

COMMITTEE OF THE WHOLE
JUNE 17, 2025
VILLAGE BOARD ROOM
2200 HARNISH DRIVE, ALGONQUIN
7:45 P.M.

Trustee Spella – Chairperson
Trustee Glogowski
Trustee Dianis
Trustee Smith
Trustee Brehmer
Trustee Auger
President Sosine

∞ AGENDA ∞

- 1. Roll Call – Establish a Quorum**
- 2. Public Comment – Audience Participation**
(Persons wishing to address the Committee must register with the Chairperson prior to roll call.)
- 3. Community Development**
 - A. Consider a Request to Deem the Special Uses for a Self-Storage Facility and Car Wash Expired in the 2075 Redevelopment Subdivision
 - B. Consider a Special Use Permit to Allow a Specialty Recreation Facility-Sky Zone
- 4. General Administration**
- 5. Public Works & Safety**
 - A. Consider an Agreement with Christopher Burke Engineering for the Huntington Drive Phase I Engineering
 - B. Consider an Agreement with Christopher Burke Engineering High Hill Unit 3 Improvements Phases I/II Engineering
 - C. Consider an Agreement with Currie Motors Fleet for the Purchase of a 2025 Ford F150
- 6. Executive Session (if needed)**
- 7. Other Business**
- 8. Adjournment**



Village of Algonquin

2200 Harnish Drive, Algonquin, IL
(847) 658-2700 | www.algonquin.org

AGENDA ITEM

MEETING TYPE: Committee of the Whole

MEETING DATE: June 17, 2025

SUBMITTED BY: Patrick M. Knapp, AICP, Director

DEPARTMENT: Community Development Department

SUBJECT: Consideration of a Request to Deem the Special Uses for a Self-Storage Facility and Car Wash Expired in the 2075 Redevelopment Subdivision

REQUEST:

On December 17, 2019, the Village Board approved Ordinance 2019-O-42 which approved a Final Plat and Final PUD and also issued a Special Use Permit for a Self-Storage Facility, a Car Wash, and a Drive Through Restaurant with Outdoor Seating at 2075 East Algonquin Road. Since approval, only the Special Use Permit for a Drive Through Restaurant with Outdoor Seating is being used. Village Code Chapter 21.12.E.5 grants the Village Board the sole discretion to determine whether a Special Use should officially expire if the Special Use is never established and used.

Staff is requesting that the Village Board deem the Special Use Permit for a Self-Storage Facility on Lot 1 (2075 E Algonquin Road) and the Special Use Permit for an Automotive Car Wash on Lot 2 (2055 E Algonquin Road) expired as these Special Uses have failed to be established since approval in December of 2019.

BACKGROUND:

Below is the timeline of the major milestones for the former bowling alley (2075 E Algonquin Road). Note that there was a general policy in place for leniency in project delays if the delays were caused by the COVID-19 Pandemic and/or material shortages. This policy was generally in place through 2023. A full timeline for this Planned Development is attached as Exhibit A.

Date	Description
12/17/19	Village Board PUD/Plat/SUP Approval
6/7/22	Building permit for converting the bowling alley to a self-storage facility was submitted.
7/5/22	Building permit approved for payment and issuance.
12/7/22	Building permit approval expired. Applicant never paid.

Continued on next page

9/20/23	Building permit for converting the bowling alley to a self-storage facility was resubmitted. <i>Note that there was a delay in resubmittal because the Village updated the building codes which required the applicant to update the building plans to comply with the new code.</i>
10/12/23	Building permit approved for payment and issuance.
3/18/24	Building permit was paid which included the plan review fee from the first submittal. The applicant still needed to submit contractor and license information before the full issuance of the building permit.
6/7/24	Building permit was officially issued after all contractor and license information was submitted.
12/7/24	Building permit extended. Applicant paid a fee in the amount of 25% of the full permit fee to extend the building permit for 6 additional months of approval
6/7/25	Building permit expired as no work occurred in the building and also no inspections have ever been scheduled.

Below is the timeline of the major milestones for the car wash. A full timeline for this Planned Development is attached as Exhibit A.

Date	Description
12/17/19	Village Board PUD/Plat/SUP Approval
3/23/23	Site developer reached out to request a review of a different car wash design. Staff provided feedback on the changes.
7/12/23	Site developer reached out to request a PUD Amendment. Staff provided the process and there was no response.

DISCUSSION:

Staff has given the developers of the car wash and the self-storage facility ample amount of time to establish their respective Special Uses that were approved over five years ago. Additionally, the building permit for the bowling alley conversion cannot be extended because the applicant has not demonstrated a justifiable cause (IBC section 106.5) for the extension.

RECOMMENDATION

Staff recommends that the Committee of the Whole advance this matter to the Village Board to approve an Ordinance that deems the Special Use Permit for a Self-Storage Facility on Lot 1 and the Special Use Permit for an Automotive Car Wash on Lot 2, as approved in Ordinance 2019-O-42, expired as these Special Uses were never established.

ATTACHMENT:

- Exhibit A. Full timeline of the major milestones for this Planned Development
- Exhibit B. Ordinance 2019-O-42
- Exhibit C. Final Site Plan for the 2075 East Algonquin Road Planned Development

EXHIBIT A:

Full timeline of the major milestones for the 2075 E Algonquin Road Planned Development

Date	Regarding	Description
12/17/19	Entire Site	Village Board PUD/Plat/SUP Approval
12/13/21	Common Infrastructure	Preconstruction Meeting
6/3/22	Common Infrastructure & Popeye's Site Work	Site Development Permit Issued
6/7/22	Bowling Alley	Building permit for converting the bowling alley to a self-storage facility was submitted.
7/5/22	Bowling Alley	Building permit approved for payment and issuance.
11/14/22	Popeye's	Building permit issued
12/7/22	Bowling Alley	Building permit approval expired. Applicant never paid.
3/23/23	Car Wash	Site developer reached out to request a review of a different building design. Staff provided feedback on the changes.
7/12/23	Car Wash	Site developer reached out to request a PUD Amendment. Staff provided the process and there was no response.
9/20/23	Bowling Alley	Building permit was resubmitted. <i>Note that there was a delay in resubmittal because the Village updated the building codes which required the applicant to update the building plans to comply with the new code.</i>
10/12/23	Bowling Alley	Building permit approved for payment and issuance.
11/27/23	Popeye's	Final Certificate of Occupancy is issued.
3/18/24	Bowling Alley	Building permit was paid which included the plan review fee from the first submittal. The applicant still needed to submit contractor and license information before the full issuance of the building permit.
6/3/24	Common Infrastructure	Site Development Permit completed
6/7/24	Bowling Alley	Building permit was officially issued after all contractor and license information was submitted.
12/7/24	Bowling Alley	Building permit extended. Applicant paid a fee in the amount of 25% of the full permit fee to extend the building permit for 6 additional months of approval
6/7/25	Bowling Alley	Building permit expired as no work occurred in the building and also no inspections have ever been scheduled.

An Ordinance Approving a Final Plat of Subdivision, Final Planned Unit Development and Special Use Permit for a Self-Storage Facility (Lot 1), Automotive Car Wash (Lot 2), and Drive Through Restaurant with Outdoor Seating (Lot 3) On the Property Formerly Known as Brunswick Zone (2075 E. Algonquin Road)

WHEREAS, the Village of Algonquin, McHenry and Kane Counties, Illinois, is a home rule municipality as contemplated under Article VII, Section 6, of the Constitution of the State of Illinois, and the passage of this Ordinance constitutes an exercise of the Village’s home rule powers and functions as granted in the Constitution of the State of Illinois; and

WHEREAS, the Village of Algonquin has been requested by a petition signed by Steve Schwartz, the property owner, to approve a Final Plat of Subdivision, Final Planned Unit Development, and Special Use Permit for a Self-Storage Facility (Lot 1), Automotive Car Wash (Lot 2), and Drive Through Restaurant with Outdoor Seating (Lot 3) on certain territory legally described as follows:

PART OF THE SOUTHEAST QUARTER OF SECTION 35, TOWNSHIP 43 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF SAID SECTION; THENCE NORTH 86 DEGREES 11 MINUTES 06 SECONDS EAST ALONG THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION, 273.02 FEET TO THE POINT OF BEGINNING FOR THE FOLLOWING DESCRIBED PARCEL; THENCE NORTH 00 DEGREES 27 MINUTES 42 SECONDS EAST, PARALLEL WITH THE WEST LINE OF THE NORTHEAST QUARTER OF SAID SECTION, 142.65 FEET; THENCE NORTH 53 DEGREES 40 MINUTES 06 SECONDS WEST, 195.06 FEET; THENCE NORTH 35 DEGREES 57 MINUTES 31 SECONDS EAST, 495.04 FEET TO THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF ALGONQUIN ROAD; THENCE SOUTH 53 DEGREES 47 MINUTES 44 SECONDS EAST ALONG THE SOUTHWESTERLY RIGHT OF WAY LINE OF SAID ALGONQUIN ROAD, 449.13 FEET TO A POINT WHICH IS 559.0 FEET (AS MEASURED ALONG SAID SOUTHWESTERLY RIGHT-OF-WAY LINE) FROM THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION; THENCE SOUTH 36 DEGREES 11 MINUTES 43 SECONDS WEST, AT RIGHT ANGLES TO THE LAST DESCRIBED COURSE, 469.6 FEET TO THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION; THENCE SOUTH 86 DEGREES 11 MINUTES 06 SECONDS WEST, ALONG THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION, 220. 27 FEET TO THE POINT OF BEGINNING EXCEPT THAT PART TAKEN FOR ALGONQUIN ROAD, IN MCHENRY COUNTY, ILLINOIS.

and commonly known as 2075 E. Algonquin Road, Algonquin, IL 60102 (“Subject Property”); and

WHEREAS, a public hearing was held before the Algonquin Planning and Zoning Commission, after due notice in the manner provided by law; and

WHEREAS, the Algonquin Planning and Zoning Commission, after deliberation, has made a report and recommended the approval of said final plat of subdivision, final planned unit development, and special use permits for the Subject Property; and

WHEREAS, the Village Board of Trustees has considered the findings of fact, based upon the evidence presented at the public hearing to the Algonquin Planning and Zoning Commission by the petitioners.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the VILLAGE OF ALGONQUIN, McHenry and Kane Counties, Illinois, as follows:

SECTION 1: The final plat of subdivision, final planned unit development, and special use permit for a self-storage facility on Lot 1, automotive car wash on Lot 2, and drive-through restaurant with outdoor seating on Lot 3 is hereby approved, subject to the following documents and conditions:

- A. The site construction, utility installation and grading shall not commence until a Site Development Permit has been issued by the Village and all offsite and onsite utilities serving the subject property shall be underground, and water and sanitary sewer permits have been issued by the Illinois Environmental Protection Agency;
- B. The Final Plat of Subdivision prepared by Arc Design Resources, Inc. with the latest revision date of August 6, 2019 shall be revised to incorporate the comments noted below and in the September 4, 2019 memorandum from Christopher Burke Engineering, the August 28, 2019 memorandum from the Algonquin-Lake in the Hills Fire District, and the September 12, 2019 Public Works memo. The plat shall be revised to extend the 35-foot cross access easement through the stormwater detention area up to the west property line, to provide the opportunity for future cross-access to the west;
- C. The Site Plan prepared by Reitan Architects, LLC with the latest revision date of July 15, 2019 shall be revised to incorporate the comments noted below and in the September 4, 2019 memorandum from Christopher Burke Engineering, the August 28, 2019 memorandum from the Algonquin-Lake in the Hills Fire District, and the September 12, 2019 Public Works memo. The Village Engineer recommended adding a left turn lane on East Algonquin Road, to serve the full access into the site, and the project engineer shall evaluate the feasibility of adding a turn lane in consultation with IDOT which has jurisdiction over the roadway. The project engineer shall also evaluate the feasibility of adding sidewalk along Rt. 62 in coordination with IDOT;
- D. The Final Engineering Plans prepared by ARC Design Resources, Inc. with the latest revision date of August 9, 2019 shall be revised to incorporate the comments noted below and in the September 4, 2019 memorandum from Christopher Burke Engineering, the August 28, 2019 memorandum from the Algonquin-Lake in the Hills Fire District, and September 12, 2019 Public Works memo. The plans shall be revised to modify the dimensions of the parking stalls identified in the Village Engineer's review memo, that do not meet the Village's required minimum depth. Details for the dumpster enclosures shall be submitted. The enclosures shall be constructed of masonry material and have solid wooden doors that securely latch close. The locations of the car wash vacuums shall be shown on the revised plans. The existing asphalt adjacent to the former bowling alley building shall be removed and surface replaced in accordance with the Village Engineer's recommendation. The 12-foot tall PVC fencing shall have a woodgrain texture and material samples shall be submitted for review by Village Staff prior to permitting. The screening fence shall wrap the entire west side of the storage yard, without gaps along the retention pond, down to the south lot line. Nothing stored or accumulated inside the fence shall be visible above the top of the fence line, which may require taller campers and vehicles to be parked toward the interior of the yard rather than along the perimeter of the lot. The Fire District will require the gated access include the installation of a Knox Box key switch and said switch shall be shown on the revised plans. The developer shall consider looping watermain through the site to connect to an existing watermain on Compton Drive. The plans shall also be revised to show hydrant locations, proposed fire department connections (FDC) for each building. A fire hydrant is required within 100 feet of each FDC;
- E. The Landscape Plan as prepared by ARC Design Resources, Inc. with the latest revision date of August 9, 2019, shall be revised to incorporate the comments noted below and in the September 4, 2019 memorandum from Christopher Burke Engineering, the August 28, 2019 memorandum from the Algonquin-Lake in the Hills Fire District, and September 12, 2019 Public Works memo. The tree loss fee as calculated by Public Works in the amount of \$43,050 shall be the responsibility of the developer to pay prior to obtaining any site development or building permits;

