16-106-015-0000	1757 Sherwood Road	FEMA Buyout	
09-16-106-019-0000	1797 Sherwood Road	FEMA Buyout	
09-16-106-026-0000	1744 Junior Terrace	FEMA Buyout	
09-16-106-027-0000	1748 Junior Terrace	FEMA Buyout	
09-16-106-028-0000	1752 Junior Terrace	FEMA Buyout	Closed 9/29/2023
09-16-106-031-0000	1776 Sherwood Road	FEMA Buyout	
09-16-106-032-0000	1771 Sherwood Road	FEMA Buyout	
09-16-106-034-0000	1744 Junior Terrace	FEMA Buyout	
09-16-106-035-0000	329 Hawthorne Lane	FEMA Buyout	Recorded 7/12/21
09-16-106-037-0000	329 Hawthorne Lane	FEMA Buyout	Recorded 7/12/21
09-16-106-040-0000	1778 Hawthorne Terrace	FEMA Buyout	
09-16-106-041-0000	1748 Hawthorne Terrace	FEMA Buyout	
09-16-106-042-0000	1738 Hawthorne Terrace	FEMA Buyout	
09-16-106-043-0000	1728 Hawthorne Terrace	FEMA Buyout	
09-16-106-044-0000	1718 Hawthorne Terrace	FEMA Buyout	
09-16-106-045-0000	1700 Hawthorne Terrace	FEMA Buyout	Recorded 10/19/2022
09-16-106-046-0000	1718 Hawthorne Terrace	FEMA Buyout	
09-16-106-047-0000	1728 Hawthorne Terrace	FEMA Buyout	
09-16-106-048-0000	1738 Hawthorne Terrace	FEMA Buyout	
09-16-106-049-0000	1748 Hawthorne Terrace	FEMA Buyout	
09-16-106-052-0000	1912 Big Bend Drive	FEMA Buyout	

City of Des Plaines
Exempt Properties List
as of April 13, 2026

PIN	Address	Use	Notes
09-16-106-053-0000	1920 Big Bend Drive	FEMA Buyout	
09-16-106-054-0000	1932 Big Bend Drive	FEMA Buyout	
09-16-106-055-0000	1942 Big Bend Drive	FEMA Buyout	
09-16-106-056-0000	1948 Big Bend Drive	FEMA Buyout	
09-16-106-058-0000	1958 Big Bend Drive	FEMA Buyout	
09-16-106-059-0000	1964 Big Bend Drive	FEMA Buyout	
09-16-106-060-0000	1968 Big Bend Drive	FEMA Buyout	
09-16-106-061-0000	1972 Big Bend Drive	FEMA Buyout	
09-16-106-062-0000	1984 Big Bend Drive	FEMA Buyout	
09-16-106-063-0000	1959 Big Bend Drive	FEMA Buyout	
09-16-106-064-0000	1955 Big Bend Drive	FEMA Buyout	
09-16-106-065-0000	1949 Big Bend Drive	FEMA Buyout	
09-16-106-066-0000	1943 Big Bend Drive	FEMA Buyout	Recorded 2/9/21
09-16-106-067-0000	1935 Big Bend Drive	FEMA Buyout	Recorded 5/3/21
09-16-106-068-0000	1931 Big Bend Drive	FEMA Buyout	
09-16-106-069-0000	1923 Big Bend Drive	FEMA Buyout	
09-16-106-070-0000	1917 Big Bend Drive	FEMA Buyout	
09-16-106-071-0000	1911 Big Bend Drive	FEMA Buyout	
09-16-106-072-0000	1905 Big Bend Drive	FEMA Buyout	
09-16-106-073-0000	1899 Big Bend Drive	FEMA Buyout	
09-16-106-074-0000	1895 Big Bend Drive	FEMA Buyout	
09-16-106-075-0000	1889 Big Bend Drive	FEMA Buyout	
09-16-106-077-0000	South side of Big Bend Drive	Lift Station	
09-16-106-079-0000	1884 Big Bend Drive	FEMA Buyout	
09-16-106-084-0000	1876 Big Bend Drive	FEMA Buyout	Recorded 6/7/21
09-16-106-086-0000	1866 Big Bend Drive	FEMA Buyout	
09-16-106-087-0000	1860 Big Bend Drive	FEMA Buyout	
09-16-106-088-0000	275 Hawthorne Lane	FEMA Buyout	
09-16-106-089-0000	1732 Junior Terrace	FEMA Buyout	
09-16-107-002-0000	385 Hawthorne Lane	FEMA Buyout	

City of Des Plaines
Exempt Properties List
as of April 13, 2026

PIN	Address	Use	Notes
09-16-107-003-0000	1729 Junior Terrace	FEMA Buyout	
09-16-107-014-0000	1794 Rand Road	FEMA Buyout	
09-16-107-015-0000	1796 Rand Road	FEMA Buyout	
09-16-107-016-0000	1796 Rand Road	FEMA Buyout	
09-16-200-008-0000	1984 Big Bend Drive	FEMA Buyout	
09-16-200-009-0000	1990 Big Bend Drive	FEMA Buyout	
09-16-200-011-0000	1998 Big Bend Drive	FEMA Buyout	
09-16-200-012-0000	2000 Big Bend Drive	FEMA Buyout	
09-16-200-013-0000	1999 Big Bend Drive	FEMA Buyout	
09-16-200-014-0000	1995 Big Bend Drive	FEMA Buyout	
09-16-200-015-0000	1991 Big Bend Drive	FEMA Buyout	Recorded 12/20/19
09-16-200-016-0000	1987 Big Bend Drive	FEMA Buyout	
09-16-200-018-0000	1977 Big Bend Drive	FEMA Buyout	
09-16-200-019-0000	1971 Big Bend Drive	FEMA Buyout	
09-16-200-020-0000	1967 Big Bend Drive	FEMA Buyout	
09-16-200-021-0000	1963 Big Bend Drive	FEMA Buyout	
09-16-202-086-0000	2209 Ottawa Street	Retention Basin	
09-16-202-112-0000	378 Geri Lane	Retention Basin	
09-16-300-094-0000	477 River Road	Dog Park	
09-16-300-106-0000	405 River Rd	Fire Department	
09-16-306-034-0000	1950 Rand Road	Levee 50	
09-16-306-037-0000	1950 Rand Road	Levee 50	
09-16-401-063-0000	485 Bellaire	FEMA Buyout	Recorded 1/26/21
09-16-402-018-0000	710 Forest Edge Lane	FEMA Buyout	
09-16-402-046-0000	710 Forest Edge Lane	FEMA Buyout	
09-17-207-062-0000	304 Graceland	Public Alley	
09-17-403-028-0000	400 Lee Street	McDonald's Museum	
09-17-403-034-0000	400 Lee Street	McDonald's Museum	
09-17-403-079-0000	400 Lee Street	McDonald's Museum	
09-17-404-024-0000	520 River Road	Parking	

City of Des Plaines
Exempt Properties List
as of April 13, 2026

PIN	Address	Use	Notes
09-17-413-001-0000	1433-1465 Jefferson & 1420 Miner Street	City Hall Police Building, Parking	
09-17-413-002-0000	1433-1465 Jefferson & 1420 Miner Street	City Hall Police Building, Parking	
09-17-413-003-0000	1433-1465 Jefferson & 1420 Miner Street	City Hall Police Building, Parking	
09-17-413-004-0000	1465 Jefferson	City Hall Police Building, Parking	
09-17-413-006-0000	606 Lee Street	Employee Parking Lot	
09-17-413-007-0000	1420 Miner St	City Hall Police Building, Parking	
09-17-413-012-0000	620 Lee/1460 Miner St	Leela Building	Purchased 1/18/2023
09-17-413-014-8001	1420 Miner St	City Hall Police Building, Parking	
09-17-415-010-0000	1476 Miner Street	DP Theatre	Old PIN - Before Leasehold filed - 527
09-17-415-012-0000	1488 Miner Street	Store front	Closed 11/15/2023
09-17-415-024-0000	1486 Miner Street	Store front	Old PIN - Before Leasehold filed - 517
09-17-415-025-0000	1504 Miner St	Leona's	12/17/2025
09-17-415-044-0000	1461 Market Street	Met Sq Garage	
09-17-415-049-8001	1476 Miner Street	DP Theatre	New PIN
09-17-415-050-8001	1486 Miner Street	DP Theatre	New PIN
09-17-416-027-0000	NW corner of River & Miner	City sign	
09-17-418-002-0000	678 Lee Street	R.O.W.	
09-17-418-017-0000	720 Lee Street	Street	
09-17-419-032-0000	1501 Ellinwood	Library	
09-17-419-035-0000	1501 Ellinwood	Parking Garage	
09-17-419-037-0000	1463-1473 Ellinwood	Parking Lot Behind Retail	
09-17-419-038-0000	1525-1535 Ellinwood	Parking Lot Behind Retail	
09-17-421-036-0000	787 Pearson Street	Historical Society	
09-18-102-043-0000	257 E Golf Rd	R.O.W.	
09-18-214-005-0000	Weller Creek	R.O.W.	
09-18-214-007-0000	571 Washington St	R.O.W.	
09-18-214-014-0000	Seegers Road	Sewer Structures	
09-18-300-040-0000	130 Thacker Street	Fire Station #3	
09-18-300-042-0000	30 E. Thacker Street	Well #2	
09-18-400-010-0000	1 Wieboldt Avenue	Street	

City of Des Plaines
Exempt Properties List
as of April 13, 2026

PIN	Address	Use	Notes
09-18-400-011-0000	1 Wieboldt Avenue	Street	
09-19-200-003-0000	40 feet of Thacker Street	Thacker Street	
09-20-120-015-0000	1177 Walnut Street	Store front	Closed 4/17/2024
09-20-120-016-0000	1096 Lee Street	Apt.	5/6/2026
09-20-207-010-0000	1032-1062 Lee Street	Guiseppes	11/25/2025
09-20-207-011-0000	1032-1062 Lee Street	Guiseppes	11/25/2025
09-20-214-001-0000	1032-1062 Lee Street	Guiseppes	11/25/2025
09-20-416-008-0000	1380 E Oakton	Oakton Train Lot	Recorded 6/9/21
09-20-416-009-0000	1374 E Oakton	Oakton Train Lot	Recorded 11/07/24
09-20-416-010-0000	1384 E Oakton	Oakton Train Lot	Recorded 11/07/24
09-20-416-016-0000	1380 E Oakton	Oakton Train Lot	Recorded 6/9/21
09-20-416-017-0000	1396 E Oakton	Oakton Train Lot	Recorded 4/28/22
09-20-416-018-0000	1396 E Oakton	Oakton Train Lot	Recorded 4/28/22
09-20-416-019-0000	1396 E Oakton	Oakton Train Lot	Recorded 4/28/22
09-21-102-009-0000	1669 E Walnut Ave	FEMA Buyout	Closed 9/15/2023
09-21-102-014-0000	1645 E Walnut Ave	Alley	
09-21-105-003-0000	921 Des Plaines Avenue	Park	
09-21-105-004-0000	951 & 961 Des Plaines Avenue	Pumping Station	
09-21-105-005-0000	951 & 961 Des Plaines Avenue	Pumping Station	
09-21-105-031-0000	1799 Campbell Avenue	FEMA Buyout	
09-21-105-038-0000	1820 E Algonquin Rd	FEMA Buyout	Closed 5/29/2024
09-21-106-008-0000	1925 Busse Hwy	Busse Pumping Station	
09-21-107-026-0000	1925 Busse Hwy	Busse Pumping Station	
09-21-107-057-0000	1925 Busse Hwy	Busse Pumping Station	New PIN
09-21-200-004-0000	2099 Miner Street	Acres Lane ROW	
09-21-205-004-0000	1081 Campground Road	PW	
09-21-205-007-8001	1270 Schwab Rd	PW	
09-21-205-008-8001	1260 Schwab Rd	PW	
09-21-302-024-0000	River Drive	Egress to River	
09-21-302-026-0000	1277 River Drive	FEMA Buyout	Closed 10/27/23