- F. The exterior remodeling of the Brunswick Zone bowling alley shall be consistent with the Safe Storage renderings as prepared by Reitan Architects, LLC with the latest revision date of October 16, 2019. The windows for the glass atrium on the front of the Self Storage building shall be black or dark bronze, consistent with the outlot buildings;
- G. The exterior façade of the car wash building shall be consistent with the color elevations as prepared by WT Group with the latest revision date of December 3, 2019, to include red support posts for the vacuum hoses to match the red trim on the building. The windows shall be black anodized aluminum, consistent with what is depicted on the elevations;
- H. The exterior elevations of the Popeyes Louisiana Kitchen as prepared by Purohit Architects with the latest revision date of July 15, 2019 shall be revised to incorporate stone pilasters on the side and rear elevations. The windows shall be dark bronze anodized aluminum, consistent with what is depicted on the elevations;
- I. Each building shall be permitted two wall signs, and meet Village Code standards for dimensions and lettering size. The existing ground sign that served the former Brunswick Zone business shall be removed concurrent with the installation of the proposed new grounds signs on the outlots. A ground sign shall be permitted for each of the two outlots, and comply with the Village Code size requirements, 12-foot tall maximum height, have brick on all sides, a decorative masonry cap and foundation landscaping that is attractive throughout the year. The ground sign on Lot 2 shall be constructed consistent with the rendering date stamp received December 5, 2019, and shall be permitted two tenant panels, however the background color for the self storage business shall be toned down from pure white to a more earth tone color;
- J. The Photometric Plan, as prepared by Cree Lighting, with the latest revision date of July 17, 2019 shall be revised to shall be revised to incorporate the comments noted below and in the September 4, 2019 memorandum from Christopher Burke Engineering, the August 28, 2019 memorandum from the Algonquin-Lake in the Hills Fire District, and subject to Public Works approval. The parking lot light fixtures shall meet Village standards with 25 foot poles, metal halide or LED lights, lens flush with the housing, downcast lighting, all flat black in color. The building mounted lights shall be downcast, lens flush with housing and metal halide or LED, and black in color. The Village Board shall have the right to review light levels and require a change if deemed inappropriate light levels;
- K. All roof-mounted or ground located mechanical equipment shall be screened with an appropriate architectural element or landscaping;
- L. The Private Property Enforcement Agreement shall be executed with the Algonquin Police Department prior to the issuance of any Certificate of Occupancies;
- M. No materials or products may be stored outside the fenced storage yard at any time;
- N. The following signs shall be prohibited, at all times: inflatable signs, flags, banners, pennants or any temporary or portable signs;
- O. The developer shall utilize a form similar to the Life Storage "Parking Addendum" dated December 2018 for the proposed self-storage facility on the property. All vehicles stored in the outdoor storage yard shall be operational and be on a list of permitted vehicle types as approved by the Village Board and attached to this ordinance as Exhibit A. No work may be conducted on the vehicles within the storage yard, and any hazardous spills of oil, grease, antifreeze or other similar materials shall be the responsibility of the property owner to clean-up in accordance with all applicable state and federal laws. The developer shall also be required to install a video camera system to monitor

both the exterior storage yard and interior of the facility at all times. Village property maintenance staff shall be permitted to have access and make inspections of the storage yard upon request;

- P. The existing miniature golf and batting cages on the property shall be demolished by July 1, 2020, regardless of when or if work starts on the proposed redevelopment of the property.

SECTION 2: That all requirements set forth in the Algonquin Zoning Ordinance, as would be required by any owner of property zoned in the same manner as the Subject Property shall be complied with, except as otherwise provided in this Ordinance.

SECTION 3: The findings of fact on the petition to approve the final plat of subdivision, final planned unit development and issue the special use permits are hereby accepted.

SECTION 4: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 5: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 6: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Aye: Brehmer, Steigert, Jasper, Spella, Glogowski,
Nay: Sosine
Absent: None
Abstain: None

APPROVED:


Village President John C. Schmitt

(SEAL)

ATTEST: 
Village Clerk Gerald S. Kautz

by: 
Michelle Weber, Deputy Village Clerk

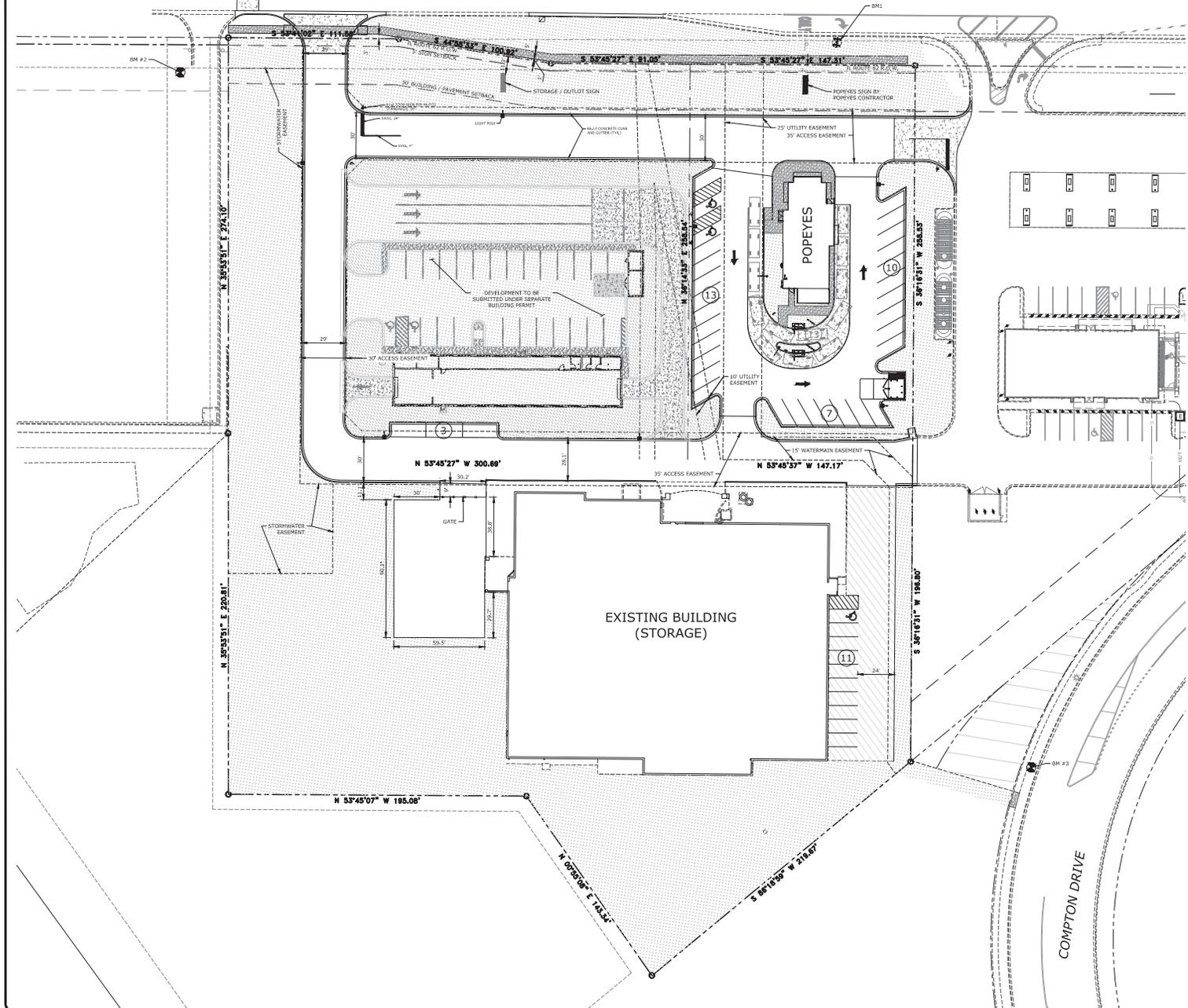
Passed: December 17, 2019
Approved: December 17, 2019
Published: December 18, 2019

Prepared by:
Village Staff

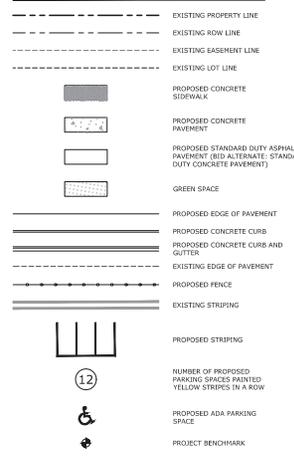
Reviewed by:
Kelly Cahill, Village Attorney
Zukowski, Rogers, Flood & McArdle
50 Virginia Street
Crystal Lake, Illinois 60014

EXHIBIT C

IL ROUTE 62 (E ALGONQUIN ROAD)



LEGEND



PAVEMENT MARKING KEY

SYSL. 4" - SINGLE YELLOW SOLID LINE / 4" WIDE
 SWSL. 24" - SINGLE WHITE SOLID LINE / 24" WIDE

NOTES

- REFER TO ARCHITECTURAL PLANS FOR EXACT BUILDING DIMENSIONS.
- DIMENSIONS THAT LOCATE THE BUILDING ARE MEASURED TO THE OUTSIDE FACE OF THE BUILDING.
- ALL RADII ARE DIMENSIONED TO THE BACK OF CURB, WHEN CURB IS NOT PRESENT RADII ARE DIMENSIONED TO EDGE OF PAVEMENT, UNLESS NOTED OTHERWISE.
- SOME FIELD ADJUSTMENTS MAY BE NECESSARY AT POINTS WHERE PROPOSED PAVEMENT, CURB AND SIDEWALKS MEET EXISTING PAVEMENT, CURB AND SIDEWALKS. REVIEW ANY REQUIRED CHANGES WITH ENGINEER PRIOR TO CONSTRUCTION OF WORK.

ZONING INFORMATION

- SITE ADDRESS: 2075 E ALGONQUIN ROAD, ALGONQUIN, IL 60100
- PROPOSED USE: SELF-STORAGE / COMMERCIAL OUTLOTS.
- EXISTING ZONING: B-2 BUSINESS, GENERAL RETAILS.
- PROPOSED ZONING: PLD (R-2)
- TOTAL AREA: 5.28 ACRES.
- PARKING:
 - REQUIRED PARKING (POPEYES): 15 SPACES PER 1,000 S.F. OF FLOOR AREA - 2145 / 1,000 * 15 = 32 SPACES
 - PROVIDED PARKING (POPEYES): 30 SPACES (2 ADA)
 - REQUIRED PARKING (STORAGE): NOT LISTED IN CODE (CHAPTER 26 TABLE 1)
 - PROVIDED PARKING (STORAGE): 11 SPACES (1 ADA)
- SETBACKS:
 - REQUIRED FRONT YARD: 30' MENUNAN PROVIDED: 70.3'
 - REQUIRED SIDE YARD: 0' MENUNAN PROVIDED: 52.4'
 - REQUIRED REAR YARD: 30' MENUNAN PROVIDED: 130'
 - REQUIRED PAVEMENT SETBACK: 30' MENUNAN PROVIDED: 30'
 - REQUIRED SIGN SETBACK: 30' MENUNAN PROVIDED: 30'
 - REQUIRED SIGN SETBACK: 0' MENUNAN PROVIDED: 7'

BENCHMARKS

DESCRIPTION	ELEVATION (NAVD83)
BENCHMARK 1 TOP S BOLT ON FIRE HYDRANT	861.45
BENCHMARK 2 TOP SE BOLT ON FIRE HYDRANT	867.54
BENCHMARK 3 FIRE HYDRANT TOP NW BURY BOLT	859.54



ARC DESIGN RESOURCES INC.
 5501 JENNETH PARKWAY
 LOVES PARK, IL 61111
 PHONE: (815) 484-4300
 FAX: (815) 484-4303
 www.arcdesign.com
 Design Firm License No. 184-001334

PROJECT NAME
2075 REDEVELOPMENT
 2075 E ALGONQUIN RD
 ALGONQUIN, IL
 STEVE SCHWARTZ
 875 E ALGONQUIN BLVD
 2207 PARKVIEW BLVD,
 GLENVIEW, IL 60029
 (847) 516-0484

CONSULTANTS

ISSUED FOR	DATE
1. AGENCY REVIEW	2019 08-09
2. CLIENT REVIEW	2020 05-01
3. CLIENT REVIEW	2020 05-15
4. AGENCY SUBMITTAL	2020 06-25
5. AGENCY SUBMITTAL	2020 07-27
6. CLIENT REVIEW	2020 08-31
7. AGENCY REVIEW	2020 09-16
8. AGENCY REVIEW	2020 09-29
9. AGENCY REVIEW	2020 10-30
10. FOR CONSTRUCTION	2020 12-01
11. AGENCY REVIEW	2021 01-28
12. AGENCY REVIEW	2021 02-23
13. AGENCY REVIEW	2021 12-28
14. VILLAGE APPROVAL	2022 08-06
15. ---	---
16. ---	---
17. ---	---

OVERALL LAYOUT PLAN

REVISIONS	DATE
1. ---	---
2. ---	---
3. ---	---
4. ---	---
5. ---	---
6. ---	---
7. ---	---

PROJECT NUMBER
15089
 SHEET NUMBER
C07



Village of Algonquin

2200 Harnish Drive, Algonquin, IL
(847) 658-2700 | www.algonquin.org

AGENDA ITEM

<u>MEETING TYPE:</u>	Committee of the Whole
<u>MEETING DATE:</u>	June 17, 2025
<u>SUBMITTED BY:</u>	Patrick M. Knapp, AICP, Director Stephanie Barajas, Planner
<u>DEPARTMENT:</u>	Community Development Department
<u>SUBJECT:</u>	Consideration of a Request to Issue a Special Use Permit to allow a Specialty Recreation Facility at 2471 South Randall Road

ACTION REQUESTED:

Amy Miles of pb2 architecture + engineering, the “Petitioner” representing Sky Zone, submitted a Development Petition requesting the issuance of a Special Use Permit to allow a Specialty Recreation Facility at 2471 South Randall Road, the “Subject Property.”