City of Des Plaines
Exempt Properties List
as of April 13, 2026

PIN	Address	Use	Notes
09-21-302-028-0000	1300 River Drive	FEMA Buyout	Closed 3/17/23
09-21-304-014-0000	1277 River Drive	FEMA Buyout	Closed 10/27/23
09-21-304-018-0000	1300 River Drive	FEMA Buyout	Closed 3/17/23
09-21-304-026-0000	1300 River Drive	FEMA Buyout	Closed 3/17/23
09-28-116-107-0000	1670 Prospect Ave	Parking Area	
09-28-117-086-0000	1835 Sycamore	Sycamore Street	
09-28-119-030-0000	1940 Orchard & 1702 Stockton	Street	
09-28-302-020-0000	2073 Cedar St	FEMA Buyout	Recorded 7/30/2024
09-28-302-028-0000	2028 River Road	Radlein Detention Basin	
09-28-302-037-0000	2050 Des Plaines Avenue	Detention Pond	
09-28-302-044-0000	2037 Birchwood	Storm Water Detention	
09-29-202-004-0000	1319 E Oakton	Fire Station #2	
09-29-202-005-0000	1319 E Oakton	Fire Station #2	
09-29-202-006-0000	1327 Oakton Street	Fire Station #2	Closed 09/2023
09-29-202-007-0000	1327 Oakton Street	Fire Station #2	Closed 09/2023
09-29-202-008-0000	1333 Oakton Street	Fire Station #2	Closed 10/12/2023
09-29-202-015-0000	1313 Oakton Street	Fire Station #2	
09-29-212-011-0000	1791 Illinois	South School Parking Lot	
09-29-229-013-8001	Howard and Chestnut	Water Tower	
09-30-100-040-0000	1701, 1757 & 1761 Winthrop	Retention Basin	
09-30-100-041-0000	1701, 1757 & 1761 Winthrop	Retention Basin	
09-30-101-011-0000	200 E Oakton St	Water Tower	
09-30-101-020-0000	1701, 1757 & 1761 Winthrop	Retention Basin	
09-33-101-039-0000	2601 Maple	Sengstock Pumping Station	
09-33-115-030-0000	2511 Eisenhower Dr	Vacant land/R.O.W.	
09-33-116-001-0000	2605 Maple St	Sengstock Pumping Station	
09-33-305-021-0000	1680 Higgins Road	Higgins Creek	
09-33-305-022-0000	3041 Orchard Place	Higgins Creek	
09-33-305-027-8001	TIF #7	Orchards at Ohare	

***Highlighted items are not on the Cook County Affidavit yet/Recent Purchase or Subdivision**

City of Des Plaines
Exempt Properties List
as of April 13, 2026

PIN	Address	Use	Notes
*Leaseholds filed			
*On County List			
*Property Sold/Transferred			

No. _____

STATE OF ILLINOIS

OFFICE OF THE SECRETARY OF STATE

To all to whom these Presents Shall Come, Greeting:

Whereas, a certified copy of the record of the proceedings of the President and Board of Trustees of the Village of Des Plaines, duly authenticated, in the matter of the organization and incorporation, on the Second day of February A.D. 1925, of the City of Des Plaines in the County of Cook, and State aforesaid, has been filed in the office of the Secretary of State on the sixteenth day of April A.D. 1925, under and in accordance with the provisions of "An Act to provide for the incorporation of cities and villages," approved April 10, 1872, in force July 1, 1872, and all acts amendatory thereof, and

Whereas, it appears from the recitals in said record that the provisions of the said acts have been duly complied with,

Now, Therefore, I, Louis L. Emmerson, Secretary of State of the State of Illinois, by virtue of the power and authority vested in me by law, do hereby certify that the said City of Des Plaines is a legally organized and incorporated City under the laws of this State.

In Testimony Whereof, I hereto set my hand and the Great Seal of the State of Illinois. Done at the Capitol in the City of Springfield, this the 16th day of April A.D. nineteen hundred and twenty-five and of the Independence of the United States the one hundred and forty-ninth.

SECRETARY OF STATE.

FILED

APR 16 1925

MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF DES PLAINES, HELD DECEMBER 15th, 1924, IN THE VILLAGE HALL AT 8 o'CLOCK P.M.

President Bennett called the meeting to order with Trustees, Clarke, Tallant, Fisher, Collet, Reiter and Kinder answering to roll call.

The minutes of the regular meeting held December 1st were read and approved as read.

* * * * * *

A petition signed by over one-eighth ofthe legal voters of the Village of Des Plaines asking for a special election to be called for the purpose of voting on the question as to whether said Village shall become incorporated as a city under the general law; and also that they submit to the electors of said Village at said election, for adoption or rejection, the question of minority representation in the city council or legislative authority of such city, was presented to the Board at this time and given hearing, following which Trustee Tallant presented the following resolution.

WHEREAS a petition signed by more than one-eighth of the legal voters of the Village of Des Plaines, County of Cook and State of Illinois voting at the last preceding municipal election, has been presented to this President and Board of Trustees, requesting that they submit to the electors of said Village at a Special Election to be called and held for that purpose, the question as to whether said Village shall become incorporated as a city under the general law; and also that they submit to the electors of said Village at said election, for adoption or rejection, the question of minority representation in the City Council or legislative authortiy of such city, as provided by an Act of the General Assembly of the State of Illinois entitled: " An Act to Provide for the Incorporation of Cities and Villages" approved April 10th, 1872, in force July 1st, 1872; and the acts amendatory thereof.

AND WHEREAS this Board finds that said petition is in due form as required by law;

NOW, THEREFORE, BE IT RESOLVED That an election be and the same is hereby called to be held in the said Village on the 24th day of January, 1925, for the purpose of voting upon the question as to whether the Village of Des Plaines shall adopt city form of government under the general law, and also for the purpose of voting upon the question of adoption or rejection of minority representation in the City Council, as provided by an Act of the General Assembly of the State of Illinois entitled: "An Act to Provide for the Incorporation of Cities and Villages" approved April 10th, 1872, in force July 1st, 1872, and the acts amendatory thereof.

AND RESOLVED FURTHER, that said election shall be held in the Village Hall in said Village and that the polls of said election shall be open at six o'clock A.M. on said election day and shall close at four o'clock P.M. on said election day.

AND RESOLVED FURTHER that notice of said election shall be given as required by law and that said election shall in all other respects be held according to law and the ordinances of said Village.

Trustee Tallant moved that the resolution be adopted as

read. Trustee Collet seconded this motion and on answer to roll call the following votes were recorded, "Ayes" Trustees Clarke, Tellent, Fisher, Collet, Reiter and Kinder, none voting "Nay", whereon the President declared the motion as passed and the Resolution adopted as read.

* * * *

There being no further business the Board adjourned until Monday December 22nd, 1924 when they were to meet in an adjourned meeting.

FAYETTE O. [illegible]KILL,
Village Clerk.

Publisher's Certificate

Fred A. Fulle and Herman E. Gaede, a co-partnership doing business under the name of the

DES PLAINES PUBLISHING COMPANY

Do Hereby Certify that they are the publishers of the Des Plaines Suburban Times; that said Des Plaines Suburban Times is a secular newspaper and has been published weekly in the Village of Des Plaines, County of Cook and State of Illinois, on Friday of each and every week continuously for more than six months prior to, on and since the date of the first publication of the notice hereinafter referred to and is a secular newspaper of general circulation throughout said County and State.

That a notice of which the annexed printed slip is a true copy was published .two. times in said Suburban Times, namely once in each week for ....two.... successive weeks and that the first publication of said notice as aforesaid was made in said newspaper dated and published on the ...19th. day of ....December...., A. D. 1924., and that the last publication thereof was made in said newspaper dated and published on the ...26th. day of December ....., A. D. 1924.; that said newspaper always has been and now is duly authorized by law as a proper medium for the publication of legal notices in said County by an act of the General Assembly of the State of Illinois entitled "An Act to Revise the Law in Relation to Notices," approved February 13th, 1874, in force July 1, 1874, and the acts amendatory thereto;

IN WITNESS WHEREOF, the undersigned the said Fred A. Fulle and Herman E. Gaede, a co-partnership doing business under the name of Des Plaines Publishing Co. have signed this certificate at Des Plaines, Illinois, this 1st. day of ....April....., A. D. 1924..

Fred A. Fulle

Herman E. Gaede

A Co-partnership doing business under the name of Des Plaines Publishing Co.

(Publication Fee $.8.40....)

NOTICE OF SPECIAL ELECTION

Notice is hereby given that on the 15th day of December, 1924, a petition signed by more than one-eighth of the legal voters of the Village of Des Plaines, Cook County, Illinois, voting at the last preceding municipal election, was filed with the President and Board of Trustees of said Village, requesting that they submit to the electors of said Village, at a special election to be called and held in said Village, the question as to whether said Village shall become incorporated as a city under the general law; and also that they submit to the electors of said Village at said election, for adoption or rejection, the question of minority representation in the City Council or legislative authority of such city, as provided by an Act of the General Assembly of the State of Illinois entitled: "An Act to Provide for the Incorporation of Cities and Villages," approved April 10, 1872; in force July 1, 1872; and the acts amendatory thereof; and that said President and Board of Trustees has fixed the 24th day of January, 1925, at the Village Hall in the Village of Des Plaines aforesaid, as the time and place for holding said election.

You are therefore hereby notified that a special election will be held at the Village Hall in the Village of Des Plaines, Cook County, Illinois, on the 24th day of January 1925 for the purpose of voting upon the question as to whether said Village shall become incorporated as a city under the general law; and also to vote upon the question of minority representation in the City Council or legislative authority of such city, as provided by an Act of the General Assembly of the State of Illinois entitled: "An Act to Provide for the Incorporation of Cities and Villages" approved April 10, 1872; in force July 1, 1872; and the acts amendatory thereof.

You are further notified that the polls of said election will be open at six o'clock a. m. on said election day and will close at four o'clock p. m. on said election day.

Dated: Des Plaines, Illinois, December 15th, 924.

H. T. BENNETT,
President of said Village of Des Plaines
FAYETTE O. MERRILL,
Village Clerk.

51-2t

MINUTES OF REGULAR MEETING OF PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF DES PLAINES, COOK COUNTY, ILL., HELD JANUARY 5th, 1925, AT THE VILLAGE HALL AT 8 o'CLOCK P.M.

President Bennett called the meeting to order with Trustees Clarke, Pollent, Fisher, Collet, Reiter and Kinder answering to roll call.

* * * *

The following Clerks and Judges for the Special election to be held January 24th, 1925, were appointed:

For Clerks,
Mrs. John Raymond
Mrs. Peter Reiter
Mrs. Chas Hahn

For Judges
George F. Robinson
E. V. Landry
Mrs. Isabelle Longley

* * * *

There being no further business the Board adjourned in the regular manner.

FAYETTE O. MERRILL
Village Clerk.

OFFICIAL BALLOT

ON PROPOSITION OF ADOPTION OF CITY FORM OF GOVERNMENT UNDER GENERAL LAW, VILLAGE OF DES PLAINES, COOK COUNTY, ILLINOIS.

SPECIAL ELECTION JANUARY 24th, 1925

FOR incorporating the Village of Des Plaines as a City under the general law. ☐

AGAINST incorporating the Village of Des Plaines as a City under the general law. ☐

MINUTES OF REGULAR MEETING OF PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF DES PLAINES, HELD FEBRUARY, 2ND, 1935, IN THE VILLAGE HALL AT 8 O'CLOCK P.M.

President Bennett called the meeting to order with Trustees Clarke, Tallant, Fisher, Collet, Reiter and Kinder answering to roll call.

The minutes of the regular meeting held January, 19th, 1935, were read and approved as read.

* * * *

President Bennett then appointed Trustees Reiter, Collet and Clarke as a committee of three to canvass the votes of the Special Election held January, 24th, 1935 and report on same. A short recess was declared while the committee proceeded with their work.

Upon calling the Board together again the committee tendered the following report:-

Mr. H. T. Bennett, President,
Dear Sir:

Your committee wish to report that we have carefully canvassed the votes cast at a Special Election held January 24th, 1935, and have found the result was as follows:

For City Form of Government under the General law	344 votes
Against City Form of Government under the General Law	388 votes
For Adoption of Minority representation	138 votes
Against adoption of minority representation	472

Respectfully submitted,
John B. Collet,
Peter Reiter
A. E. Clarke.

It appearing that a majority of votes had been cast in favor of City form of Government under the General Law Trustee Tallant moved that the election be declared in favor of City Form of Government under the General Law. Trustee Fisher seconded this motion and the roll was called with the following result. Trustees Clarke, Tallant, Fisher, Collet, Reiter and Kinder voting "Aye". None voting "Naye". Whereon the President declared the motion as carried and declared the election in favor of City Form of Government under the General Law.

* * * *

Mayor Bennett then addressed the members of the old Board of Trustees as the new City Council, congratulated them upon their new title of Aldermen and declared the City Council of Des Plaines in its first session of official business.

* * * *

There being no further business the Council adjourned to meet again in an adjourned meeting on February, 9th, 1935, at 8:00 o'clock P.M.

FAYETTE C. MERRILL
City Clerk.

STATE OF ILLINOIS)
COUNTY OF COOK) SS.
CITY OF DES PLAINES)

I, FAYETTE O. MERRILL, do hereby certify that I am the duly elected, qualified and acting City Clerk of the City of Des Plaines (until February 2nd, 1925 Village of Des Plaines), a municipal corporation in the County of Cook and State of Illinois; that the foregoing statements purporting to be copies of parts of the City Clerk's Minutes and Records of regular meetings of the President and Board of Trustees of said Village of Des Plaines held on the 15th day of December, 1924, the 5th day of January, 1925 and the 2nd day of February, 1925 respectively, are true and correct copies of the City Clerk's Minutes and Records of said respective meetings.

I do further certify that the original Minutes and Records of which said statements are copies of parts thereof are of record, on file in my office and that I am the keeper of the same.

I do further certify that I caused to be published the notice of special election as set forth in the Publisher's certificate hereto attached.

I do further certify that the form of "Official Ballot" attached to said foregoing statements is a true copy of the Official Ballot used and voted by the voters voting at the election referred to in the foregoing proceedings, and was furnished by the undersigned, then the Village Clerk of said Village.

I do further certify that said Village of Des Plaines, now City of Des Plaines, is a municipal corporation organized under an act of the General Assembly of the State of Illinois entitled "An Act to provide for the Incorporation of Cities and Villages", approved April 10th, 1872, in force July 1st, 1872, and the acts amendatory thereto, and that at the time of the holding of each and all of said meetings there were elected to

the membership of said President and Board of Trustees one President and six Trustees; and that said meetings were each and all duly held and convened according to law and the Ordinances, Rules and Regulations theretofore adopted by said President and Board of Trustees and that at each and all of said meetings all of the members elected to said President and Board of Trustees were present as shown and set forth in said minutes.

IN WITNESS WHEREOF I have hereunto set my hand and affixed the corporate seal of said City of Des Plaines this 8th day of April, A. D. 1925.

Fayette O. Meinke
City Clerk.

STATE OF ILLINOIS,
COOK COUNTY, SS.
FILED FOR RECORD 8851214
1925 APR 8 PM 1 47
AND RECORDED IN BOOK 2140 PAGE
Joseph D. Haas

6937

Liber 543 [illegible]

Box 909

1214

FILED

APR 16 1925

Louis L. Emmerson

SEC'Y. OF STATE.

625

327

Legal Description, Site and Building Square Footage

678 Lee Street,
Des Plaines, Illinois 60016
PIN: 09-17-418-044-0000

The Subject Property was constructed in 1927 and currently consists of a vacant, approximately 18,390 square-foot commercial building located on approximately 8,002 square feet of land. The historic former Des Plaines State Bank is located at the southwest corner of Lee Street and Ellinwood Avenue, immediately next to the Des Plaines Metra station and within the City's core downtown redevelopment area. The site benefits from strong transit access, pedestrian visibility, and proximity to recent downtown residential investment, including the Ellinwood Apartments. However, the site has been vacant and unused since Huntington Bank vacated in 2019.

The proposed project would restore and reactivate the historic 1927 former bank building as a multi-level dine-in restaurant and event venue. The planned concept, currently operating under the working name "The Dime," would preserve and repurpose the building's distinctive historic character while introducing an active commercial use that supports the continued revitalization of downtown Des Plaines

Attached hereto please find:

- Legal description
- Survey
- Current Aerial of Subject Property
- Current Street View of the Subject Property
- Restaurant TI Permit Set (sent via box link)
- Permit Approved Drawings (sent via box link)

PARCEL 1:

THE SOUTHWESTERLY 64.10 FEET OF THE NORTHEASTERLY 68.10 FEET OF THE SOUTHEASTERLY 100 FEET OF LOT 2; ALSO THE NORTHWESTERLY 25 FEET OF THE SOUTHEASTERLY 125 FEET OF THE NORTHEASTERLY 64.10 FEET OF LOT 2 IN THE RESUBDIVISION OF LOT 1 (EXCEPT THE SOUTH 68 FEET THEREOF) IN BLOCK 3 IN PARSON AND LEE'S ADDITION **TO** DES PLAINES, A SUBDIVISION IN SECTION 17, TOWNSHIP 41 NORTH. RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOKCOUNTY, ILLINOIS

PARCEL 2:

THAT PART OF THE CHICAGO AND NORTHWESTERN RAILROAD COMPANY'S STATION GROUNDS SITUATED IN THE CITY OF DES PLAINES, BEING A PART OF THE SOUTHEAST QUARTER OF SECTION 17, TOWNSHIP 41 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF THE RESUBDIVISION OF LOT 1 (EXCEPT THE SOUTH 68 FEETTHEREOF) IN BLOCK 3 IN PARSON AND LEE'S ADDITION TO DES PLAINES, A SUBDIVISION IN SECTION 17. TOWNSHIP 41 NORTH. RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN; THENCE NORTHEASTERLY ALONG A NORTHEASTERLY EXTENSION OF THE SOUTHEASTERLY LINE OF SAID BLOCK 3 (ALSO BEING THE NORTHWESTERLY LINE OF LEE STREET) A DISTANCE OF 20 FEET TO THE PLACE OF BEGINNING; THENCE CONTINUING NORTHEASTERLY ALONG THE LAST DESCRIBED COURSE A DISTANCE OF 28.76 FEET, MORE OR LESS. TO A POINT 24.44 FEET SOUTHWESTERLY, MEASURED AT RIGHT ANGLES FROM THE CENTER LINE OF THE MOST SOUTHWESTERLY MAIN TRACK OF THE CHICAGO AND NORTHWESTERN RAILWAY COMPANY AS SAID TRACK IS NOW LOCATED AND ESTABLISHED; THENCE NORTHWESTERLY ALONG A LINE WHICH FORMS AN ANGLE OF 91 DEGREES AND 41 MINUTES, MEASURED CLOCKWISE FROM THE LAST DEPICTED COURSE. A DISTANCE OF 41.75 FEET; THENCE NORTHEASTERLY PARALLEL TO SAID WESTERLY LINE OF LEE STREET TO A POINT 22.5 FEET SOUTHWESTERLY, MEASURED AT RIGHT ANGLES FROM SAID CENTER LINE OF THE MOST SOUTHWESTERLY MAIN TRACK; THENCE NORTHWESTERLY PARALLEL TO SAID CENTER LINE OF THE MOST SOUTHWESTERLY MAIN TRACK TO THE EASTERLY LINE OF GRACELAND AVENUE; THENCE SOUTHWESTERLY ALONG SAID EASTERLY LINE OF GRACELAND AVENUE, TO A LINE DRAWN PARALLEL WITH AND 20 FEET NORTHEASTERLY OF THE NORTHEASTERLY LINE OF SAID BLOCK 3: THENCE SOUTHEASTERLY ALONG SAID LINE DRAWN PARALLEL WITH AND 20 FEET NORTHEASTERLY OF THE NORTHEASTERLY LINE OF BLOCK 3 AFORESAID, TO THE PLACE OF BEGINNING, IN COOK COUNTY, ILLINOIS.

Commonly Known As:	678 Lee Street, Des Plaines, Illinois 60016
PINs:	09-17-418-044-0000