The Request was heard at the May 13th, 2025, Committee of the Whole meeting and was continued with the request that the Petitioner provide answers to questions brought up by the Committee of the Whole.

DISCUSSION

Sky Zone representatives met with Village Staff from the Community Development and Police Departments after the Committee of the Whole meeting to discuss the questions brought up at the meeting. The Petitioner provided the following response:

- 1. We have daily, weekly, and monthly equipment inspections. These are logged into the facility management database and conducted by frontline team members. These inspections are conducted by a trained member of the lead, management, or flight crew team in accordance with the manufacturer's maintenance schedule. All management teams mentioned are trained on how to manage the inspections and encouraged to place work orders.*
- 2. Attractions that are regulated are inspected once a year by a NAARSO or AIMS a certified third-party inspector. In addition to the annual third-party inspections, the state will also conduct unannounced site visits.*
- 3. An alarm system monitors the blowers for continuous air systems to ensure they are operational. If a blower stops providing air, the alarms will go off. The air courts are reviewed through the daily inspections done by the team using a pressure monitoring device set to the manufacturer's specifications.*

4. *Based on the International Building Code, 644 occupants are calculated for this park. The Jumper Count (number of occupants in the attraction area) is 239. At our peak operation times, we may reach double the jumper counts, totaling 478 occupants.*
 - a. *Staff clarification on the Petitioner’s Response: The extra 239 people not in the attraction area would be in the lobby/concessions area waiting for their time window.*
5. *Our established employee-to-public ratio for the attraction arena is 1:20, which exceeds the industry standard of 1:32. For this location at peak occupancy, you may see a total of 22 staff members, including managers.*
6. *There are a couple of options for controlling occupancy in the park; we can either put in turn-style gates or provide a separate gated area, which can be monitored by staff before entry into the park. Both options would need to partner with the building and fire department for egress concerns. Our core business is selling jump tickets, which is closely monitored based on our Jumper Count (239). Our goal is to have people actively participating and buying tickets. We discourage loitering in our lobbies, and our general managers inform loiterers that they are to purchase jump passes or leave the park. We have the authority to refuse entry to patrons from our facility.*
7. *Our platform for ticket sales does not allow tickets to be sold when at capacity. When the park is at capacity, signage is posted at the entrance notifying all visitors that the park is at capacity and when tickets can be purchased again.*
8. *Security Plan*
 - a. *We can hire a third-party security consultant if needed. This is typically done after the park is open for a little while, but we can provide security for the first couple of months to send a message and reevaluate the value at a later date.*
 - b. *As mentioned above, we can provide a couple of options for controlling occupancy in the park; we can either put in turn-style gates or provide a separate gated area, which can be monitored by staff before entry into the park.*
 - c. *Continuous monitoring of incident data, guest traffic trends, social media, and reinforced partnership with local law enforcement to ensure appropriate resources are deployed if or when needed.*
 - d. *We can also provide shared cameras to the parking lot for the PD to get license plates.*
9. *Management Training*
 - a. *All Team Members are expected to review the Emergency Response and Action Plan (ERAP) and receive guidance on de-escalation techniques in the ERAP and training conducted in Sky Zone Learning Management System (LMS).*
 - b. *All Team Members are empowered and instructed to notify onsite security (where applicable) and law enforcement if/when criminal activities are observed.*
 - c. *Due to limitations built into Sky Zone ticketing system, attraction arena sales capacity cannot exceed thresholds as all participants and observers are logged and capacity is restricted by the system. Additionally, in the limited area where patrons are not required to*

check in (i.e. entrance, lobby, concessions, etc.) onsite management monitors patron traffic and is empowered to cease sales, refuse access, and close the park if necessary.

- 10. Sky Zone policy is to require anyone under the age of 14 to be accompanied by an adult. Certain events and operating hours may raise unaccompanied minor entry age. This requirement may vary again based on an evaluation of the data related to the location.*
- 11. Sky Zone appreciates being an accepted partner in the communities in which we operate. We encourage our onsite managers to foster relationships with local law enforcement and do not intend to burden community resources. Sky Zone strives to maintain a safe environment for families, and when deemed necessary, appropriate security resources are implemented based on continual evaluation of the location.*
- 12. In the limited area where patrons are not required to check in (i.e. entrance, lobby, concessions, etc.) onsite management monitors patron traffic and is empowered to cease sales, refuse access, and close the park if necessary. We discourage loitering in our lobbies, and our general managers inform loiterers that they are to purchase jump passes or leave the park. We have the authority to refuse entry to patrons from our facility.*
- 13. There are Sky Zone locations that maintain an onsite security presence primarily during weekend evening hours based on the aforementioned evaluation process. The 3rd party security company we use is Protos. They offer unarmed/armed security and off-duty law enforcement officers. Typically, we have one security guard on site, but there are a few locations with a high crime index where we have two.*

Below are updated conditions to reflect the information received from the Petitioner and the Police Department's safety recommendations since the May Committee of the Whole meeting.

Staff updated and added language to condition “e.” to provide clarification:

- e. Failure to maintain a safe environment, or if deemed a public nuisance per Chapter 12 of the Algonquin Municipal Code, will result in the revocation-termination of this Special Use Permit by the Village Board.

Staff added condition “f.” for the following reason:

- In response to the questions brought up by the Committee of the Whole, the Police Department has recommended that a security plan be created in collaboration with Sky Zone to mitigate any possible issues.
- f. Sky Zone shall submit a security plan subject to review and approval by Village Staff. Village Staff has the right to require modifications to the plan as necessary. The security plan shall include the following: private security on Friday and Saturday evenings for a period of at least six months after opening; prohibition of overnight lock-in events or business operations; a minimum staff-to-public ratio of 1:20 at all times; the Police Department shall have access to the cameras on the exterior of the building and in the parking lot, and to the cameras in the lobby.

STAFF RECOMMENDATION:

Staff finds that the standards for a Special Use Permit have been met and recommends the Committee of the Whole advance the request to the Village Board to approve the issuance of a Special Use Permit to allow a Specialty Recreation Facility at 2471 South Randall Road, subject to the following conditions and final staff approval:

- a. The developer shall obtain a building permit for the interior improvements. At no time shall the exterior masonry be painted or the EIFS be painted a different color than what was originally approved through Ordinance 2006-O-36. Awnings are required on the front of the building and shall be kept in good condition;
- b. The developer shall obtain and maintain all required state and health department licenses while open to both public and private customers;
- c. All signs shall conform to the height and size requirements of the Village’s Sign Code;
- d. The existing landscaping and drainage areas on the Subject Property shall be restored to the original plans approved through Ordinance 2006-O-36 prior to issuance of a Final Certificate of Occupancy;
- e. Failure to maintain a safe environment, or if deemed a public nuisance per Chapter 12 of the Algonquin Municipal Code, will result in the termination of this Special Use Permit by the Village Board;
- f. Sky Zone shall submit a security plan subject to review and approval by Village Staff. Village Staff has the right to require modifications to the plan as necessary. The security plan shall include the following: private security on Friday and Saturday evenings for a period of at least six months after opening; prohibition of overnight lock-in events or business operations; a minimum staff-to-public ratio of 1:20 at all times; the Police Department shall have access to the cameras on the exterior of the building and in the parking lot, and to the cameras in the lobby.

ATTACHMENTS:

- Exhibit A. Committee of the Whole Staff Report for May 13, 2025
- Exhibit B. Planning & Zoning Staff Report and Findings of Fact for Case No. PZ-2025-04
- Exhibit C. April 14, 2025, Planning & Zoning Commission Minutes
- Exhibit D. Plat of Survey
- Exhibit E. Floor Plan



Village of Algonquin

2200 Harnish Drive, Algonquin, IL
(847) 658-2700 | www.algonquin.org

AGENDA ITEM

<u>MEETING TYPE:</u>	Committee of the Whole
<u>MEETING DATE:</u>	May 13, 2025
<u>SUBMITTED BY:</u>	Patrick M. Knapp, AICP, Director Stephanie Barajas, Planner
<u>DEPARTMENT:</u>	Community Development Department
<u>SUBJECT:</u>	Consideration of a Request to Issue a Special Use Permit to allow a Specialty Recreation Facility at 2471 South Randall Road

ACTION REQUESTED:

Amy Miles of pb2 architecture + engineering, the “Petitioner” representing Sky Zone, submitted a Development Petition requesting issuance of a Special Use Permit to allow a Specialty Recreation Facility at 2471 South Randall Road, the “Subject Property.”

PLANNING & ZONING COMMISSION REVIEW:

The Planning and Zoning Commission reviewed the Request at the April 14, 2025, Planning and Zoning Commission Meeting.

During the public comment, an Algonquin resident expressed concern about increased traffic on Stonegate Road. After discussion, the Planning and Zoning Commission accepted (approved 7-0) staff’s findings as the findings of the Planning and Zoning Commission and recommended issuance of the Special Use Permit, as outlined in the staff report for case PZ-2025-04, and subject to staff’s recommended conditions.

DISCUSSION

The Subject Property is part of the Grandview Commons Planned Development approved through Ordinance 2006-O-36 (*An Ordinance Approving The Final Planned Development And Final Plat of Subdivision For A 35,000 Square Foot Furniture Store On Lots 1 and 7 of the Grandview Commons Commercial Center*). Earlier this year, the Village Board approved an amendment to the Zoning Code to define and add Specialty Recreation Facility as a Special Use in the B-2 Business, General Retail District.

The Petitioner proposes to operate an indoor trampoline park, which falls under this new definition. The hours of operation will be from 9:00 a.m. to 9:00 p.m., Sunday through Thursday, and from 9:00 a.m. to 10:00 p.m. on Fridays and Saturdays. Minor alterations are proposed to the exterior, such as the installation of a new wall sign and awnings.

STAFF RECOMMENDATION:

Staff finds that the standards for a Special Use Permit have been met and recommends the Committee of the Whole advance the request to the Village Board to approve the issuance of a Special Use Permit to allow a Specialty Recreation Facility at 2471 South Randall Road, subject to the following conditions and final staff approval:

- a. The developer shall obtain a building permit for the interior improvements. At no time shall the exterior masonry be painted or the EIFS be painted a different color than what was originally approved through Ordinance 2006-O-36. Awnings are required on the front of the building and shall be kept in good condition;
- b. The developer shall obtain and maintain all required state and health department licenses while open to both public and private customers;
- c. All signs shall conform to the height and size requirements of the Village's Sign Code;
- d. The existing landscaping and drainage areas on the Subject Property shall be restored to the original plans approved through Ordinance 2006-O-36 prior to issuance of a Final Certificate of Occupancy;
- e. Failure to maintain a safe environment will result in the revocation of this Special Use Permit.

ATTACHMENTS:

- Exhibit A. Planning & Zoning Staff Report and Findings of Fact for Case No. PZ-2025-04
- Exhibit B. DRAFT April 14, 2025, Planning & Zoning Commission Minutes
- Exhibit C. Plat of Survey
- Exhibit D. Floor Plan

VILLAGE OF ALGONQUIN – 2200 Harnish Drive, Algonquin, IL 60102

STAFF REPORT FROM THE DEPARTMENT OF COMMUNITY DEVELOPMENT

Patrick M. Knapp, AICP
Director of Community Development

Stephanie Barajas
Planner



CASE NUMBER:	PZ-2025-04
MEMO DATE:	April 10, 2025
PUBLIC HEARING DATE:	April 14, 2025
PROPERTY ADDRESS/LOCATION:	2471 South Randall Road
APPLICANT/ PROPERTY OWNER:	Amy Miles, Sky Zone/ Randall Road Retail Center Limited Partnership

REQUEST SUMMARY

Amy Miles of pb2 architecture + engineering, the “Petitioner” representing Sky Zone Park, applied for issuance of a Special Use Permit for a Specialty Recreation Facility at 2471 South Randall Road, referred to herein as the “Subject Property”, in the Grandview Commons Planned Development.