Attachment 2

P.I.N. 09-17-418-043
09-17-418-044

ALTA / NSPS LAND TITLE SURVEY

OF

PARCEL 1:
THE SOUTHWESTERLY 64.10 FEET OF THE NORTHEASTERLY 68.10 FEET OF THE SOUTHEASTERLY 100 FEET OF LOT 2; ALSO THE NORTHWESTERLY 25 FEET OF THE SOUTHEASTERLY 125 FEET OF THE NORTHEASTERLY 64.10 FEET OF LOT 2 IN THE RESUBDIVISION OF LOT 1 (EXCEPT THE SOUTH 68 FEET THEREOF) IN BLOCK 3 IN PARSON AND LEE'S ADDITION TO DES PLAINES, A SUBDIVISION IN SECTION 17, TOWNSHIP 41 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL 2:
THAT PART OF THE CHICAGO AND NORTHWESTERN RAILROAD COMPANY'S STATION GROUNDS, SITUATED IN THE CITY OF DES PLAINES, BEING A PART OF THE SOUTHEAST QUARTER OF SECTION 17, TOWNSHIP 41 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF THE RESUBDIVISION OF LOT 1 (EXCEPT THE SOUTH 68 FEET THEREOF) IN BLOCK 3 IN PARSON AND LEE'S ADDITION TO DES PLAINES, A SUBDIVISION IN SECTION 17, TOWNSHIP 41 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN; THENCE NORTHEASTERLY ALONG A NORTHEASTERLY EXTENSION OF THE SOUTHEASTERLY LINE OF SAID BLOCK 3 (ALSO BEING THE NORTHWESTERLY LINE OF LEE STREET) A DISTANCE OF 20 FEET TO THE PLACE OF BEGINNING; THENCE CONTINUING NORTHEASTERLY ALONG THE LAST DESCRIBED COURSE A DISTANCE OF 38.76 FEET, MORE OR LESS, TO A POINT 34.44 FEET SOUTHWESTERLY, MEASURED AT RIGHT ANGLES FROM THE CENTER LINE OF THE MOST SOUTHWESTERLY MAIN TRACK OF THE CHICAGO AND NORTHWESTERN RAILWAY COMPANY AS SAID TRACK IS NOW LOCATED AND ESTABLISHED; THENCE NORTHWESTERLY ALONG A LINE WHICH FORMS AN ANGLE OF 91 DEGREES AND 41 MINUTES, MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, A DISTANCE OF 41.75 FEET; THENCE NORTHEASTERLY PARALLEL TO SAID WESTERLY LINE OF LEE STREET TO A POINT 22.5 FEET SOUTHWESTERLY, MEASURED AT RIGHT ANGLES FROM SAID CENTER LINE OF THE MOST SOUTHWESTERLY MAIN TRACK; THENCE NORTHWESTERLY PARALLEL TO SAID CENTER LINE OF THE MOST SOUTHWESTERLY MAIN TRACK TO THE EASTERLY LINE OF GRACELAND AVENUE; THENCE SOUTHWESTERLY ALONG SAID EASTERLY LINE OF GRACELAND AVENUE, TO A LINE DRAWN PARALLEL WITH AND 20 FEET NORTHEASTERLY OF THE NORTHEASTERLY LINE OF SAID BLOCK 3; THENCE SOUTHEASTERLY ALONG SAID LINE DRAWN PARALLEL WITH AND 20 FEET NORTHEASTERLY OF THE NORTHEASTERLY LINE OF BLOCK 3 AFORESAID, TO THE PLACE OF BEGINNING, IN COOK COUNTY, ILLINOIS.

GAP PARCEL
LEGAL TO COME.

LOCATION MAP
NOT TO SCALE

SCALE: 1" = 20'

LEGEND

- Manhole
- Catch Basin
- Inlet
- Clean Out
- Storm Sewer
- Sanitary Sewer
- Water Main
- Fire Hydrant
- Valve Vault
- Valve Box
- B-Box
- Light Pole
- Traffic Signal
- Traffic Signal With Mast Arm
- Hand Hole
- Fence
- Pipe Bollard
- Sign
- Gas Valve
- Gas Meter
- Gas Line
- Electric Meter
- Flagpole
- Handicapped Parking Stall
- Number of Parking Stalls
- Curb & Gutter
- Depressed Curb
- Retaining Wall
- Deciduous Tree
- O.L. On Line
- Boundary Corner

Surveyor's notes:

1. The basis of bearing shown hereon is based on NAD 83(2011) Illinois East Zone 1201 State Plane Coordinates as referenced from Topcon Company's RTK Network.
2. The Vertical Datum referenced hereon is based on NAVD 88 (Geoid 12a) as referenced from Topcon Company's RTK Network.
3. Underground utilities are not shown hereon.
4. Based on information provided on the Flood Insurance Rate Map Community – Panel No. 17031C0217J dated August 19, 2008 produced by the Federal Emergency Management Agency (FEMA) for Cook County, Illinois, the property shown and described hereon is located within Zone X, which is defined by FEMA as "Areas determined to be outside the 0.2% annual chance floodplain."
5. In regard to Table A Item 6(a)(b) – A Zoning Report has not been provided.
6. In regard to Table A Item 16 – No Observed evidence of current earth moving work, building construction was observed in the process of conducting the survey.
7. In regard to Table A Item 17 – No observed evidence of recent street or sidewalk construction was observed in the process of conducting the survey.
8. In the preparation of this survey reference was made to Chicago Title Insurance Company Commitment for Title Insurance Order No. 2434069 with a Commitment Date of October 18, 2024.

With respect to **Schedule B** of said commitment:

Exception 15 – Terms and provisions of Easement – Doc. No. 1911906148 – Plotted and shown hereon.
Exception 16 – Non-Exclusive revocable license agreement – Doc No. 1516313055 – No plottable items.
Exception 18 – Reservation made by Chicago and Northwestern Railway Company – Doc. No. 17849425 – Blanket in nature.

AREA SUMMARY

PARCEL 1	8,012 S.F.	0.18394 AC.
PARCEL 2	12,098 S.F.	0.27773 AC.
GAP PARCEL	8,005 S.F.	0.18377 AC.
TOTAL	**28,115 S.F.**	**0.64544 AC.**

State of Illinois }
} SS:
County of Cook }

To: City of Des Plaines, an Illinois home rule municipal corporation;
Offline Gaming 1, LLC, a Delaware limited liability company; and
Chicago Title Insurance Company, its successors and/or assigns,

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 6a, 7a, 7b(1), 7c, 8, 9, 10, 13, 14, 16, 17, 18 and 19 of Table A thereof. The field work was completed on November 12, 2024.

This professional service conforms to the current Illinois minimum standards for a boundary survey.

Schaumburg, Illinois, December 5, 2024

By: _____
Illinois Professional Land Surveyor No. 3695

JEFFREY W. GLUNT 035-3695 SCHAUMBURG, ILLINOIS
EXPIRES 11-30-26

Ordered By: City of Des Plaines Project No. 24-205

HAEGER ENGINEERING
consulting engineers • land surveyors
100 East State Parkway, Schaumburg, IL 60173
Tel 847.394.6600 Fax: 847.394.6608
Illinois Professional Design Firm License No. 184003152
www.haegerengineering.com

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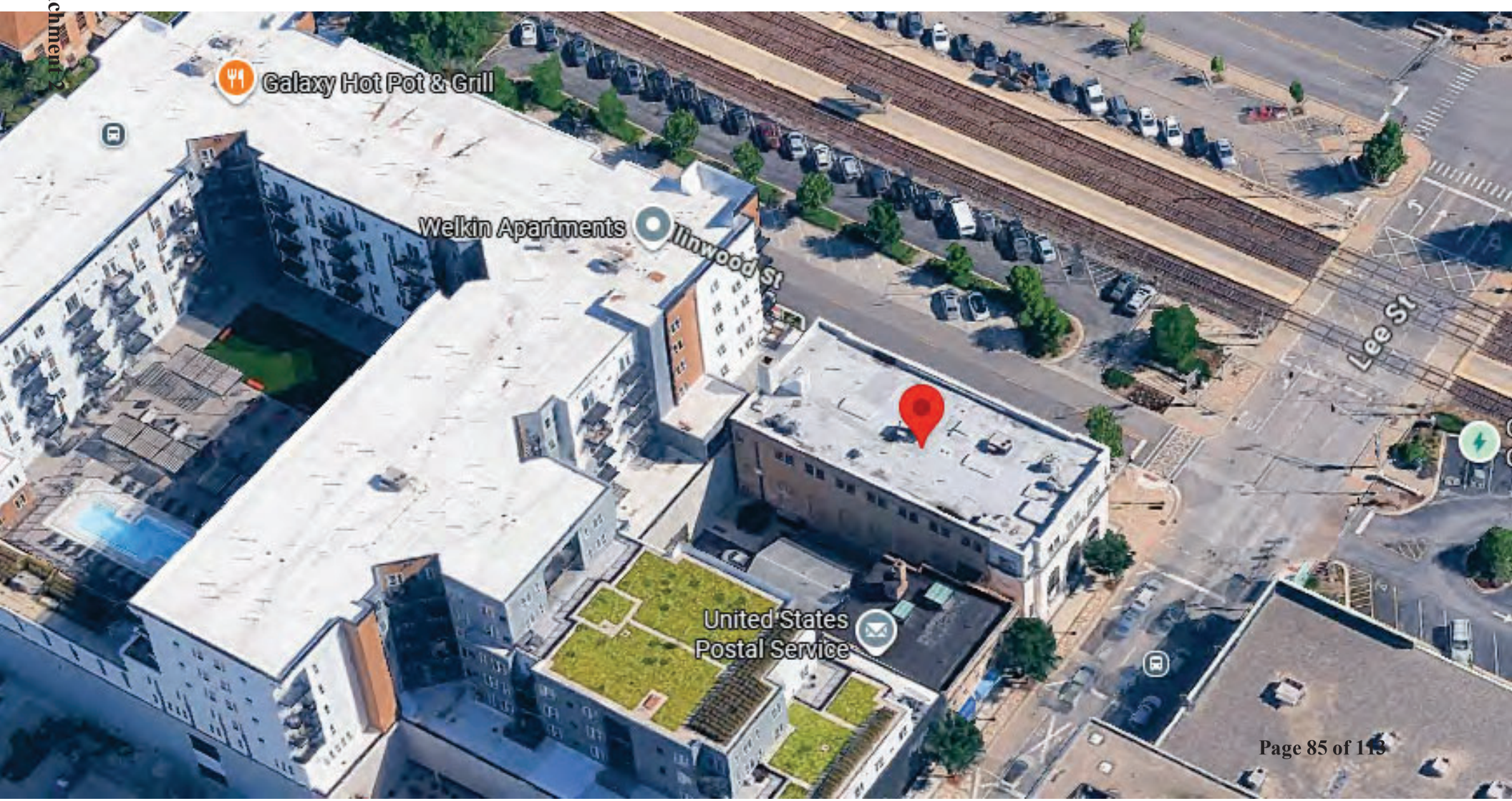
ELLINWOOD ST
09-17-418-002
09-17-418-044
09-17-418-047
ELLINWOOD ST
LEE ST


Galaxy Hot Pot & Grill
Welkin Apartments
Ilinwood St
Lee St
United States
Postal Service

Attachment 2

LIBRARY
LIBRARY
Google Maps

Attachment 2

Developer Information & Proposed Commercial Use

678 Lee Street,
Des Plaines, Illinois 60016
PIN: 09-17-418-044-0000

The City acquired the Subject Property at the end of 2024 and has a lease and operations agreement with 10 Scents, LLC (The "Occupant" or "10 Scents") for an eventual three-level dine-in restaurant, including a 3rd floor event space and outdoor seating. The lease and operations agreement include an option to purchase the property after years 10, 15 or 20.

The proposed project would restore and reactivate the historic 1927 former bank building as a multi-level dine-in restaurant and event venue. The planned concept, currently operating under the working name "The Dime," would preserve and repurpose the building's distinctive historic character while introducing an active commercial use that supports the continued revitalization of downtown Des Plaines. The ground floor is expected to include a commercial kitchen on the south side of the building and a large bar/dining area on the north side, allowing patrons to take advantage of the building's existing first-floor windows, and views into surrounding downtown. The second-floor mezzanine is planned for lounge seating and private dining, while the third floor would be dedicated to private events. The project is also expected to include outdoor seating, further activating the Lee Street frontage and contributing to a more vibrant pedestrian environment.

The proposed tenant group brings substantial operating experience to the project. The four partners in the 10 Scents, LLC operate several successful business enterprises, including comparable restaurant concepts such as Foxtail on the Lake at Lake Opeka in Des Plaines and Foxtail Glen View House in Glenview. Based on that experience, the project is expected to create a significant new destination restaurant in downtown Des Plaines, generate meaningful local sales tax and food-and-beverage tax revenue, and supporting a number of new jobs. By returning a vacant historic bank building to productive use, the project would preserve an important downtown asset while introducing a higher-intensity hospitality use that supports evening and weekend activity, private events, and broader downtown economic development.

Employment
678 Lee Street,
Des Plaines, Illinois 60016
PIN: 09-17-418-044-0000

Once completed, the Occupant expects to hire approximately **110 full-time** employees and **40 part-time employees**. Build-out of the new space is also expected to create over 400 individual construction-related jobs, which according to the City is the equivalent of 92 full-time positions for the duration of the project.

The City expects each of the Occupant's new employees will frequent local restaurants, gas stations, stores and more. ccording to the attached employee economic impact chart, an estimated 110 full-time employees 40 part-time employees are expected to spend over **$600,000 per year** on gas, entertainment, groceries, etc. in the City.

Employee Business Impact Chart - Full Time					
Purchase	**Emp.**	**%**	**Exp./Week**	**Weeks**	**Total**
Lunch	110	55%	$55	50	$166,375
Grocery	110	30%	$50	50	$82,500
Consumer Goods	110	25%	$35	50	$48,125
Entertainment	110	15%	$55	50	$45,375
Auto-Gas	110	75%	$30	50	$123,750
TOTAL (Per Year)					**$466,125**
TOTAL (12 Year Term)					**$5,593,500**

Employee Business Impact Chart - Part Time					
Purchase	**Emp.**	**%**	**Exp./Week**	**Weeks**	**Total**
Lunch	40	55%	$55	50	$60,500
Grocery	40	30%	$50	50	$30,000
Consumer Goods	40	25%	$35	50	$17,500
Entertainment	40	15%	$55	50	$16,500
Auto-Gas	40	75%	$30	50	$45,000
TOTAL (Per Year)					**$169,500**
TOTAL (12 Year Term)					**$2,034,000**

GRAND TOTAL (Per Year)					**$635,625**
GRAND TOTAL (12 Year Term)					**$7,627,500**

Property Improvements & Economic Analysis

678 Lee Street,
Des Plaines, Illinois 60016
PIN: 09-17-418-044-0000

The Applicant is still in the process of gathering bids and estimates but plans to spend over **$5,000,000** in hard costs to build-out the space for the new proposed uses. After improvements and subsequent re-occupation, the Subject Property is projected to have a market value of approximately **$6,890,000+**, which would generate an estimated $2,507,524+ in total taxes over the life of the Class 7b Tax Incentive (or **approx. $185,743+ per year**). Without the incentive and at full vacancy, the property would generate a total of $645,645 over 12 years (or approx. $53,804 per year). Additionally, without a lease and development, the site has the potential to be completely exempt from taxation. Therefore, should the Class 7b be approved, the Subject Property would generate an additional approximately **$2,231,059** in real estate taxes over the life of the Class 7b Tax Incentive. Please see the attached "12 Year Tax Comparison Chart."

As mentioned previously, in addition to increased property tax revenues, the Occupant's presence will significantly benefit the local community. The City expects each of the Occupant's new employees will frequent local restaurants, gas stations, stores and more. According to the attached employee economic impact chart, an estimated 110 full-time employees & 40 part-time employees are expected to spend over **$600,000 per year** on gas, entertainment, groceries, etc. in the City. Further, upon stabilization 10 Scents expects to have around **$9,000,000 in sales annually**, which should result in **~$180,000 local sales tax revenue** and **~$90,000 in food and beverage tax**, per year.

12 Year Tax Estimates

678 Lee Street
Des Plaines, Illinois
PIN: 09-17-418-044-0000

Estimated Taxes Based on:
Purchase Price + Proposed Hard Costs & a 7b Tax Incentive
Compared to
Current 2026 Market Value, No Improvements, Full Vacancy Relief & No 7b
Compared to
Purchase Price + Proposed Hard Costs & no 7b Tax Incentive

				Purchase Price + Proposed Hard Costs & a 7b Tax Incentive				Current 2026 Market Value, No Improvements, Full Vacancy Relief & No 7b				Purchase Price + Proposed Hard Costs & no 7b Tax Incentive			
Tax Year	2024 Tax Rate	2024 Multiplier	Estimated Effective Tax Rate*	Estimated Market Value	Assessment Level with a Class 7b**	Estimated Assessed Value With a Class 7b	Estimated Tax With a Class 7b	Estimated Market Value	Assessment Level With NO Class 7b	Estimated Assessed Value Without a Class 7b	Estimated Taxes Without a Class 7b	Estimated Market Value	Assessment Level With NO Class 7b	Estimated Assessed Value Without a Class 7b	Estimated Taxes Without a Class 7b
2027	8.881%	3.0355	26.958%	$6,890,000	10%	$689,000	**$185,743**	$798,326	25%	$199,582	**$53,804**	$6,890,000	25%	$1,722,500	**$464,356**
2028****	8.881%	3.0355	26.958%	$7,406,750	10%	$740,675	**$199,673**	$858,200	25%	$214,550	**$57,839**	$7,406,750	25%	$1,851,688	**$499,183**
2029	8.881%	3.0355	26.958%	$7,406,750	10%	$740,675	**$199,673**	$858,200	25%	$214,550	**$57,839**	$7,406,750	25%	$1,851,688	**$499,183**
2030	8.881%	3.0355	26.958%	$7,406,750	10%	$740,675	**$199,673**	$858,200	25%	$214,550	**$57,839**	$7,406,750	25%	$1,851,688	**$499,183**
2031	8.881%	3.0355	26.958%	$7,962,256	10%	$796,226	**$214,649**	$922,565	25%	$230,641	**$62,177**	$7,962,256	25%	$1,990,564	**$536,622**
2032	8.881%	3.0355	26.958%	$7,962,256	10%	$796,226	**$214,649**	$922,565	25%	$230,641	**$62,177**	$7,962,256	25%	$1,990,564	**$536,622**
2033	8.881%	3.0355	26.958%	$7,962,256	10%	$796,226	**$214,649**	$922,565	25%	$230,641	**$62,177**	$7,962,256	25%	$1,990,564	**$536,622**
2034	8.881%	3.0355	26.958%	$8,559,425	10%	$855,943	**$230,747**	$991,758	25%	$247,939	**$66,840**	$8,559,425	25%	$2,139,856	**$576,868**
2035	8.881%	3.0355	26.958%	$8,559,425	10%	$855,943	**$230,747**	$991,758	25%	$247,939	**$66,840**	$8,559,425	25%	$2,139,856	**$576,868**
2036	8.881%	3.0355	26.958%	$8,559,425	10%	$855,943	**$230,747**	$991,758	25%	$247,939	**$66,840**	$8,559,425	25%	$2,139,856	**$576,868**
2037	8.881%	3.0355	26.958%	$9,201,382	15%	$1,380,207	**$372,080**	$1,066,140	25%	$266,535	**$71,853**	$9,201,382	25%	$2,300,346	**$620,134**
2038	8.881%	3.0355	26.958%	$9,201,382	20%	$1,840,276	**$496,107**	$1,066,140	25%	$266,535	**$71,853**	$9,201,382	25%	$2,300,346	**$620,134**
				Total Estimated Taxes (2027 to 2038)			**$2,989,137**	**Total Estimated Taxes (2027 to 2038)**			**$758,079**	**Total Estimated Taxes (2027 to 2038)**			**$6,542,643**

Property Tax Revenue Generated Over the Life of the Property's Class 7b Tax Incentive	**$2,231,059**

Additional Revenue Generated by ~150 Full Time Employees (PER YEAR)	**$466,125**

Notes:

* The 2024 Tax Rate (the 2024 tax rate x the 2024 multiplier) was used. It does not take into account any increases or decreases in the Effective Tax Rate between 2024 and 2038.

****The above is based on the assumption that the Class 7b Tax Incentive for the subject property will be granted in 2026 and activated in 2027**

***A 20% Occupancy Factor was applied to the 2026 Building Assessed Value.
**** Years highlighted in yellow reflect triennial re-assessment years. Market values were increased by 7.5% each triennial

The above estimates are speculative, and should be treated as such.

678 Lee Core & Shell Resturant
Renovation
Schematic Design Cost Estimate
11/20/2025

Rockwise STRATEGIES

		Pre-Design - Probable Costs					
		Core & Shell		Fit-Out		TOTAL	
		18,975 SF		18,975 SF		18,975 SF	
Uniformat Section		$/SF	Cost $	$/SF	Cost $	$/SF	Cost $
A10	Foundations	$0.00	$0	$0.00	$0	$0.00	$0
A20	Subgrade Enclosures	$1.01	$19,200	$0.00	$0	$1.01	$19,200
A40	Slab-On-Grade	$0.66	$12,500	$0.00	$0	$0.66	$12,500
	Subtotal A Substructure	**$1.67**	**$31,700**	**$0.00**	**$0**	**$1.67**	**$31,700**
B10	Superstructure	$27.70	$525,560	$0.00	$0	$27.70	$525,560
B20	Exterior Vertical Enclosures	$18.44	$349,875	$0.00	$0	$18.44	$349,875
B30	Exterior Horizontal Enclosures	$22.72	$431,150	$0.00	$0	$22.72	$431,150
	Subtotal B Shell	**$68.86**	**$1,306,585**	**$0.00**	**$0**	**$68.86**	**$1,306,585**
C10	Interior Construction	$1.79	$34,000	$42.88	$813,645	$44.67	$847,645
C20	Interior Finishes	$0.00	$0	$63.71	$1,208,875	$63.71	$1,208,875
	Subtotal C Interiors	**$1.79**	**$34,000**	**$106.59**	**$2,022,520**	**$108.38**	**$2,056,520**
D10	Conveying	$19.08	$362,000	$1.45	$27,500	$20.53	$389,500
D20	Plumbing	$35.00	$664,125	$3.50	$66,413	$38.50	$730,538
D30	Heating, Ventilation, and Air Conditioning	$65.00	$1,233,375	$6.50	$123,338	$71.50	$1,356,713
D40	Fire Protection	$15.00	$284,625	$5.00	$94,875	$20.00	$379,500
D50	Electrical	$65.00	$1,233,375	$10.45	$198,338	$75.45	$1,431,713
D60	Communications	$14.00	$265,650	$2.00	$37,950	$16.00	$303,600
D70	Electrical Safety and Security	$20.00	$379,500	$2.00	$37,950	$22.00	$417,450
D80	Integrated Automation	$15.00	$284,625	$1.50	$28,463	$16.50	$313,088
	Subtotal D Services	**$248.08**	**$4,707,275**	**$32.40**	**$614,825**	**$280.48**	**$5,322,100**
E10	Equipment (By Owner)	$0.00	$0	$0.00	$0	$0.00	$0
E20	Furnishings	$0.00	$0	$30.00	$569,250	$30.00	$569,250
	Subtotal E Equipment & Furnishings	**$0.00**	**$0**	**$30.00**	**$569,250**	**$30.00**	**$569,250**
F10	Special Construction	$0.00	$0	$0.00	$0	$0.00	$0
F20	Facility Remediation	$0.00	$0	$0.00	$0	$0.00	$0
F30	Demolition	$21.91	$415,738	$0.00	$0	$21.91	$415,738
	Subtotal F Special Construction & Demolition	**$21.91**	**$415,738**	**$0.00**	**$0**	**$21.91**	**$415,738**
G10	Site Preparation	$0.00	$0	$0.00	$0	$0.00	$0
G20	Site Improvements	$0.00	$0	$0.00	$0	$0.00	$0
G30	Site Mechanical Utilities	$0.40	$208,725	$0.00	$0	$11.00	$208,725
G40	Electrical Site Improvements	$0.14	$75,900	$0.00	$0	$4.00	$75,900
G90	Miscellaneous Site Construction	$0.00	$0	$0.00	$0	$0.00	$0
	Subtotal G Building Sitework	**$0.54**	**$284,625**	**$0.00**	**$0**	**$15.00**	**$284,625**
Sub-Total Trade Cost		**$357.31**	**$6,779,923**	**$168.99**	**$3,206,595**	**$526.30**	**$9,986,518**
	Design Contingency 10.00%	$35.73	$677,992	$16.90	$320,660	$52.63	$998,652
	Construction Contingency 10.00%	$39.30	$745,791	$18.59	$352,725	$57.89	$1,098,517
	Project Management & Onsite Supervision 5.00%	$21.62	$410,185	$10.22	$193,999	$31.84	$604,184
	Temp. Facilities & Controls 2.00%	$9.08	$172,278	$4.29	$81,480	$13.37	$253,757
	Building Permit, Plan Check Fee & State Surcharge 1.50%	$6.95	$131,793	$3.28	$62,332	$10.23	$194,124
	General Liability & Builders Risk Insurance 1.25%	$5.87	$111,475	$2.78	$52,722	$8.65	$164,197
	Performance and Payment Bond 1.00%	$4.76	$90,294	$2.25	$42,705	$7.01	$132,999
	Contractor Fee 5.00%	$24.03	$455,987	$11.37	$215,661	$35.40	$671,647
	Escalation - By Owner 0.00%	$0.00	$0	$0.00	$0	$0.00	$0
TOTAL PROJECT COST		**$504.65**	**$9,575,717**	**$238.68**	**$4,528,879**	**$743.33**	**$14,104,596**