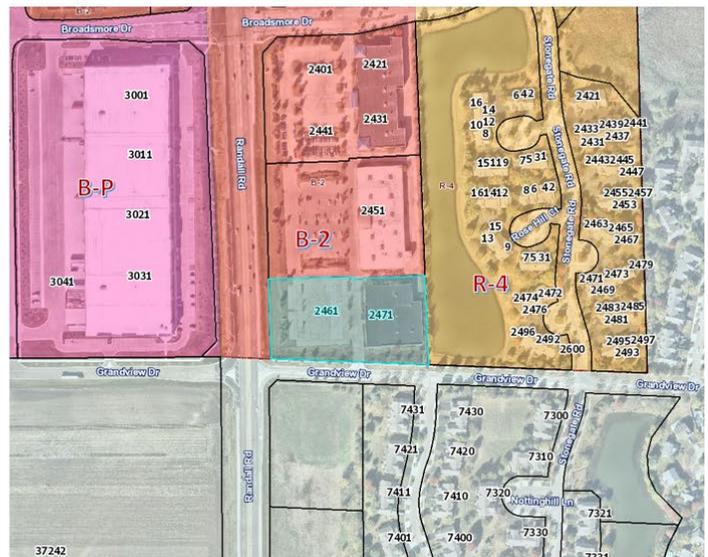
STAFF RECOMMENDATION

Staff recommends approval of the Petitioner’s request, subject to the conditions listed in the report, as the request conforms to the Village’s Comprehensive Plan and Future Land Use Map.

Location



Zoning/Future Land Use



Existing Zoning:	B-2 Business, General Retail	Existing Land Use:	Vacant Commercial Building
		Proposed Land Use:	Commercial
Future Land Use Plan Designation:	Planned Mixed Use (Predominantly Commercial)		
Surrounding Zoning & Land Use	North:	B-2 Business, General Retail – Shopping Center	
	East:	R-4 Multi-Family Dwelling – Multi-Family Residential	
	South:	Unincorporated – Vacant Land & Multi-Family Residential	
	West:	B-P Business Park – Warehouse	

DISCUSSION OF STAFF RECOMMENDATION

Background

The existing building, in which the Subject Property is a unit of, was preliminary approved as part of a planned development through Ordinance 2004-O-28 (*An Ordinance Approving the Preliminary Planned Development, Final Plat of Subdivision and Final Plat of Dedication For The Grandview Commons Retail Center and Granting Final Planned Development Approval For A 50,773 Square Foot Furniture Store*) and was resubdivided and issued a Final PUD through Ordinance 2006-O-36 (*An Ordinance Approving The Final Planned Development And Final Plat of Subdivision For A 35,000 Square Foot Furniture Store On Lots 1 and 7 of the Grandview Commons Commercial Center*).

Earlier this year, the Village Board approved an amendment to the Zoning Code to define and add Specialty Recreation Facility as a Special Use in the B-2 Business, General Retail District.

Request and Use of the Subject Property

The Petitioner is requesting the issuance of a Specialty Recreation Facility at 2471 South Randall Road for Sky Zone Park, an indoor trampoline park. The Petitioner also proposes minor alterations to the exterior of the building, such as the installation of a new wall sign and new orange awnings on the front of the building. Staff recommends adding a condition to require that the wall signage meet code and to require that the existing landscape areas be restored per the approved Final PUD plan.

Next Steps

The Special Use Permit request for this Subject Property will be discussed at the Committee of the Whole and will then go to the Village Board for issuance. If at any time the use changes or there is evidence of a clear intent on the part of the owner and/or tenant to abandon any portion of this Special Use for more than six (6) months, this Special Use Permit shall be terminated.

STANDARDS & FINDINGS

The Planning and Zoning Commission shall review the Standards & Findings of Fact outlined in Exhibit “A” and 1) accept them without changes, 2) accept them with changes, or 3) reject the findings. The Planning and Zoning Commission should use the Findings of Fact to guide their recommendation to the Village Board on the petitioner’s request.

STAFF RECOMMENDATION

Staff recommends approval of the issuance of a Special Use Permit authorizing a Specialty Recreation Facility at 2471 South Randall Road, consistent with the findings of fact outlined in this report, and subject to the conditions listed below. Based on these findings, staff recommends that the Planning and Zoning Commission make a motion to adopt staff’s findings as the findings of the Planning and Zoning Commission and recommends approval of the following motion:

1. “To adopt Staff’s findings of fact as the findings of the Planning & Zoning Commission and to recommend the issuance of a Special Use Permit authorizing a Specialty Recreation Facility at 2471 South Randall Road, as outlined in the staff report for case PZ-2025-04 dated April 10, 2025, subject to the following conditions:
 - a. The developer shall obtain a building permit for the interior improvements. At no time shall the exterior masonry be painted or the EIFS be painted a different color than what was originally

approved through Ordinance 2006-O-36. Awnings are required on the front of the building and shall be kept in good condition;

- b. The developer shall obtain and maintain all required state and health department licenses while open to both public and private customers;
- c. All signs shall conform to the height and size requirements of the Village's Sign Code;
- d. The existing landscaping and drainage areas on the Subject Property shall be restored to the original plans approved through Ordinance 2006-O-36 prior to issuance of a Final Certificate of Occupancy;
- e. Failure to maintain a safe environment will result in the revocation of this Special Use Permit.

I concur:



Patrick M Knapp, AICP

Director of Community Development

Attachments:

- Exhibit A. Standards & Findings
- Exhibit B. Plat of Survey
- Exhibit C. Floor Plan

Exhibit A: Standards & Findings of Fact

Special Use Standards – Section 21.12.E.3 of the Algonquin Zoning Ordinance provides that a Special Use shall conform to the following standards:

1. That the proposed use at the particular location requested is necessary or desirable to provide a service or a facility that is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community;
2. That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity, or injurious to property values or improvements in the vicinity;
3. That the proposed use will comply with the regulations and conditions specified in this Chapter

Staff Response: The use will not be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity, or injurious to property values or improvements in the vicinity. The operator will be required to obtain all necessary permits and licenses prior to opening to the public and is required to maintain a safe environment at all times.



Village of Algonquin

COMMUNITY DEVELOPMENT DEPARTMENT

(847) 658-2700 | permits@algonquin.org | www.algonquin.org
2200 Harnish Drive, Algonquin, IL

PLANNING AND ZONING COMMISSION MINUTES

APRIL 14, 2025

Roll Call - Establish Quorum

Chair Patrician called the meeting to order at 7:00 pm.

Director Patrick Knapp called the roll to check attendance.

All seven commissioners were present and could hear and be heard:

- Chair Patrician
- Commissioner Neuhalfen
- Commissioner Bumbales
- Commissioner Laipert
- Commissioner Rasek
- Commissioner Sturznickel
- Commissioner Szpekowski

Member absent: None

Staff Present: Director Patrick Knapp, Planner Stephanie Barajas, and Attorney Matthew Walters

Chair Patrician disclosed that his wife is an independent contractor who teaches at a dance studio located in the same center as Enterprise Rent-A-Car, and that he has previously been a patron of Enterprise Rent-A-Car. He stated these do not present a conflict of interest and affirmed his ability to remain impartial regarding the Public Hearing for Case Number PZ-2025-03.

Public Comment

Chair Patrician asked for public comments. There was no public comment.

Approval of Minutes

Chair Patrician asked for approval of the March 10, 2025, Planning and Zoning Commission minutes. A motion was made by Commissioner Rasek and seconded by Commissioner Szpekowski to approve the minutes. The motion was approved with a 7-0 vote.

Case Number PZ-2025-04 – Consideration of a Request to Issue a Special Use Permit to allow a Specialty Recreation Facility

Planner Barajas confirmed that the Public Notice requirement was fulfilled.

Ryan Binkings, a Sky Zone representative, gave a verbal presentation to the Planning & Zoning Commission requesting a recommendation of approval.

Planner Barajas gave a digital presentation to the Planning & Zoning Commission stating that Staff supports the request with the conditions outlined in the Staff Report.

Commissioner Laipert asked for clarification on the interior improvements that are proposed. Mr. Binkings explained the raised platform construction for trampolines and clarified that the new kitchen will have a limited menu and not a full restaurant. Commissioner Laipert then asked who the target audience was. Mr. Binkings responded that all ages could participate and noted that there will be a designated toddler area.

Commissioner Neuhalfen asked for the hours of operation. Mr. Binkings responded that the hours are 9:00 am to 9:00 pm, from Sunday to Thursday, and 9:00 am to 10:00 pm on Fridays and Saturdays. Commissioner Neuhalfen inquired about security inside and outside of the business. Mr. Binkings explained that there is no security team and that there has not been issues before. Director Knapp added that one of the Special Use Permit conditions recommended by Staff would require Sky Zone to maintain a safe environment and that the Algonquin Police Department will determine if changes need to be made to do so.

Commissioner Rasek asked if alcohol will be served. Mr. Binkings responded no.

Commissioner Szpekowski asked how emergencies, such as falls, are handled. Mr. Binkings explained that managers are trained and vetted to handle such emergencies. Commissioner Szpekowski then expressed concern with a zipline at this location. Mr. Binkings responded that there will be a zipline and that airbags are installed underneath the zipline. He explained that there is a short distance from the zipline to the airbags.

Commissioner Bumbales asked about the total number of Sky Zone locations and where the closest location is. Mr. Binkings responded that there are one hundred sixty-six locations and that there is a Sky Zone in Deerfield and Lincoln Park. Staff added that they have locations in Elmhurst and Schaumburg. Commissioner Bumbales then inquired about licensing. Mr. Binkings explained that all attractions are reviewed and licensed by the state.

Chair Patrician asked if any locations have had to be shut down. Mr. Binkings responded that he did not know. Chair Patrician then asked about their average length of tenure. Mr. Binkings responded that they have a ten-year lease for the Subject Property. He explained that a park is more likely to shut down for lack of business than for any other issue. Chair Patrician asked for clarification on the proposed exterior improvements. Mr. Binkings responded that new awnings and a wall sign that meets code will be installed.

Commissioner Bumbales inquired about construction time. Mr. Binkings responded that the total construction time is around fourteen weeks long and that the building permit application is under review with the Village.

Chair Patrician opened the Public Comment portion of the Public Hearing.

William Lambe, 14 Rose Hill Court, stated that he resides in one of the townhomes behind the Subject Property and is concerned with increased traffic, specifically buses, on Stonegate Road.

Director Knapp explained that the Subject Property has two Randall Road access points, a right-in/right-out and a full traffic signal.

Chair Patrician asked Mr. Binkings if buses are typically used to drop off patrons. Mr. Binkings responded no. Chair Patrician asked Mr. Lambe for further clarification on his concern. Mr. Lambe explained that he is mostly concerned with commercial vehicle and bus traffic through the townhome subdivision. Commissioner Rasek shared that he believes vehicles will primarily use Randall Road to access the Subject Property. Director Knapp added that Stonegate Road and Grandview Drive are collector roads designed to handle traffic.

Chair Patrician closed the Public Comment portion of the Public Hearing.

Commissioner Laipert asked about reservations. Mr. Binkings responded that there are both reservations and walk-ins.

Chair Patrician asked if children were allowed to do flips. Mr. Binkings responded that only certain flips are allowed.

Chair Patrician asked for a motion. A motion was made by Commissioner Bumbales and seconded by Commissioner Szpekowski to adopt Staff's findings of fact as the findings of the Planning & Zoning Commission and to recommend the issuance of a Special Use Permit to allow a Specialty Recreation Facility, at 2471 South Randall Road, subject to the conditions as outlined in the staff report for case PZ-2025-04 dated April 10, 2025. The motion carried with a 7-0 vote.

New/Old Business

Community Development Report

Director Patrick Knapp provided an update regarding ongoing projects and Village Board approvals of Planning and Zoning cases.