Alternates

Alternate #1: Marble Façade Rehabilitation	$	352,862
Alternate #2: Basement Perimeter Drainage	$	51,194
Alternate #3: WDF-1 to LVT	$	(6,105)
Alternate #4: New Elevator to Extend to Basement	$	396,472
Alternate #5: Remove Columns on 3rd Floor	$	78,810
Alternate #6: Remove & Replace Existing Elevator	$	265,499

678 Lee Core & Shell Resturant
Renovation
Schematic Design - Core & Shell
11/20/2025

Description	Qty	Unit	Rate	Total
A Substructure				
A10 Foundations				
No work				
Maintenance Shop				
No work				
A20 Subgrade Enclosures				
Water Remediation within the Basement, Infill Cracks & Repair w/ Epoxies	1	LS	$19,200.00	$19,200
A40 Slab-On-Grade				
Infill SOG at Perimeter	1	LS	$6,250.00	$6,250
Infill SOG at Sump Pump Assemblies	1	LS	$6,250.00	$6,250
Total A Substructure				**$31,700**
B Shell				
B10 Superstructure				
Structural Modifications as Necessary, GSF Cost				
- Elevator & Lula Opening Framings	3.20	TN	$6,500.00	$20,800
- Roofing Dunnage Supports	7.70	TN	$6,500.00	$50,050
- Skylight Steel Framing Supports	3.00	TN	$6,500.00	$19,500
- Stair Framing Supports	2.80	TN	$6,500.00	$18,200
- Elevator Underpinning	2.30	TN	$6,500.00	$14,950
- Misc. Metals and Reinforcement, Allowance	4.80	TN	$6,500.00	$31,200
- Wood Joist Sistered at Level 2 Bar Area, 2x12 WD Joists	4,000	LF	$45.00	$180,000
- Wood Joist Sistered at Level 3, 2x12 WD Joists	798	LF	$45.00	$35,910
- Infill Metal Deck w/ Composite SOG Topping	55	SF	$90.00	$4,950
CMU Elevator Core Shaft	1	LS	$150,000.00	$150,000
B20 Exterior Vertical Enclosures				
New Exterior Window Systems	1,674	SF	$175.00	$292,950
Air Sealants & Calking, GSF Cost	18,975	SF	$3.00	$56,925
B30 Exterior Horizontal Enclosures				
New Roofing Assembly, Tapered Insulation, Membrane & Coverboard	6,220	SF	$45.00	$279,900
New Parapet Coping	350	LF	$65.00	$22,750
Skylight on New Roofing Assembly	300	SF	$205.00	$61,500
Dunnage on Roof to Support MEP Equipment	7	LOC	$5,500.00	$38,500
Elevator Overrun Structure	1	LS	$25,000.00	$25,000
Roofing Bulkhead Refurbishment	1	LS	$3,500.00	$3,500
Total B Shell				**$1,306,585**
C Interiors				
C10 Interior Construction				
Self Leveling to Existing Floors, Allow	1	LS	$34,000.00	$34,000
C20 Interior Finishes				
No work				
Total C Interiors				**$34,000**

678 Lee Core & Shell Resturant
Renovation
Schematic Design - Core & Shell
11/20/2025

Description	Qty	Unit	Rate	Total
D Services				
D10 Conveying				
LULA Lift	2	FLT	$40,000.00	$80,000
Elevator: Main Leve, Mezz., 3rd Floor	3	FLT	$60,000.00	$180,000
Wood Stair Framing, Basement to 1st Floor	1	FLT	$19,000.00	$19,000
Wood Stair Framing, 1st Floor to 2nd Floor	1	FLT	$32,000.00	$32,000
Wood Stair Framing, 2nd Floor to 3rd Floor	1	FLT	$32,000.00	$32,000
Wood Stair Framing, 3rd Floor to Roof	1	FLT	$19,000.00	$19,000
D20 Plumbing				
Core & Shell, GSF Cost	18,975	SF	$35.00	$664,125
- New Domestic Water Service				incl. above
- New Sanitary System				incl. above
- Recirculating Hot Water System				incl. above
- Water Heater				incl. above
- Water Softner				incl. above
- Grease Interceptor				incl. above
D30 Heating, Ventilation, and Air Conditioning				
Core & Shell, GSF Cost	18,975	SF	$65.00	$1,233,375
- New HVAC Service				incl. above
D40 Fire Protection				
Core & Shell, GSF Cost	18,975	SF	$15.00	$284,625
- New Fire Protection System				incl. above
D50 Electrical				
Core & Shell, GSF Cost	18,975	SF	$65.00	$1,233,375
- New Electrical Service				incl. above
- Metered Power for New Space				incl. above
- Interior Lighting				incl. above
- Lighting Controls				incl. above
D60 Communications				
Core & Shell, GSF Cost	18,975	SF	$14.00	$265,650
- New Communication Service				incl. above
D70 Electrical Safety and Security				
Core & Shell, GSF Cost	18,975	SF	$20.00	$379,500
- Video Surveillance System; Interior & Exterior				incl. above
D80 Integrated Automation				
Core & Shell, GSF Cost	18,975	SF	$15.00	$284,625
- 'New BAS Systems				incl. above
Total D Services				**$4,707,275**
E Equipment & Furnishings				
E10 Equipment				
No Work				
E20 Furnishings				
No Work				
Total E Equipment & Furnishings				**$0**

678 Lee Core & Shell Resturant
Renovation
Schematic Design - Core & Shell
11/20/2025

Description	Qty	Unit	Rate	Total
F Special Construction & Demolition				
F10 Special Construction				
No Work				
F20 Facility Remediation				
No Work				
F30 Demolition				
Remove WD Partition	116	LF	$25.00	$2,888
Remove D/F/H, Interior	10	EA	$150.00	$1,500
Remove D/F/H, Exterior	2	EA	$220.00	$440
Remove Stairs, Basement to 1st Floor	1	FLT	$3,500.00	$3,500
Remove Stairs, 1st Floor to 2nd Floor	1	FLT	$6,500.00	$6,500
Remove Stairs, 2nd Floor to 3rd Floor	1	FLT	$6,500.00	$6,500
Remove Concrete Partition	252	LF	$75.00	$18,900
Remove Handrail & Guardrail	60	LF	$40.00	$2,400
Remove Exterior Window Systems	1,674	SF	$15.00	$25,110
Remove Exterior Infilled Wall	5	EA	$650.00	$3,250
Remove Existing Flooring	18,975	SF	$1.00	$18,975
Remove Roofing Assembly	6,220	SF	$5.00	$31,100
Remove Coping	350	LF	$15.00	$5,250
Remove Roof for New Skylight	320	SF	$7.50	$2,400
Concrete Slab Openings for MEP Chases	80	SF	$30.00	$2,400
Remove MEP Systems	18,975	SF	$15.00	$284,625
- Plumbing	18,975	SF		incl. above
- HVAC	18,975	SF		incl. above
- Electrical	18,975	SF		incl. above
Total F Special Construction & Demolition				**$415,738**
G Building Sitework				
G10 Site Preparation				
No Work				
G20 Site Improvements				
No Work				
G30 Site Mechanical Utilities				
Utility Upgrades, GSF Cost	18,975	SF	$11.00	$208,725
- New 4" Domestic Water Service				incl. above
- New 6" Fire Water Service				incl. above
- New Storm Water Service				incl. above
				incl. above
G40 Electrical Site Improvements				
Utility Upgrades, GSF Cost	18,975	SF	$4.00	$75,900
G90 Miscellaneous Site Construction				
No Work				
Total G Building Sitework				**$284,625**

678 Lee Core & Shell Resturant
Renovation
Schematic Design - Core & Shell
11/20/2025

Description	Qty	Unit	Rate	Total
Sub-Total Trade Cost				**$6,779,923**
Mark-Ups				
Design Contingency			10.00%	$677,992
Construction Contingency			10.00%	$745,791
Project Management & Onsite Supervision			5.00%	$410,185
Temp. Facilities & Controls			2.00%	$172,278
Building Permit, Plan Check Fee & State Surcharge			1.50%	$131,793
General Liability & Builders Risk Insurance			1.25%	$111,475
Performance and Payment Bond			1.00%	$90,294
Contractor Fee			5.00%	$455,987
Escalation - By Owner			0.00%	$0
TOTAL PROJECT COST - OPTION A				**$9,575,717**

678 Lee Core & Shell Resturant
Renovation
Schematic Design - Fit-Out
11/20/2025

Description	Qty	Unit	Rate	Total
A Substructure				
A10 Foundations				
No Work				
A20 Subgrade Enclosures				
No Work				
A40 Slab-On-Grade				
No Work				
Total A Substructure				**$0**
B Shell				
B10 Superstructure				
No Work				
B20 Exterior Vertical Enclosures				
No Work				
B30 Exterior Horizontal Enclosures				
No Work				
Total B Shell				**$0**
C Interiors				
C10 Interior Construction				
Fit-Out, GSF Cost	18,975	SF	$35.00	$664,125
- Interior Partitions	6,036	SF	$20.00	$120,720
- Interior Chase Partitions	2,400	SF	$12.00	$28,800
C20 Interior Finishes				
Fit-Out, Finish GSF Cost	18,975	SF	$50.00	$948,750
- Main Stair Accent Wall	500	SF	$50.00	$25,000
- Remove & Replace Gurdrails on Main Stairs	125	LF	$175.00	$21,875
- Main Bar w/ Accents	52	LF	$750.00	$39,000
- Secondary Bar w/ Accents	15	LF	$750.00	$11,250
- Sushi Bar w Accents	40	LF	$750.00	$30,000
- Reception Desk	1	EA	$12,500.00	$12,500
- Reception Half Wall	1	EA	$9,250.00	$9,250
- Wine Sorage	25	LF	$1,000.00	$25,000
- Double Shutter Door Windows, Interior	2	EA	$3,500.00	$7,000
- Decorative Steel Guardrail	17	LF	$250.00	$4,250
- Built-In Dining Seating	100	LF	$750.00	$75,000
Total C Interiors				**$2,022,520**

678 Lee Core & Shell Resturant
Renovation
Schematic Design - Fit-Out
11/20/2025

Description	Qty	Unit	Rate	Total
D Services				
D10 Conveying				
Elevator Cab Finish Refurbishment	1	EA	$27,500.00	$27,500
D20 Plumbing				
Fit-Out, GSF Cost	18,975	SF	$3.50	$66,413
- New Water Service				incl. above
- Recirculating Hot Water System				incl. above
- Water Heater: Natural Gas				incl. above
- New Sanitary System				incl. above
D30 Heating, Ventilation, and Air Conditioning				
Fit-Out, GSF Cost	18,975	SF	$6.50	$123,338
- New HVAC Service				incl. above
D40 Fire Protection				
Fit-Out, GSF Cost	18,975	SF	$5.00	$94,875
D50 Electrical				
Fit-Out, GSF Cost	18,975	SF	$6.50	$123,338
- Metered Power for all new addition space				incl. above
- Interior Lighting				incl. above
- Lighting Controls				incl. above
- Specialty Lighting	1	LS	$75,000.00	$75,000
D60 Communications				
Fit-Out, GSF Cost	18,975	SF	$2.00	$37,950
D70 Electrical Safety and Security				
Fit-Out, GSF Cost	18,975	SF	$2.00	$37,950
- Card Readers Keypads Intrusion Detection & Door Contact Alarms				incl. above
- Video Surveillance System; Interior & Exterior				incl. above
D80 Integrated Automation				
Fit-Out, GSF Cost	18,975	SF	$1.50	$28,463
Total D Services				**$614,825**
E Equipment & Furnishings				
E10 Equipment				
E20 Furnishings				
Building Furnishings, GSF Cost	18,975	SF	$30.00	$569,250
Total E Equipment & Furnishings				**$569,250**

678 Lee Core & Shell Resturant
Renovation
Schematic Design - Fit-Out
11/20/2025

Description	Qty	Unit	Rate	Total
F Special Construction & Demolition				
F10 Special Construction				
No Work				
F20 Facility Remediation				
No Work				
F30 Demolition				
No Work				
Total F Special Construction & Demolition				**$0**
G Building Sitework				
G10 Site Preparation				
No Work				
No Work				
Improvements to Existing Site				
G30 Site Mechanical Utilities				
No Work				
G40 Electrical Site Improvements				
No Work				
G90 Miscellaneous Site Construction				
No Work				
Total G Building Sitework				**$0**
Sub-Total Trade Cost				**$3,206,595**
Mark-Ups				
Design Contingency			10.00%	$320,660
Construction Contingency			10.00%	$352,725
Project Management & Onsite Supervision			5.00%	$193,999
Temp. Facilities & Controls			2.00%	$81,480
Building Permit, Plan Check Fee & State Surcharge			1.50%	$62,332
General Liability & Builders Risk Insurance			1.25%	$52,722
Performance and Payment Bond			1.00%	$42,705
Contractor Fee			5.00%	$215,661
Escalation - By Owner			0.00%	$0
TOTAL PROJECT COST - OPTION B				**$4,528,879**

Attachment 2

678 Lee Core & Shell Resturant
Renovation
Schematic Design - Alternates
11/20/2025

Description	Qty	Unit	Rate	Total
Alternate #1: Marble Façade Rehabilitation				
Remediate Exterior Enclosure Marble	1	LS	$273,120.00	$273,120
Mark-Ups	1	LS	$79,742.07	$79,742
Total Alternate #1: Marble Façade Rehabilitation				**$352,862**
Alternate #2: Basement Perimeter Drainage				
Excavate & Backfill w/ Gravel Perimeter Drain	1	LS	$16,650.00	$16,650
Concrete Infill SOG at Perimeter Drain	1	LS	$13,875.00	$13,875
Sump Pump w/ Associated Piping	1	LS	$9,100.00	$9,100
Mark-Ups	1	LS	$11,569.20	$11,569
Total Alternate #2: Basement Perimeter Drainage				**$51,194**
Alternate #3: WDF-1 to LVT				
Wood Flooring to LVT	1	LS	-$4,725.00	-$4,725
Mark-Ups	1	LS	-$1,379.54	-$1,380
Total Alternate #3: WDF-1 to LVT				**-$6,105**
Alternate #4: New Elevator to Extend to Basement				
Elevator Cab	1	FLT	$60,000.00	$60,000
CMU Shaft, Extend to Basement	1	LS	$46,875.00	$46,875
Elevator Pit	1	LS	$55,000.00	$55,000
Structural Supports	1	LS	$125,000.00	$125,000
Foundation Underpinnings	1	LS	$100,000.00	$100,000
LULA Lift	1	LS	-$80,000.00	-$80,000
Mark-Ups	1	LS	$89,597.42	$89,597
Total Alternate #4: New Elevator to Extend to Basement				**$396,472**
Alternate #5: Remove Columns on 3rd Floor				
Remove Existing Columns	2	EA	$9,500.00	$19,000
Structural Supports to Carry Loads	1	LS	$42,000.00	$42,000
Mark-Ups	1	LS	$17,810.00	$17,810
Total Alternate #5: Remove Columns on 3rd Floor				**$78,810**
Alternate #6: Remove & Replace Existing Elevator				
Remove Existing Elevator	1	LS	$25,500.00	$25,500
New Elevator in-place of Existing	3	FLTS	$60,000.00	$180,000
Mark-Ups	1	LS	$59,999.25	$59,999
Total Alternate #6: Remove & Replace Existing Elevator				**$265,499**
Sub-Total Trade Cost				**$1,138,733**
Mark-Ups				
Design Contingency			10.00%	$113,873
Construction Contingency			10.00%	$125,261
Project Management & Onsite Supervision			5.00%	$68,893
Temp. Facilities & Controls			2.00%	$28,935
Building Permit, Plan Check Fee & State Surcharge			1.50%	$22,135
General Liability & Builders Risk Insurance			1.25%	$18,723
Performance and Payment Bond			1.00%	$15,166
Contractor Fee			5.00%	$76,586
Escalation - By Owner			0.00%	$0
TOTAL PROJECT COST				**$1,608,306**

Attachment 2

CITY OF DES PLAINES

RESOLUTION R - 164 - 26

A RESOLUTION DESIGNATING THE AREA INCLUDING THE PROPERTY LOCATED AT 678 LEE STREET IN THE CITY OF DES PLAINES AS BLIGHTED AND IN NEED OF RENEWAL.

WHEREAS, the City of Des Plaines (***"City"***) is a home rule municipality pursuant to Section 6(a), Article VII of the 1970 Constitution of the State of Illinois, and may exercise any power and perform any function pertaining to its government and affairs; and

WHEREAS, the area of the City lacking in development and economic activity depicted on ***Exhibit A***, attached to, and by this reference, made a part of this Resolution (***"Area"***) has come to the attention of the City Council; and

WHEREAS, the property commonly known as 678 Lee Street in the City owned by the City, and legally described in ***Exhibit B***, attached to and, by this reference, made a part of this Resolution (collectively, the ***"Subject Property"***), is located in the Area; and

WHEREAS, the Subject Property consists of approximately 8,002 square feet, and improved with a 18,390 square foot former commercial bank building constructed in 1927 ("***Bank Building***"); and

WHEREAS, the City Council has evaluated the Area to determine if the Area constitutes a "blighted area" under the laws of the State of Illinois; and

WHEREAS, both the Illinois Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-l *et seq*. (***"TIF Act"***), and the Commercial Renewal and Redevelopment Areas Act, 65 ILCS 5/11-74.2-2-1 *et seq.* (***"Renewal Act"***), provide guidance and criteria for determining whether an area is blighted; and

WHEREAS, pursuant to Section 11-74.4-3(a)(1) of the TIF Act, 65 ILCS 5/l l-74.4-3(a)(1), a blighted area includes the presence of at least five of the following thirteen factors: (l) dilapidation; (2) obsolescence; (3) deterioration; (4) presence of structures below minimum code standards; (5) illegal use of individual structures; (6) excessive vacancies; (7) lack of ventilation, light, or sanitary facilities; (8) inadequate utilities; (9) excessive land coverage and overcrowding of structures and community facilities; (10) deleterious land-use or layout; (11) need for environmental clean-up; (12) lack of community planning; and (13) the total equalized assessed value of the proposed redevelopment project area has declined three of the last five years; and

WHEREAS, pursuant to Section 11-74.2-2(b) the Renewal Act, 65 ILCS 5/11-74.2-2(b), a blighted area includes the presence of a combination of at least five of the following fourteen factors: (1) age; (2) dilapidation; (3) obsolescence; (4) deterioration; (5) illegal use of individual structures; (6) presence of structures below minimum code standards; (7) excessive vacancies; (8) overcrowding of structures and community facilities; (9) lack of ventilation, light or sanitary

facilities; (10) inadequate utilities; (11) excessive land coverage; (12) deleterious land use or layout; (13) depreciation or lack of physical maintenance; and (14) lack of community planning; and

WHEREAS, the City Council has reviewed that certain report titled "The Need for a Class7(B) Incentive to Ensure Feasibility for the Redevelopment of the Property Located at 678 Lee Street, Des Plaines, Illinois 60016" prepared by Strategic Project Management, Inc. dated June 24, 2026 (***"Report"***) regarding the condition of the Area; and

WHEREAS, the Report contains the following determinations regarding the Area, which the Corporate Authorities adopt as findings by reference:

A. Deterioration of Building & Surface Improvements: A significant amount of the Subject Property displays signs of deteriorated conditions defects including, but were not limited to, the roof, damaged fasciae, doors, windows, entryways, rotting wood, missing mortar, damaged gutters, eaves and downspouts (requiring replacement). Additionally, conditions found were characterized by occurrences that included the following:

1. Broken and missing brick or other exterior materials.

2. Deterioration of brick and mortar.

3. Damaged metal frames on structures; and

4. Rusted/damaged gutters.

B. Obsolescence: The Bank Building features a heavy, concrete-reinforced bank vault and a spatial layout designed strictly for early 20th century retail banking, which is functionally incompatible with modern commercial or standard retail needs without massive structural configuration. The Bank Building has suffered from its long vacancy, proving that its current configuration cannot command productive market-rate rents or attract standard private sector tenants without municipal intervention. Additionally, the Bank Building pre-dates most modern buildings and life/safety codes. And for this reason, older structures like the Bank Building are not only functionally obsolescent, but economically obsolescent as well given the cost of such improvements versus their likely economic value.

C. Lack of Community Planning: The lack of an adequate Capital Projects Plan or Comprehensive Plan for the Area in the 1920s provided no guidance for development in the area beyond the zoning. While improvements to the Area may have taken place over the years, they were implemented without the guidance of the City's modern 2019 Comprehensive Plan or 2026 Capital Improvement Program directed toward long-term benefit for the City. Additionally, modern building codes, planning standards, and electronic/internet infrastructure were not available when the Area was developed.