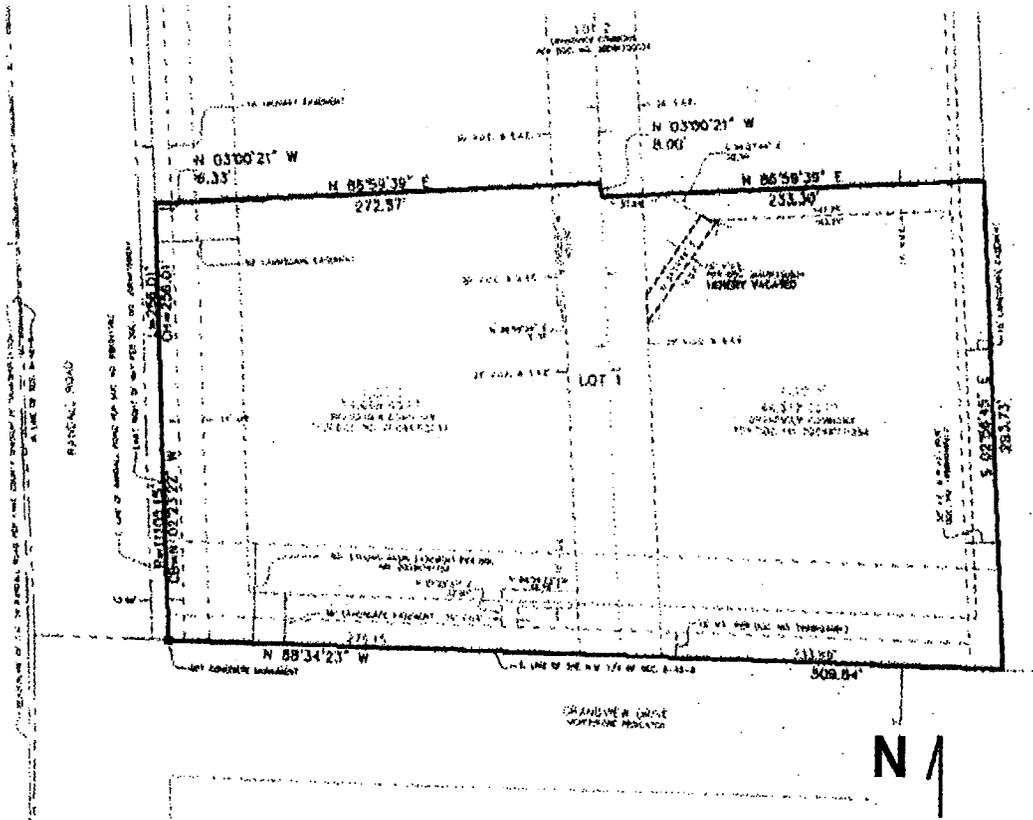
Adjournment

Chair Patrician asked for a motion to adjourn. A motion was made by Commissioner Szpekowski and seconded by Commissioner Bumbales. The motion carried on a 7-0 vote. The meeting was adjourned at 9:36 P.M.

Minutes signed by:

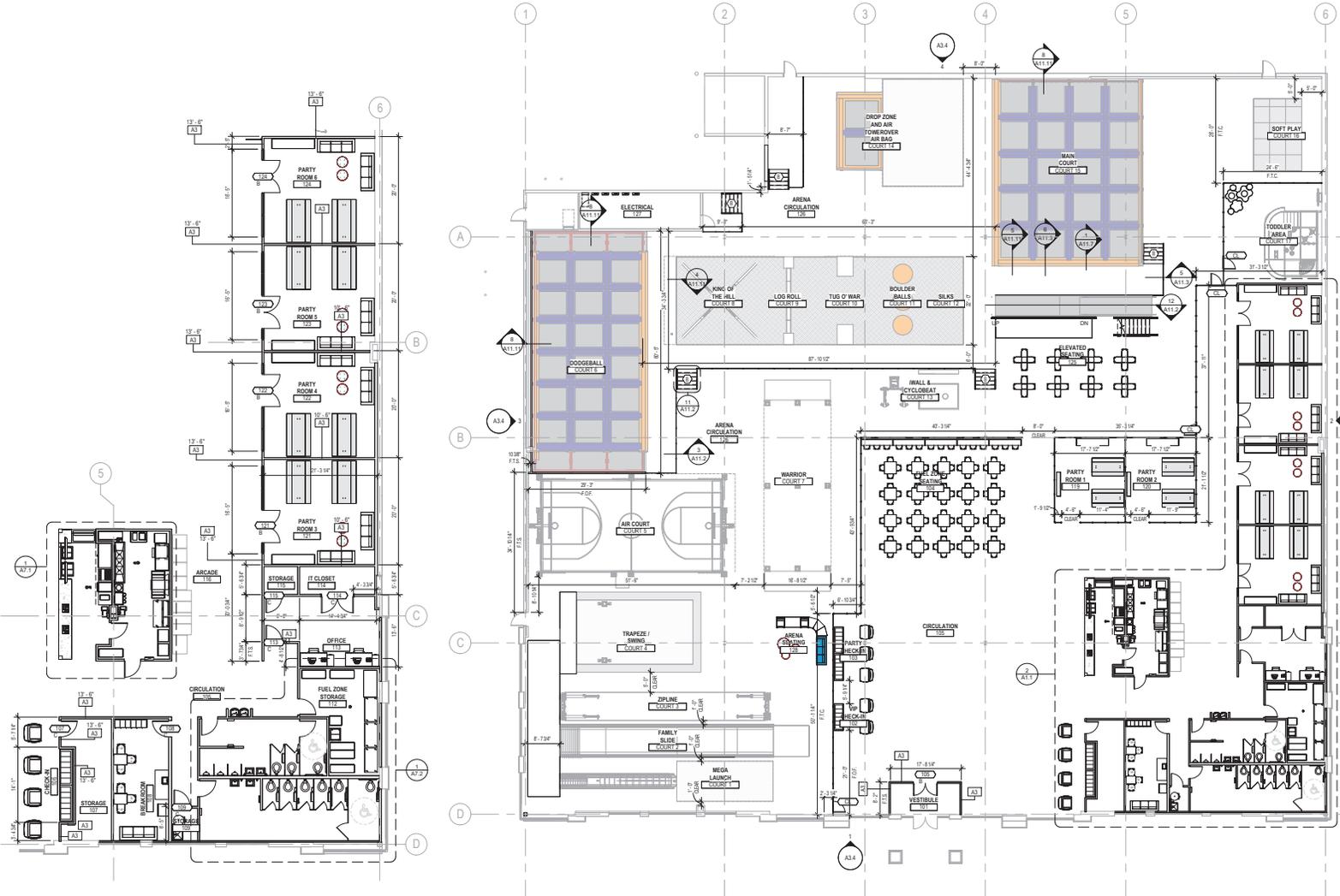
Stephanie Barajas, Planner

PLAT OF SURVEY



2 ENLARGED FUEL ZONE, RESTROOMS, & PARTY ROOMS
3/8" = 1'-0"

1 CONSTRUCTION PLAN
3/32" = 1'-0"



- CONSTRUCTION PLAN GENERAL NOTES:**
- A MINIMUM 4" W X 7" D FRAMING INTO THE SPACE IS REQUIRED DURING CONSTRUCTION OF THE COURT. LIFT AND DRAFT IT WILL NEED TO BE ACCESS TO THE COURT CONSTRUCTION AREA DURING THE ENTIRE CONSTRUCTION PERIOD. G.C. TO COORDINATE ANY TEMPORARY BUILDING MODIFICATIONS REQUIRED TO ACCOMMODATE CONSTRUCTION, AND REPAIR BACK TO EXISTING CONDITIONS BEFORE CONCLUSION OF CONSTRUCTION.
 - CONFLICTS BETWEEN SITE CONDITIONS AND DRAWINGS SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE ARCHITECT.
 - ALL WORK SHALL BE EXECUTED AND INSTALLED PLUMB, LEVEL, SQUARE AND TRUE IN PROPER ALIGNMENT, U.N.O.
 - ALL DIMENSIONS ARE TO FINISH CONSTRUCTION, U.N.O. DIMENSIONS NOTED "NPT" MUST BE ACCURATELY MAINTAINED, AND SHALL NOT VARY MORE THAN 1/8" WITHOUT WRITTEN INSTRUCTION FROM ARCHITECT. "ALLOW" MEANS TO ACCURATELY LOCATE FINISH FACES IN THE SAME PLANE. DIMENSIONS NOTED "SLAB" ARE MINIMUM DIMENSIONS WHICH MUST BE MAINTAINED THROUGHOUT EXCEPT DIMENSIONS MARKED AS VARIANCE NOT GREATER THAN 1/8". VERIFY DIMENSIONS EXCEEDED TOLERANCE WITH THE ARCHITECT. ALL DIMENSIONS TO THE EXTERIOR WINDOW WALL ARE TO THE FINISH FACE OF WALL BELOW SLAB, U.N.O.
 - ALL EXISTING FLOORS, PARTITIONS, DEMING WALLS AND CORROD WALLS TO REMAIN ARE TO BE PATCHED AND REFINISHED AS NECESSARY TO MATCH ADJACENT SURFACES.
 - PATCH AT ALL NEW AND EXISTING PENETRATIONS AT FLOOR AND CEILING SLAB, WALLS AND SHAFTS. SEAL, BRANCH AND FINISH PENETRATIONS AT FLOOR, WALLS AND CEILING TO MATCH AN EXISTING AND ADJACENT FINISH. PATCH PREPWORK AT ALL NEW AND EXISTING LOCATIONS WITH EXPOSED STRUCTURAL STEEL.
 - ALL GLASS SHALL BE CLEAR TEMPERED, U.N.O. GLAZING TONE MARKS SHALL NOT BE VISIBLE. CLEAN & POLISH ALL GLASS PRIOR TO PROJECT DELIVERY.
 - REFER TO THE PARTITION TYPES FOR PARTITION THICKNESS.
 - PARTITION DEPTH AT FIRE EXTINGUISHER CABINET LOCATIONS SHALL ACCOMMODATE FULL CONTOURMENT OF RECESSED CABINETS OR PARTIAL CONTOURMENT OF SEMI-RECESSED CABINETS AS SPECIFIED BY THE MANUFACTURER.
 - ALL EXISTING COLUMNS TO REMAIN U.N.O. PREPARE TO RECEIVE NEW FINISH.
 - ALL NEW PARTITIONS ABUTTING COLUMNS ARE TO ALIGN WITH THE FACE OF THE COLUMN, U.N.O.
 - WHERE NEW PARTITIONS ABUT EXISTING SURFACES, REMOVE EXISTING CORNER BEAD AND PROVIDE SMOOTH FINISH AT INTERSECTION.
 - ALL GYPSUM BOARD PARTITIONS SHALL BE TAPED AND SANDED SMOOTH WITH NO VISIBLE JOINTS. PROVIDE LEVEL 4 FINISH, U.N.O.
 - ALL EXPOSED GYPSUM BOARD EDGES TO HAVE METAL EDGE TRIM (REFER TO FINISH SCHEDULE).
 - CONSTRUCTION OF FIRE RATED PARTITIONS, INCLUDING TAPE AND FINISHING OF GYPSUM WALLBOARD, IS SUBJECT TO STRUCTURAL REVIEW. SHALL BE IN ACCORDANCE WITH ALL SPECIFICATIONS TO THE APPLICABLE CODES.
 - ADDITIONAL SOUND-DEADENING PARTITIONS SHALL BE SEALED FOR FULL HEIGHT TO PREVENT PASSAGE OF AIRBORNE SOUND. TAPE AND FINISH ALL GYPSUM WALLBOARD, JOINTS AND FASTENERS PERMANENTLY ADHESIVE SUPPORT CEILING, CEILING AT FINISH FACE AND SEAL ALL PENETRATIONS.
 - PROVIDE SPOKES AND BLOCKING IN METAL STUD WALL FRAMING FOR SUPPORT OF CEILING. SHEET STANDARD, AT DESIGNER, FURNITURE, ETC. ALL CONCEALED LUMBER AND BLOCKING TO BE FIRE TREATED. COORDINATE BLOCKING REQUIREMENTS WITH THE STRUCTURAL ENGINEER. THEY ARE TO BE PATCHED AND REFINISHED. SEE EXISTING AND EXPOSED PLAN WALL MOUNTED HANGERS, MOUNTING & PROJECTION SCREENS. PROVIDE BLOCKING PER MANUFACTURER'S REQUIREMENTS.
 - ALL HINGED DOORS TO BE FROM NEAREST PERPENDICULAR PARTITION, U.N.O. DIMENSIONS LOCATING DOORS ARE TO THE INSIDE EDGE. ALL DOORS SHALL HAVE 1/2" CLEAR ON THE STRUCTURAL SIDE OF DOOR AND 1/4" CLEAR ON THE FINISH SIDE IF THEY HAVE BOTH SLAB AND A CLOSER. VERIFY AND ADVISE ARCHITECT OF EXCEPTIONS PRIOR TO CLOSING OUT PARTITIONS.
 - THE CONTRACTOR SHALL ESTABLISH A SINGLE FLOOR ELEVATION THAT IS TO BE USED TO SET THE TOP OF ALL FLOOR SLABS THAT THE TOP OF ALL FLOOR SLABS OF THE SAME HEIGHT AND UNLESS OTHERWISE VARIATIONS IN THE FLOOR SLAB OR FINISH FLOOR THICKNESS.
 - PROVIDE DOUBLE STUDS AT DOOR JAMBS. INSTALL ADDITIONAL STUDS IN EXISTING PARTITIONS AT NEW DOOR OPENINGS IN ORDER TO PROVIDE DOUBLE STUD AT JAMBS.
 - METAL STUDS AT PARTITIONS TO RECEIVE CERAMIC TILE ARE TO BE 2x GAUGE (MIN @ 9" O.C. MAX). REFER TO THE FINISH PLAN FOR TILE LAYOUT.
 - GYPSUM WALL BOARD IN BOTH SIDES OF ALL PARTITIONS WITH PLUMBING ROUGH IN BATHROOMS, PANTRY, JANITORS CLOSET, MET COLUMNS SHALL BE WATER RESISTANT.
 - SKY ZONE REFERRED VENDORS AND G.C. TO PROVIDE QUOTE TO FABRICATE ALL DESIGN STANDARD CARPENTRY, INSTALLATION (I.E. G.C. TO COORDINATE QUOTE INFORMATION, FABRICATION AND INSTALL, G.C. TO COORDINATE SHOP DRAWINGS, U.N.O. REFER TO CASE WORK SCHEDULE FOR ADDITIONAL INFORMATION.
 - ALL SLABS SHALL BE TYPE 1, U.N.O. REFER SCHEDULES.
 - AFTER INSTALLATION, G.C. SHALL CONFIRM THAT ALL EXTERIOR DOORS REQUIRE A FORCE OF NO MORE THAN 5 LBS TO OPEN. EXTERIOR DOORS SHALL REQUIRE A FORCE OF NO MORE THAN 5 LBS TO OPEN. ADJUST CLOSERS AS NECESSARY.
 - G.C. TO INSTALL 5/8" CRP. BD. ON ALL EXISTING EXPOSED METAL STUDS FROM FLOOR TO SLAB, VERIFY CONDITION OF ALL EXISTING PERIMETER GYPSUM BOARD WALLS AND PATCH / REPAIR AS NEEDED.
- CONSTRUCTION PLAN LEGEND:**
- Hatched pattern: NOT IN CONTRACT RANGE
 - Thin line: EXISTING PARTITION TO REMAIN
 - Thick line: NEW PARTITION
 - Line with dots: REFERENCE TO PARTITION TYPE
 - Line with cross-hatch: FIRE RATING (WHERE APPLICABLE)
 - Line with diagonal cross-hatch: NEW PLATFORM TYPE A
 - Line with vertical cross-hatch: NEW PLATFORM TYPE B
 - Line with horizontal cross-hatch: RAILING / HANDRAIL @ 12" MIN
 - Circle with dot: NEW DOOR
 - Circle with slash: EXISTING DOOR TO REMAIN
 - Circle with 'X': OFFICE - ROOM NAME
 - Circle with 'R': OFFICE - ROOM NUMBER
 - Circle with 'D': DOOR NUMBER
 - Circle with 'T': DOOR TYPE
- CONSTRUCTION PLAN KEYNOTES:**
- INFILL EXISTING OPENING WITH MATERIALS AND FINISHES TO MATCH EXISTING AND MAINTAIN FIRE RATING.
 - SLAB UNDER TRAMPOLINE TO REMAIN AS EXISTING. CLEAN UP DEBRIS AND PREPARE TO RECEIVE TRAMPOLINE STRUCTURE. G.C. TO COORDINATE WITH SKY ZONE CONSTRUCTION TEAM FOR TRAMPOLINE INSTALL.
 - REFER TO STRUCTURAL FOR STAR CONSTRUCTION FINISH TO MATCH STAR TYPE "B" AS SHOWN ON SHEET A11.2.
 - BAR HEIGHT COUNTERTOP: PLUMB ON 1/4" OF 3/4" PL WITH BUILD-UP EDGE. TOP @ 42" PARTIAL HEIGHT WALL BELOW. TYPE "B".
 - REMOVE AND INSTALL NEW WATER FOUNTAIN AT ADA-COMPLIANT HEIGHT. REFER TO PLUMBING DRAWINGS.
 - INSTALL ADA-COMPLIANT TACTILE EXIT SIGNAGE.
 - FRAMING FOR TRAMPOLINE ACCESS PLATFORM TYPE "B" MUST BE INSTALLED AT 2'-4" HPT TO ACCOMMODATE 2' F-SPAN. REFER TO A11.1 FOR PLATFORM DETAIL.
 - ROOM OCCUPANT LOAD SIGNAGE TO BE POSTED PER LOCAL CODE REQUIREMENTS. REFER TO LIFE SAFETY PLAN FOR OCCUPANT LOAD SIGNAGE. SIGNAGE TO BE COMPLIANCE SIGN TYPE: CUSTOM-MANUFACTURED, WHITE, ON BLACK, OR G.E.
 - SUITE OCCUPANT LOAD SIGNAGE TO BE POSTED PER LOCAL CODE REQUIREMENTS. REFER TO LIFE SAFETY PLAN FOR OCCUPANT LOAD SIGNAGE. SIGNAGE TO BE COMPLIANCE SIGN TYPE: CUSTOM-MANUFACTURED, WHITE, ON BLACK, OR G.E.
 - INSTALL ADA-COMPLIANT RESTROOM SIGNAGE.
 - COORDINATE WITH OWNER FOR REQUIRED LOCATION OF ARMBARS/BLOCKS. REFER TO SHEET A11.1 FOR TYPICAL DETAILS FOR NEW ACCESSIBLE RAMP AT PLATFORM AND SIGNAGE.
 - PLATFORM MAINTENANCE ACCESS DOOR. REFER TO DOOR SCHEDULES FOR DETAILS.
 - PROVIDE ACCESS MAINTENANCE PATH BENEATH PLATFORM.
 - SKY ZONE VENDOR TO INSTALL 2" THICK WALL PADDING, COORDINATE WITH G.C.
 - FIXED HIGH-NETTING PROVIDED AND INSTALLED BY SKIDZONE VENDOR. G.C. TO COORDINATE.
 - G.C. TO PROVIDE DIVIDER WALL TO SPLIT PARTY ROOM AND HEADER AS REQUIRED. PROVIDE CUTSHEET FOR APPROVAL.
 - STREPTOP GLAZING SYSTEM TO 12'-4" HPT WITH WALL TYPE "B" ABOVE TO STRUCTURE.
 - MAINTENANCE ACCESS DOOR TO ROOF.
 - NEW STRUCTURE FOR NEW ACCESSIBLE RAMP AT PLATFORM. SEE DETAILS ON A11.2 FOR TYPICAL FINISH INFORMATION. PROVIDE GENERAL AND HANDRAIL TYPE 1.
 - DOOR TO BE CLOSED AND LOCKED AND EXIT SIGN REMOVED.