D. Inadequate Utilities and Building Systems: Portions of the Subject Property**'s** water, storm and sanitary sewer systems are at or near the end of their useful lives and are in need of upgrade and/or replacement due to both existing inadequacies and due to lack of capacity to serve future redevelopment needs. Additionally, the possibility of insufficient on-site detention or retention of stormwater due to constantly changing climate conditions contribute to the inadequacy of the site utilities**.**

E. Excessive Vacancies: The Subject Property has been vacant for at least six years. In addition, the Bank Building shows evidence of deterioration, as noted (see finding #1 above), and serves to illustrate weak demand for commercial properties along, or nearby, the major business corridors. The physical condition of the Bank Building's structure indicates long-term disinvestment by the private sector, which cannot be depended on to address the myriad issues with the Area, the Subject Property, and the Bank Building.

WHEREAS, the City Council has determined that the Report provides sufficient support for a conclusion that the Area is a blighted area applying the factors set forth in the TIF Act and the Renewal Act;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the City Council.

SECTION 2: FINDINGS. The City Council hereby finds that at least the following blight factors are present within the Area:

A. Deterioration of Building and Surface Improvements;

B. Obsolescence;

C. Lack of Community Planning;

D. Inadequate Utilities; and

E. Excessive Vacancies.

SECTION 3: DETERMINATION OF BLIGHT. Based on the findings set forth in Section 2 of this Ordinance, the City Council has determined that:

A. The Area is a blighted area;

B. Unless corrected, the blighted condition of the Area will persist and continue to delay any future economic development within the Area; and

C. The Area is therefore in need of redevelopment and renewal to prevent the spread of blight.

SECTION 4: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law.

PASSED this _____ day of _____, 2026.

APPROVED this _____ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

MAYOR

ATTEST:

CITY CLERK

Approved as to form:

Peter M. Friedman, General Counsel

DP-Resolution Designating 678 Lee as Blighted

EXHIBIT A

DEPICTION OF THE AREA

EXHIBIT B

LEGAL DESCRIPTION OF SUBJECT PROPERTY

THE SOUTHWESTERLY 64.10 FEET OF THE NORTHEASTERLY 68.10 FEET OF THE SOUTHEASTERLY 100 FEET OF LOT 2; ALSO THE NORTHWESTERLY 25 FEET OF THE SOUTHEASTERLY 125 FEET OF THE NORTHEASTERLY 64.10 FEET OF LOT 2 IN THE RESUBDIVISION OF LOT 1 (EXCEPT THE SOUTH 68 FEET THEREOF) IN BLOCK 3 IN PARSON AND LEE'S ADDITION TO DES PLAINES, A SUBDIVISION IN SECTION 17, TOWNSHIP 41 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

Commonly known as: 678 Lee Street, Des Plaines, IL 60016

Permanent index number: 09-17-418-044-0000

CITY OF DES PLAINES

RESOLUTION R - 165 - 26

A RESOLUTION SUPPORTING AND CONSENTING TO A COOK COUNTY CLASS 7b CLASSIFICATION FOR THE PROPERTY LOCATED AT 678 LEE STREET, DES PLAINES, ILLINOIS.

WHEREAS, the City of Des Plaines (the ***"Applicant"***) is the owner of that certain property, comprising approximately 0.18 acres in the City of Des Plaines, commonly known as 678 Lee Street and legally described in **Exhibit A** attached to, and by this reference made a part of, this Resolution (***"Subject Property"***); and

WHEREAS, the Subject Property is currently improved with a vacant commercial office building comprised of approximately 10,650 square feet; and

WHEREAS, in order to facilitate the redevelopment of Subject Property with a proposed three-story dine-in restaurant (***"Proposed Use"***), the Applicant proposes to invest in permanent site improvements associated with and including a complete interior and exterior renovation (collectively, the ***"Proposed Improvements"***) with an estimated cost to construct the Proposed Improvements exceeding $5,000,000; and

WHEREAS, the Proposed Use on the Subject Property is expected to employ at least 110 full-time employees and 40 part time employees within two years after the completion of the Proposed Improvements; and

WHEREAS, the Applicant has entered into a lease agreement with 10 Scents, LLC, which plans to operate the Proposed Use following completion of the Proposed Improvements; and

WHEREAS, pursuant to Section 74-62 of the Cook County Real Property Assessment Classification Ordinance ("***Classification Ordinance***"), certain real property that qualifies as "blighted" pursuant to Section 74-65(a) of the Classification Ordinance, and is substantially renovated, or is the site of new construction and subsequently used primarily for buying and selling of goods and services, or for otherwise providing goods and services, including any real estate used for hotel and motel purposes may be classified as Class 7b ("***Class 7b Classification***"), which temporarily reduces the property tax assessment in order to promote the construction of and rehabilitation of real estate used for commercial purposes; and

WHEREAS, pursuant to Sections 74-62(b) and 74-63(10) of the Classification Ordinance, the Applicants intend to file with the Office of the Assessor of Cook County an application for Class 7b Classification for the Subject Property under the eligibility criteria of "substantial rehabilitation" and "occupation of abandoned property" with no special circumstances; and

WHEREAS, the Applicants intend to file with the Office of the Assessor of Cook County an application for approval of the Class 7b Classification of the Subject Property for a period of 12 years; and

WHEREAS, on July 7, 2026, the City Council adopted Resolution R-164-26 designating the Subject Property as blighted and in need of renewal; and

WHEREAS, the Applicant's Proposed Use of, and Proposed Improvements to, the Subject Property will provide economic benefits to the City of Des Plaines, Cook County, and the greater Chicagoland region; and

WHEREAS, the Applicant would be unable to complete the redevelopment of the Subject Property with the Proposed Improvements but for the classification of the Subject Property as Class 7b under the Classification Ordinance; and

WHEREAS, the Applicant has filed with the City an Economic Disclosure Statement; and

WHEREAS, if the Class 7b Classification for the Subject Property is approved, the Applicant will complete the Proposed Improvements and cause the Subject Property to be reoccupied with the Proposed Use; and

WHEREAS, the Applicant's use of the Subject Property will provide needed employment opportunities to residents of the City;

WHEREAS, the City Council finds that the Applicant's planned Redevelopment of the Subject Property meets the five eligibility requirements for the Class 7B Classification as set forth in the Classification Ordinance. Specifically, (1) the Subject Property is located within a blighted area in need of increased commercial development as identified by the City of Des Plaines in Resolution R-164-26; (2) the real estate taxes within said area, during the last six years, have declined, remained stagnant, or are not being fully realized due to the depressed condition of the area; (3) that the Proposed Improvements are both reasonable and viable and that the redevelopment of the Subject Property is likely to go forward on a reasonably timely basis if the Class 7b Classification is granted; (4) that the redevelopment of the Subject Property with the Proposed Improvements as planned by the Applicant would not be feasible and would not go forward without the Class 7b Classification; and (5) that the granting of the Class 7b Classification will result in an increase in real property tax revenue and an increase in and retention of employment opportunities within the area; and

WHEREAS, the City Council believes that the Applicant's redevelopment of the Subject Property with the Proposed Improvements will serve the residents of the City and surrounding communities and, that without a Class 7b Classification, the Subject Property will remain underutilized, which will only exacerbate blight in the area surrounding the Subject Property; and

WHEREAS, to promote commercial growth, create new and retain current employment opportunities within the City and expand and further diversify the tax base of the City, the City Council declares that it is necessary and in the best interests of the City to consent to and support

the Class 7b Classification for the redevelopment and revitalization of the Subject Property pursuant to the Classification Ordinance;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the City Council.

SECTION 2: DETERMINATION OF ELIGIBILITY AND APPROPRIATENESS. The City Council hereby finds and determines that: (a) the Subject Property is appropriate for the Class 7b Classification pursuant to the Classification Ordinance based upon occupation of a blighted property that has been vacant for more than 12 months; (b) Class 7b Classification of the Subject Property is necessary for the redevelopment of the Subject Property and completion of the Proposed Improvements; (c) the completion of the Redevelopment is necessary for the Applicants to occupy the Subject Property; and (d) the Subject Property constitutes a substantial rehabilitation and occupation of abandoned property with no special circumstances under the purpose of Class 7b Classification.

SECTION 3: WAIVER FROM CITY CRITERIA. The City Council hereby finds that a waiver from the City of Des Plaines' internal policy requiring the addition of at least 100 new full-time employees within two years of opening the proposed location is appropriate for the Subject Property. In lieu of this requirement, the Council approves the Applicants' commitment to partner with the contract purchaser of the Subject Property to establish at least 100 new full-time positions associated with the Proposed Use of the Subject Property within two years, as set forth in the Applicants' proposal for the Subject Property.

SECTION 4: SUPPORT AND CONSENT TO CLASS 7b CLASSIFICATION. Pursuant to the County Classification Ordinance, the City Council hereby approves, consents to, and supports the classification of the Subject Property as Class 7b property, but only if the Subject Property is continuously used for the Proposed Use by the Applicants, or one of its affiliates, successors, or other entity approved by the City Council by resolution duly adopted.

SECTION 5: DELIVERY. The City Clerk is hereby authorized and directed to transmit a certified copy of this Resolution to the Applicants. The Applicants shall be responsible for presenting such certified copy to the Board of Commissioners of Cook County and filing such certified copy with the Office of the Cook County Assessor.

SECTION 6: CONDITIONS OF SUPPORT. The Applicants, or their successor in interest, shall, no later than two years after a certificate of occupancy is issued for the Proposed Improvements, submit documentary proof in a form satisfactory to the City Attorney that no fewer than 100 full-time employment positions have been established and maintained upon the Subject Property in connection with the Proposed Use. In the event that the Applicants are unable to provide proof of their satisfaction of this condition within the required time period, the City will have the right, but not the obligation, to repeal this Resolution and withdraw its consent and support for the 7b Classification of the Subject Property. The City Council may only withdraw its consent

by a resolution duly adopted by the City Council and transmitted to the Secretary of the Board of Commissioners of Cook County and the Office of the Assessor.

SECTION 7: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law.

[SIGNATURE PAGE FOLLOWS]

PASSED this _____ day of _____, 2026.

APPROVED this _____ day of _____, 2026.

VOTE: AYES _____ NAYS _____ ABSENT _____

_____
MAYOR

ATTEST:

_____
CITY CLERK

Approved as to form:

_____
Peter M. Friedman, General Counsel

EXHIBIT A

LEGAL DESCRIPTION

THE SOUTHWESTERLY 64.10 FEET OF THE NORTHEASTERLY 68.10 FEET OF THE SOUTHEASTERLY 100 FEET OF LOT 2; ALSO THE NORTHWESTERLY 25 FEET OF THE SOUTHEASTERLY 125 FEET OF THE NORTHEASTERLY 64.10 FEET OF LOT 2 IN THE RESUBDIVISION OF LOT 1 (EXCEPT THE SOUTH 68 FEET THEREOF) IN BLOCK 3 IN PARSON AND LEE'S ADDITION TO DES PLAINES, A SUBDIVISION IN SECTION 17, TOWNSHIP 41 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

Commonly known as: 678 Lee Street, Des Plaines, IL 60016

Permanent index number: 09-17-418-044-0000