pb2
architecture
engineering

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Phone: 477.426.2345
Fax: 477.426.1207

Architect of Record
Scott Joseph Bruchmann
Bryan Schaefer
Professional Engineer No. 0011025493
Professional Designer No. 0011025493
No. 19435421

SKY ZONE ALCONQUIN
2471 RANDALL RD.
ALCONQUIN, IL
2024.03.08
152787489

ISSUE BLOCK
ISSUANCE #1 | 02.28.2023

CHECKED BY: BC
DRAWN BY: TIC
DOCUMENT DATE: 02.28.23

Ref North

DOCUMENTS THAT DO NOT HAVE THE ARCHITECT OR ENGINEER OF RECORD SEAL AND SIGNATURE SHALL BE CONSIDERED NOT FOR CONSTRUCTION.

CONSTRUCTION PLAN
SHEET: A1.1



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

– M E M O R A N D U M –

DATE: June 17, 2025

TO: Tim Schloneger, Village Manager

FROM: Cliff Ganek, P.E., Village Engineer

SUBJECT: Recommendation to Approve the Design Engineering Services Agreement with Christopher B. Burke Engineering, LLC Services Proposals – Huntington Drive Phase I Engineering and High Hill Unit 3 Improvements Phases I/II Engineering

Background and Purpose

The Village has identified two upcoming roadway projects anticipated to proceed on a similar schedule: improvements to Huntington Drive from Hanson Road to Circle Drive and the High Hill Unit 3 subdivision located south of Huntington Drive east of Hanson Road. Staff requested engineering proposals from Christopher B. Burke Engineering, Ltd. (CBBEL) to complete necessary engineering studies and plan preparation to position the Village for grant funding and cost-effective construction implementation.

While the projects are being pursued concurrently, **Huntington Drive is a Federal Aid Urban (FAU) Route**, which qualifies for potential **federal STP-Local funding**. To maximize grant eligibility, separate proposals were prepared: one for Phase I engineering of Huntington Drive following IDOT federal guidelines, and one for Phase I and II engineering of High Hill Unit 3, which will be funded locally and scoped accordingly.

Project Summaries

1. Huntington Drive Improvements (Phase I Only)

- **Limits:** Hanson Road to Circle Drive (approx. 1.16 miles)
- **Scope:**
 - Federal-aid compliant Phase I study per IDOT BLRS Manual
 - Pavement condition evaluation and resurfacing design (2” mill and overlay)
 - New on-street **bike lane striping** (using existing 5’ paved shoulder)
 - Drainage repairs, curb and sidewalk replacement with ADA compliance upgrades
- **Total Fee:** Not-to-exceed **\$42,331**
- **Notes:** This contract satisfies IDOT requirements to ensure eligibility for future STP or CMAP grant funding.

2. High Hill Unit 3 Improvements (Phase I and II)

- **Limits:** Partridge Ct, Glenwood Ct, Crestwood Ct, Grandview Ct, Stoney Brook Ct, Brookwood Cir, Parkwood Cir, and Country Ln (approx. 1.02 miles total)
 - **Scope:**
 - 2” HMA grind and overlay (pending core and pavement assessment results)
 - Spot replacement of curb, sidewalk, and driveway aprons
 - ADA ramp reconstruction at intersections
 - Targeted drainage upgrades (notably Parkwood Circle)
 - **Total Fee:** Not-to-exceed **\$102,795**
 - **Notes:** Streamlined locally-funded design to control costs, avoids federal compliance overhead since not eligible for STP funds.
-

Strategic Rationale and Budget

The decision to split the contracts and scopes ensures Huntington Drive is STP-ready while controlling design costs for High Hill Unit 3. By front-loading IDOT requirements on the eligible corridor and using a more efficient design process for the local streets, the Village maximizes grant competitiveness while minimizing unnecessary expenditures.

These projects are included in the current Capital Improvement Plan with an engineering budget of \$130,000 for this fiscal year. Phase 2 for High Hill Unit 3 is expected to continue into FY2026/27. Funds will be recommended to complete the scope of this contract next fiscal year. A timeline for Phase 2 engineering of Huntington Drive will be determined by the grant application results.

Staff Recommendation

Therefore, staff recommends the Committee of the Whole move both contracts with Christopher B. Burke Engineering, Ltd. to the Village Board for approval as follows:

- **Huntington Drive Phase I Engineering** – Not-to-exceed **\$42,331**
- **High Hill Unit 3 Phase I/II Engineering** – Not-to-exceed **\$102,795**

Huntington Drive and High Hill Unit 3



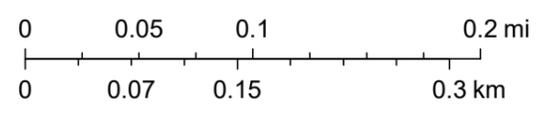
June 11, 2025

Street Centerlines

- Village of Algonquin
- Algonquin Township
- McHenry County Dept Of Transportation
- Private

- Not in Village
- Village Limit
- Street Name
- Tax Parcels

1:5,000



- Huntington Drive Limits - Phase I Engineering
- High Hill Unit 3 Limits - Phase I/II Engineering

Consulting Engineering
Master Agreement Work Order Form

I. Project Understanding

General Understanding/Assumptions

Christopher B. Burke Engineering, Ltd. (CBBEL) understands that the Village of Algonquin (Village) desires to improve a section of roadway within the Village that includes Huntington Drive from Hanson Road to Circle Drive, which has a total distance of approximately 6,100 feet (1.16 miles) (refer to Exhibit 1), in McHenry County, Illinois. The improvement need is based on the existing hot-mix asphalt pavement conditions, and to provide a new, marked on-street bike lane to connect to the larger Village bicycle network.

This section of roadway is classified as a Major Collector and is currently designated by the Illinois Department of Transportation (IDOT) and the Chicago Metropolitan Agency for Planning (CMAP) as Federal Aid Urban (FAU) Route # 4013. As a Major Collector roadway, FAU 4013 is eligible for federal funding participation. On this basis, the Village desires to prepare Phase I Engineering in accordance with federal project development procedures to ensure eligibility for federal funding as part of project development beyond Phase I Engineering. Project readiness will be a key factor in considering of future STP-Local funding. On this basis, completing Phase I and potentially Phase II Engineering in advance will ensure optimum project readiness for the future STP funding application through the McHenry County Council of Mayors (MCCOM). This document includes the required scope of services to complete Phase I Engineering based on federal project development procedures, as outlined in the IDOT Bureau of Local Roads and Streets (BLRS) Manual.

The typical existing roadway section along this section of FAU 4013 is one through lane in each direction, undivided. The roadway typically includes one 12' wide lane in each direction, with a 5' wide paved shoulder with type B-6.12 curb and gutter and storm sewer drainage. Both sides of Huntington Drive include a turf grass parkway and a 4' wide P.C.C. sidewalk.

Contingent on the results of the Phase I Engineering, the anticipated improvement includes a 2" mill and resurfacing, spot curb and gutter removal and replacement, spot PCC sidewalk removal and replacement, drainage and utility structure adjustments, spot underground utility repairs, ADA ramp assessment and design to meet current PROWAG/ADA standards, and new on-street striped bicycle lanes. This proposal assumes utilizing the existing 5' wide paved shoulder width for the new bicycle lanes, with no pavement widening as part of the proposed improvements.

Although the existing average daily traffic (ADT) volume along this section of roadway is relatively low for a major collector at approximately 1,600 to 2,100 vehicles per day (VPD), it is anticipated that IDOT will require consideration of year 2040 traffic

projections as part of the proposed improvement plan development based on the resurfacing scope of work. The existing intersections within the project limits are stop controlled on the minor legs, which is anticipated to remain.

Based on a review of the FEMA mapping, there are no designated 100-year floodways or floodplains that cross the roadway within the project limits.

There are no bridges, culverts, or retaining wall structures within the project limits, and no proposed structures are anticipated that would require a separate hydraulic report or the preparation of a separate type, size, and location (TSL) drawings per IDOT requirements.

There are no tree removals proposed as part of this project.

In addition, the following tasks are excluded from the Phase I Engineering scope of services, and may be included as part of the subsequent Phase II Engineering as noted:

- There is existing street lighting at minor intersection legs throughout the corridor, which is anticipated to remain, with no existing continuous roadway lighting. There are no proposed roadway lighting improvements or photometric analysis included as part of this proposal.
- Topographic Survey of the corridor and special ADA survey for ramp design will be completed as needed in Phase II Engineering.
- If right-of-way and/or construction easements are required, a Plat of Highways would be prepared as part of Phase II Engineering, as applicable.
- Pavement cores, soil borings and geotechnical investigations will be completed as part of Phase II Engineering. Previous construction contracts and area soils maps will be reviewed to estimate potential unsuitable soils, which will be reflected in the Phase I preliminary construction cost estimate.
- It is assumed there are no existing flooding reports or drainage problems within the project corridor. It is assumed the existing drainage system will be utilized under proposed conditions, with no proposed storm sewers or major modifications to the existing drainage system. CBBEL will review and provide recommendations for minor drainage improvements within the project corridor, which may include the addition of pipe underdrains below proposed curblines, additional surface drainage inlet structures, or new frames and grates on existing drainage structures.
- The existing pavement width will be utilized for the proposed improvements. There is no pavement widening proposed on any project roadways.
- Major intersection improvements at the Huntington Drive/Hanson Road and Huntington Drive/Circle Drive intersections are not included within the scope of the project, such as lighting, lane configurations, turn radii, and/or pavement widening. Minor intersection upgrades such as additional pavement marking for pedestrian crossings is assumed to be included. Detailed ADA ramp design will be completed as part of Phase II Engineering.
- Water main replacement or adjustments are not included within the scope of work.

It is estimated that completion of the Phase I Study will require approximately 7 months to complete, including review time by the Village and IDOT for various submittals.

We understand that the Village will be collecting information on the existing sidewalks, curb and gutter, driveway aprons, and drainage and underground public utilities, and will provide an asset condition report with a list of locations for the repair, replacement, or rehabilitation of these facilities for incorporation into the plans.

II. Scope of Services

A. Data Collection and Analysis

The purpose of this task is to assemble a database for project development. This database will consist of obtaining existing roadway plans, utility atlases, maintenance records (as applicable), property data, land use information, other pertinent data from the Village, obtaining recent aerial photography, obtaining existing crash data from IDOT, obtaining existing intersection traffic counts, and any other information required to complete Phase I Engineering. The project database development includes the following:

- Prepare aerial mosaics of the project limits to be used for exhibits and presentations.
- Coordination with the Village and utility companies to obtain atlases of all utilities within the project limits and place this information on a CADD base map.
- Retrieve record roadway plans as available
- Obtain available record geotechnical information from adjacent completed projects and available area soils maps
- Obtain record traffic counts at the project termini, which is anticipated to be required for review of logical project termini by IDOT.
- Coordination with the Chicago Metropolitan Agency for Planning (CMAP) for year 2040 projected traffic volumes.
- Field Visits – CBBEL anticipates one field visit to the project area for project data collection and inspection.
- Crash data will be retrieved from IDOT for the last five available years of data. The crash data will be evaluated and a letter will be prepared to summarize types, severity, and trends, and identify applicable remedial measures to be incorporated in the proposed improvement plan, if applicable.

B. Environmental Coordination and Analysis

This work includes completion of environmental screening and clearance, including preparation of exhibits and submittal to IDOT for processing. This task includes completion of all required clearances for Phase I Design Approval. The following work as part of this task will be completed:

- CBBEL will prepare and submit form BDE 2715, an Environmental Radius Report, and IDOT Trained Staff Initial Project Screening forms to IDOT. This submittal will be for review of biological and cultural resources within the identified project

limits. Proposed right-of-way and easement areas are not anticipated, and will not be included as part of the submittal. The results of this review and clearances will be included in the Phase I Project Development Report (PDR) for IDOT review and approval.

- CBBEL will complete a special waste screening and prepare the Preliminary Environmental Site Assessment (PESA) if required by IDOT.
- CBBEL will review the project corridor for presence of any high quality trees or other landscape features that will require protective action during construction, or will be adversely impacted.

The presence of jurisdictional wetlands are not anticipated within the project corridor. It is assumed that wetland delineations are not required, and are therefore excluded from the scope of this work.

C. Drainage Studies

The existing drainage system is anticipated to be in good condition and suitable for reuse, with all existing storm sewers to be maintained. There are no known existing drainage problems or known flooding reports within the project study area.

CBBEL will prepare a letter to be signed by the Village for IDOT approval. Existing storm sewer sizing and inlet spacing will be analyzed as part of Phase II Engineering.

D. Proposed Improvement Plans

CBBEL will develop preliminary proposed improvement plans based on field reconnaissance results, utility televising, and input from Village staff. Preliminary proposed improvement plans will be submitted to the Village and IDOT for review and approval.

The proposed improvement is anticipated to utilize the existing roadway alignment and the existing roadway pavement width. CBBEL will produce schematic exhibits consisting of the proposed improvement overlaid on aerial photography.

The project team will develop typical sections, identify preliminary right-of-way needs (if any), and determine preliminary construction costs for the proposed improvement plan. Items completed will include:

- Preparation of the proposed improvement plan (1" = 20' base maps).
- A preliminary (Phase I) Opinion of Probable Cost will be prepared for the proposed improvement plan and included in the Phase I Report.
- An ADA Improvements exhibit will be prepared highlighting all pedestrian crossing ramps and locations to be designed in Phase II Engineering.

E. Stakeholder Coordination

A Public Meeting is not anticipated to be required through IDOT as part of the Federal Phase I process. It is therefore not recommended that a Public Meeting is held for the project improvements. However, since this project has the potential to have minor impacts to adjacent properties, a Stakeholder Coordination Meeting be held toward the end of the Phase I Study to present the proposed improvement plan for public comment, but also to provide opportunities for outreach and coordination with key project stakeholders throughout the Phase I Engineering process.

Stakeholder Coordination Meeting

The scope of work for the Stakeholder Coordination Meeting (SCM) includes the following tasks:

- CBBEL will assist the Village in preparing and sending public notifications for the SCM.
- CBBEL will develop and coordinate the publishing of advertisements or display ads for the SCM in advance of the meeting as coordinated with the Village.
- It has been assumed that the SCM will be held at the Village Hall or a comparable public location within the project proximity, with no cost involved.
- CBBEL will prepare a complete set of exhibits for the SCM at 1" = 20' scale of the proposed improvement plan. Other exhibits for the SCM will include traffic data, crash data, environmental data, schedule, typical sections, and any other exhibits required or desired.
- Meet with the Village to review the presentation prior to the SCM.
- The SCM will be held in an open house format, meaning no formal presentation and interested persons can attend at any time, and will be held for three (3) hours in the evening after typical work hours.
- CBBEL will provide 3 staff members for the SCM and will maintain a record of attendees

Coordination Meetings

Coordination meetings with various project stakeholders including Village staff, IDOT, FHWA, and Community Unit School District 300 are anticipated near the conclusion of Phase I Engineering. The estimated meetings and coordination are described below. Meeting summaries will be prepared for each meeting that occurs, and will be included as documentation in the Phase I PDR.

- Village Staff Meetings (3 meetings)
- Village Board Presentation (1 meeting, if required)
- IDOT (2 meetings)
- FHWA (1 meeting)

F. Phase I Project Development Report

Based on the project setting and the anticipated proposed improvement plans, it is anticipated that IDOT will concur with project classification as a Categorical Exclusion Group I, with no report. On this basis, CBBEL will develop a Draft and a Final Project Development Report based on current IDOT BLRS requirements (BLRS Form 19100), and will include the following:

- Prepare a draft PDR and complete a peer review and internal QAQC procedures.
- Submit the draft PDR to the Village and IDOT for review and comment.
- Address preliminary PDR comments from Village and IDOT and prepare a final PDR for resubmittal to IDOT for review and granting of Phase I Design Approval.
- Provide final bound copies of the approved PDR to the Village and to IDOT as required, including a complete copy in pdf format.

G. Project Administration

This task includes overall project administration and management, as well as implementation of CBBEL's quality assurance procedures for Phase I Engineering. Project administration includes managing the day to day work effort on the project to ensure an efficient project development process including work force allocations, budget oversight, monthly progress reviews to ensure project milestones are being met and periodic progress coordination meetings. This task also includes the preparation of the agenda, meeting minutes, and revisions for the Phase I Kickoff Meeting.

III. Staff-Hour & Fee Summary

A. Data Collection and Analysis

Engineer IV	8 hrs x \$175/hr	=	\$1,400
Engineer III	8 hrs x \$157/hr	=	\$1,256
Engineer I/II	8 hrs x \$135/hr	=	<u>\$1,080</u>
			\$3,736

B. Environmental Coordination and Analysis

Engineer VI	1 hrs x \$242/hr	=	\$ 242
Engineer V	4 hrs x \$208/hr	=	\$ 832
Engineer IV	4 hrs x \$175/hr	=	\$ 700
Engineer III	14 hrs x \$157/hr	=	\$ 2,198
Engineer I/II	14 hrs x \$135/hr	=	<u>\$ 1,890</u>
			\$ 5,862

C. Drainage Studies

Engineer IV	3 hrs x \$175/hr	=	\$ 525
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D.	<u>Proposed Improvement Plans</u>				
	Engineer VI	2 hrs x \$242/hr	=	\$	484
	Engineer V	2 hrs x \$208/hr	=	\$	416
	Engineer IV	12 hrs x \$175/hr	=	\$	2,100
	Engineer III	16 hrs x \$157/hr	=	\$	2,512
	Engineer I/II	16 hrs x \$135/hr	=	\$	2,160
	Engineering Intern	24 hrs x \$81/hr	=	\$	1,944
	CAD Manager	8 hrs x \$187/hr	=	\$	1,496
					<u>\$ 11,112</u>
E.	<u>Stakeholder Coordination</u>				
	Engineer V	4 hrs x \$208/hr	=	\$	832
	Engineer IV	16 hrs x \$175/hr	=	\$	2,800
	Engineer III	16 hrs x \$157/hr	=	\$	2,512
	Engineer I/II	16 hrs x \$135/hr	=	\$	2,160
	CAD Manager	2 hrs x \$187/hr	=	\$	374
	GIS Specialist III	8 hrs x \$157/hr	=	\$	1,256
					<u>\$ 9,934</u>
F.	<u>Phase I Project Development Report</u>				
	Engineer VI	2 hrs x \$242/hr	=	\$	484
	Engineer V	2 hrs x \$208/hr	=	\$	416
	Engineer IV	6 hrs x \$175/hr	=	\$	1,050
	Engineer III	16 hrs x \$157/hr	=	\$	2,512
					<u>\$ 4,462</u>
G.	<u>Project Administration</u>				
	Engineer VI	4 hrs x \$242/hr	=	\$	968
	Engineer V	6 hrs x \$208/hr	=	\$	1,248
	Engineer IV	12 hrs x \$175/hr	=	\$	2,100
	Engineer III	12 hrs x \$157/hr	=	\$	1,884
					<u>\$ 6,200</u>
		Subtotal			\$41,831
		Direct Costs			<u>\$ 500</u>
		Not-to Exceed Fee	=		\$42,331

VILLAGE OF ALGONQUIN

Accepted by: _____

Title: _____

Date: _____

CHRISTOPHER B. BURKE ENGINEERING, LTD.

Accepted by:  _____

Title: President _____

Date: 6/3/2025 _____

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CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
VILLAGE OF ALGONQUIN

<u>Personnel</u>	<u>Charges</u> <u>(\$/Hr)</u>
Engineer VI.....	242
Engineer V.....	208
Engineer IV.....	175
Engineer III.....	157
Engineer I/II.....	135
Survey V.....	208
Survey IV.....	196
Survey III.....	179
Survey II.....	140
Survey I.....	119
Engineering Technician V.....	191
Engineering Technician IV.....	170
Engineering Technician III.....	123
Engineering Technician I/II.....	95
CAD Manager.....	187
CAD II.....	136
CAD I.....	119
GIS Specialist III.....	157
Landscape Architect II.....	179
Landscape Architect I.....	157
Landscape Designer III.....	136
Landscape Designer I/II.....	106
Environmental Resource Specialist V.....	208
Environmental Resource Specialist IV.....	170
Environmental Resource Specialist III.....	145
Environmental Resource Specialist I/II.....	110
Environmental Resource Technician.....	123
Bus Ops Department.....	120
Engineering Intern.....	81

Updated January 13, 2025

Consulting Engineering
Master Agreement Work Order Form

I. Incorporation of Master Agreement

All terms and conditions contained within the Village Engineer Master Agreement executed between the parties shall be applicable to the work to be performed under this Work Order and shall be deemed to be fully incorporated as if fully set forth herein.

II. Project Understanding

A. General Understanding/Assumptions

CBBEL understands the Village of Algonquin would like to complete roadway HMA Resurfacing and improvements within the High Hill Unit 3 subdivision, located east of Hanson Road, south of Huntington Drive, and north of Jaycee Field. The roadways within the project include Partridge Ct, Glenwood Ct, Crestwood Ct, Grandview Ct, Stoney Brook Ct, Brookwood Cir, Parkwood Cir, and Country Ln. The total length of the project is approximately 5,410 feet, (1.02 miles). The following is our understanding of the scope of work:

- 2” HMA Grind and Overlay (dependent on pavement cores):
 - Partridge Court (800 ft.)
 - Glenwood Court (800 ft.)
 - Crestwood Court (800 ft.)
 - Grandview Court (800 ft.)
 - Stoney Brook Court (675 ft.)
 - Brookwood Circle (285 ft.)
 - Parkwood Circle (575 ft.)
 - Country Lane (675 ft.)
- Spot curb and gutter removal and replacement
- Spot PCC sidewalk removal and replacement
- Spot driveway apron removal and replacement
- Drainage and utility structure adjustments
- Spot underground utility repairs, or removal and replacement
- ADA ramp assessment and design at all roadway intersections to meet current PROWAG/ADA standards. ADA crossings will be eliminated at unnecessary locations as directed by the Village.
- Landscape restoration, as necessary

We understand that the Village will be collecting information on the existing sidewalks, curb and gutter, driveway aprons, and drainage and underground public utilities, and will provide an asset condition report with a list of locations for the repair, replacement, or rehabilitation of these facilities for incorporation into the plans.

CBBEL will also review and provide recommendations for any existing drainage problems along all roadways within the project corridor, which may include the addition of pipe underdrains below proposed curblines, additional surface drainage inlet structures, or new frames and grates on existing drainage structures. One area on Parkwood Circle approximately 75 feet east of Grandview Court was observed to have surface sedimentation and deteriorating pavement near the low point of the road, pointing to a likelihood of frequent ponding water.

The following tasks are not included in the scope of this project:

- Pavement widening on any project roadways
- Water main replacement or adjustments
- Public Information Meeting
- IEPA Notice of Intent (NOI) and Stormwater Pollution Prevention Plan (SWPPP) are not required as part of this project, and are therefore not included in the scope of work.

B. Design Criteria

Village of Algonquin/IDOT design criteria will be utilized for this project.

III. Scope of Services

A. Surveying and Geotechnical Services

CBBEL will perform topographic survey based on the following tasks.

Task A.1 – ADA Topographic Survey

The Topographic Survey of fourteen (14) street corners for Special ADA ramp design will be performed at all intersections within the project limits and any mid-block crossings, as applicable.

The survey for special ADA ramps shall include an area from the street right-of-way to the adjacent edge of pavement of subject street (Typical Quadrant Survey Criteria for ADA Ramps Design) and 25 feet overlap with crossing streets right-of-way. The survey shall include the following specific tasks:

Horizontal and Vertical Control: Utilizing state plane coordinates, CBBEL will set recoverable primary control utilizing state of the art GPS equipment.

Topographic Survey: CBBEL will field locate all pavements, driveways, curb and gutters (curb, gutter flow line, and edge of pavement/ face of curb), pavement markings, signs, Manholes or Utility Vaults on sidewalks and parkways and within 10 feet of pavement area adjacent to the curb, drainage structures, driveway culverts, cross road culverts, Fences, Traffic Signals, Signs, traffic cameras, parking meters, and pay boxes, Trees (including DBH) & Bushes, Light and Power Poles, Sidewalks (back and face of sidewalks) and pavement. Elevations every approximately 10 feet along sidewalks, curbs, gutters, building or property line,

doorway stoops or steps as applicable shall be taken. Elevations of roadway 5 feet from edge of pavement to be included.

Base Mapping: All of the above information will be compiled into one base map representative of existing conditions of the project corridor for use in engineering work.

Task A.2 – JULIE Coordination

CBBEL will coordinate with JULIE to retrieve atlas information for all applicable underground utilities including water main, gas, electric, cable, etc.. CBBEL will compile all Utility Atlas information into the base map. Locations of existing utilities /obstructions / systems shown on the base map are the compilation of available utility plans provided by utility owners and JULIE Utility Coordination. All utilities /obstructions / systems may not be shown. Contractor shall be responsible for locating and protecting all underground utilities /obstructions / systems whether or not shown on base map. JULIE Utility Coordination Atlas information is typically isolated to Public Right-of-Way (off-site) & limited areas adjacent to Public Right-of-Way. Identification & location of all private subsurface utilities within project area (on-site) is the responsibility of the client.

Task A.3 – Geotechnical Investigation

A Geotechnical Investigation will be performed by CBBEL's subconsultant, Rubino Engineering. The Geotechnical Investigation will include eight (8) pavement cores, at a maximum depth of 2 feet, to determine the existing structure of the pavement and condition of subgrade materials.

The study will also perform a Potential Impacted Property (PIP) evaluation. If the PIP evaluation indicates further testing is needed for form LPC-663, soil samples from each direct push location will be analytically tested for compliance with IEPA CCDD requirements. Soil analytical testing will include eight (8) direct push samples at a maximum depth of 2 feet, with six samples tested for pH only, and two samples fully tested for VOCs, SVOCs, RCRA, metals, and pH. A summary report will be prepared which describes the sampling procedures followed and presents results of the analytical laboratory testing. The results of the testing will include LPC-663 Certification, as applicable.

Upon completion of the field and laboratory work, Rubino will prepare a Geotechnical Report using the collected data. The report will include the following:

- Summary of client-provided project information and report basis
- Core Location Plan
- Photo documentation of field conditions and core specimens
- Subbase stone thickness and material

An electronic copy of the report will be provided.

B. Engineering Services

Task B.1 – Field Reconnaissance

CBBEL Staff will perform a Field Reconnaissance of all roadways within the project limits with Village. The purpose of the Field Reconnaissance will be to determine the locations, limits, and estimated quantities of drainage structures, driveway apron, curb and gutter, and sidewalk removal and replacement. The results of the Field Reconnaissance will be included in the Preliminary Plans. The results of the Field Reconnaissance will be reviewed with the Department of Public Works and compared to previous estimates to determine their impact on the estimated construction cost.

Task B.2 – Stormwater Review

CBBEL will complete a detailed review of the identified drainage problems, inlet locations, storm sewers, and existing drainage patterns throughout the project corridor to provide recommendations for additional inlets or potential storm sewer improvements. Special attention will be given to the following location, which was identified in the field to have telltale signs of frequent standing water: Parkwood Circle, approximately 75 feet east of Grandview Court.

Task B.3 – Plans, Specifications and Estimates

CBBEL will prepare engineering plans, specifications, and estimates utilizing local funds for the following sheets:

- Cover Sheet
- General Notes Sheet, Index, and List of Standards
- Summary of Quantities
- Alignments, Ties, and Benchmarks
- Existing and Proposed Typical Sections
- Existing Conditions and Removal Plans
- Proposed Roadway Plans
- ADA Ramp Details
- Construction Details
- Estimate of Construction Cost
- Construction Schedule

CBBEL will draft the Plan base sheets at a scale of 1"=20' for use during design. We anticipate three submittals as part of the process: Preliminary, PreFinal, and Final Plan submittals.

CBBEL will assist the Village in bidding and recommendations of the bids.

C. Meetings/Coordination

2 Meetings with Village

It is assumed a public information meeting is not included.

- D. Deliverables**
PDFs of Pre-Final and Final Engineering Plans, Specifications, and Estimate
- E. Services by Others**
N/A
- F. Information to be Provided by Client**
Village asset condition report and analysis of the existing sidewalk, curb and gutter, sanitary and storm sewer condition, and other existing features.

IV. Staff-Hour & Fee Summary

A. Survey

Task A.1 ADA Topographic Survey

Survey V	2 hrs x \$208/hr	=	\$ 416
Survey IV	6 hrs x \$196/hr	=	\$ 1,176
Survey III	6 hrs x \$179/hr	=	\$ 1,074
Survey II	36 hrs x \$140/hr	=	\$ 5,040
Survey I	36 hrs x \$119/hr	=	\$ 4,284
CAD Manager	24 hrs x \$187/hr	=	\$ 4,488
			<u>\$16,478</u>

Task A.2 JULIE Coordination

Survey III	20 hrs x \$179/hr	=	\$ 3,580
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Task A.3 Geotechnical Investigation

Rubino Engineering		=	<u>\$7,470</u>
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Subtotal Task A **\$27,528**

B. Engineering Services

Task B.1 Field Reconnaissance

Engineer V	4 hrs x \$208/hr	=	\$832
Engineer III	8 hrs x \$157/hr	=	<u>\$1,256</u>
			\$2,088

Task B.2 Stormwater Review

Engineer IV	3 hrs x \$175/hr	=	\$525
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Task B.3 Plans, Specifications, and Estimates

Engineer VI	6 hrs x \$242/hr	=	\$1,452
Engineer V	24 hrs x \$208/hr	=	\$4,992
Engineer IV	60 hrs x \$175/hr	=	\$10,500
Engineer III	140 hrs x \$157/hr	=	\$21,980
Engineer I/II	140 hrs x \$135/hr	=	\$18,900
CAD Manager	70 hrs x \$187/hr	=	<u>\$13,090</u>
			\$70,914

Subtotal Task B **\$73,527**

C. Meetings/Coordination

Engineer IV	4 hrs x \$175/hr	=	\$ 700
Engineer I/II	4 hrs x \$135/hr	=	<u>\$540</u>
	Subtotal Task C		\$ 1,240

Subtotal	\$102,295
Direct Costs	<u>\$500</u>
Not-to Exceed Fee	= \$102,795

VILLAGE OF ALGONQUIN

Accepted by: _____

Title: _____

Date: _____

CHRISTOPHER B. BURKE ENGINEERING, LTD.

Accepted by:  _____

Title: President

Date: 6/2/2025

CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
VILLAGE OF ALGONQUIN

<u>Personnel</u>	<u>Charges</u> <u>(\$/Hr)</u>
Engineer VI.....	242
Engineer V.....	208
Engineer IV.....	175
Engineer III.....	157
Engineer I/II.....	135
Survey V.....	208
Survey IV.....	196
Survey III.....	179
Survey II.....	140
Survey I.....	119
Engineering Technician V.....	191
Engineering Technician IV.....	170
Engineering Technician III.....	123
Engineering Technician I/II.....	95
CAD Manager.....	187
CAD II.....	136
CAD I.....	119
GIS Specialist III.....	157
Landscape Architect II.....	179
Landscape Architect I.....	157
Landscape Designer III.....	136
Landscape Designer I/II.....	106
Environmental Resource Specialist V.....	208
Environmental Resource Specialist IV.....	170
Environmental Resource Specialist III.....	145
Environmental Resource Specialist I/II.....	110
Environmental Resource Technician.....	123
Bus Ops Department.....	120
Engineering Intern.....	81

Updated January 13, 2025



VILLAGE OF ALGONQUIN
PUBLIC WORKS DEPARTMENT

- M E M O R A N D U M -

DATE: June 12, 2025

TO: Tim Schloneger, Village Manager
Nadim Badran, Public Works Director

FROM: Michael Reif, Internal Services Supervisor

SUBJECT: Purchase of One New Ford F-150 Pickup Truck

Staff recommends purchasing one new 2025 Ford F-150 pickup truck, to add to the Water Division fleet, for the price of \$40,970. Funds for this purchase were approved in the FY25-26 budget process.

This truck will be purchased through the [Suburban Purchasing Cooperative](#), a joint purchasing program that provides competitively bid pricing for municipal vehicles, with Currie Motors as the low bidder.

CURRIE MOTORS FLEET

INVOICE

10125 West Laraway Rd
Frankfort, IL 60423

Phone: 815-464-9200

Fax: 815-464-7500

curriefleet@gmail.com

SOLD TO:

Village of Algonquin

QUOTE

SPC # 232

INVOICE NUMBER	QUOTE
INVOICE DATE	
PURCHASE ORDER NO.	
SALESPERSON	Nic Cortellini
TERMS	COD
DELIVERY ETA	

SHIPPED TO:

Village of Algonquin

STOCK #	DESCRIPTION	VIN	AMOUNT
X1L	2025 Ford F-150 XL 4x4, Super Cab, 6.5FT Box		\$40,025.00
99P	2.7L V6 Eco Boost		N/C
44G	Electronic 10 Speed Automatic Transmission		N/C
96W	Beadliner- Tough Bed Spray - IN		\$ 542.00
85H	Back Up Alarm		\$ 200.00
Exterior Color	Oxford White		N/C
Interior	Vinyl 40/20/40 Front Seat		N/C
	License and Title Municipal (M-Plates)		\$ 203.00
FINANCE CHARGES will apply if the invoice is unpaid from <u>15 days</u> after delivery date of the vehicle. The "FINANCE CHARGES" are computed by a periodic rate of <u>1%</u> per month. The title application must be filed with Secretary of State within <u>30 days</u> or will be subject to a delinquent fee of <u>\$188.00</u>			SUBTOTAL \$ 40,970.00
			PAY THIS AMOUNT \$ 40,970.00

X

Accepted By

THANK YOU FOR YOUR BUSINESS!