



**TENTATIVE A g e n d a**  
**President and Board of Trustees**  
**Monday, September 19, 2011**  
**Village Hall**  
**123 Madison Street**

**Regular Meeting at 7:30 p.m. in the Council Chambers**

I. Call to Order

II. Roll Call

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The President and Board of Trustees welcome you. Statements may be made by citizens at the beginning of the meeting, as well as when agenda items are reviewed. If you wish to make a statement, please complete the “Instructions to Address the Village Board” form which is available at the back of the Chambers, and present it to the staff table at front. When recognized, approach the podium, state your name and address first, and please limit your remarks to three minutes.

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**Instructions for Non-Agenda Public Comment**

**(3 minutes per person; 30 minutes maximum)**

Non-Agenda Public Comment is a time set aside at the beginning of each Regular Meeting for citizens to make statements about an issue or concern that is not on that meeting’s Agenda. It is not intended for a dialogue with the Board. You may also communicate with the Board via the Village Board voicemail at 708-358-5784 or email [Board@oak-park.us](mailto:Board@oak-park.us).

Non-agenda public comment will be limited to 30 minutes with a limit of 3 minutes per person. If comment requests exceed 30 minutes, public comment will resume after the items listed under the Regular Agenda are complete.

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**Instructions for Agenda Public Comment**

**(3 minutes per person; 3 items per person maximum)**

Comments are 3 minutes per person per agenda item, with a maximum of 3 agenda items to which you can speak. In addition, the Village Board permits a maximum of three persons to speak to each side of any one topic that is scheduled for or has been the subject of a public hearing by a designated hearing body. These items are noted with a (\*).

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III. Agenda Approval

IV. Minutes – Regular Village Board Meeting Minutes of September 6, 2011 and Special Village Board Meeting Minutes of September 12, 2011

V. Non-Agenda Public Comment – *Please refer to instructions above.*

**VI. Village Manager Reports**

**VII. Village Board Committees**

**Overview:** This section is intended to be informational. If there are approved minutes from a recent Committee meeting of the Village Board, the minutes will be posed in this section.

**VIII Citizen Commission Vacancies**

**Overview:** This is an ongoing list of current vacancies for the Citizens Involvement Commissions. Residents are encouraged to apply through the Village Clerk's Office.

**IX. Citizen Commission Appointments, Reappointments, Removal, Resignation and Chair Appointments**

**Overview:** Names are forwarded from the Citizens Involvement Commission to the Village Clerk and then forwarded to the Village President for recommendation. If any appointments are ready prior to the meeting, the agenda will be revised to list the names.

**Civic Information Systems Commission -** Anastasia Hallab, Appoint as Member  
David Hart, Appoint as Member  
Joe Shepley, Appoint as Member

**Citizen Involvement Commission -** Sally Wallace, Appoint as Member

**Historic Preservation Commission -** Greg Battoglia, Appoint as Member

**Plan Commission -** Sonny Ginsberg, Appoint as Member

**X. Regular Agenda**

**I. Greater Downtown Master Plan (GDMP) Update**

At the last Village Board Meeting, the Board announced at the September 19, 2011 Regular Meeting staff would review the downtown master plan and discuss some strategies in process. Staff will also discuss some next steps in the process such as the release of a 30 day call for bid proposals.

**a. Village Planner Craig Failor Reviews GDMP**

**b. Business Services Manager Loretta Daly Reviews Retail Strategy**

**A. Records and Information Management System Report**

The Village Clerk engaged Dominican University to conduct research and provide an evaluation of the Village's record management system.

**XII. Consent Agenda**

- B. Motion to Accept the Zoning Board of Appeals' Recommendation & Findings of Facts as Proposed and Direct Staff to Prepare an Ordinance Approving a Wireless Facility for AT&T at 714 Lake Street**  
**Overview:** AT&T Mobility proposes to construct a wireless rooftop facility at 714 Lake Street. Section 3.1 and 4.5.2(U) of the Zoning Ordinance stipulates that a Special Use Permit shall be required for any electronic transmitting and receiving device(s) used for commercial purposes and located in an R-7 or less restrictive district. AT&T Mobility will also request relief from Section 3.8.1 (A) (2) (Building Height) in order to install a total of nine proposed Power wave Antennas to a centerline height of 76', whereas the height limit is 45 feet in the B-1/B-2 General Business District.
- C. Resolution Awarding a Small Rental Properties Rehabilitation Loan and Energy Efficiency Loan and Authorizing the Execution of a Small Rental Rehab and Energy Efficiency Loan Commitment and Agreement SRP-011**  
**Overview:** The purposes of the Small Rental Properties Rehabilitation Loan Program are to address and to correct deteriorated and blighted homes throughout the village, to provide affordable rental housing, and to improve the energy efficiency of small rental properties. The eligible owner of this two-unit property is requesting a forgivable rehab loan of \$10,000.00 and an energy efficiency loan of \$5,000.00 from the village.
- D. Resolution Authorizing Subordination of Liens: FHAP-015 and BP-022**  
**Overview:** The loan recipient is requesting a subordination of their First Home Buyer and Barrie Investment
- E. Ordinance Authorizing Amendment of Section 7-9-8F of the Village Code Designating 700 South Lombard Avenue as an Oak Park Historic Landmark as Reviewed at the September 6, 2011 Village Board Meeting**  
**Overview:** This is a final approval of an historic landmark nomination for 700 South Lombard.
- F. Motion to Accept Historic Preservation Commission Resolution and Findings of Fact with Regard to the Nomination of 217 South Humphrey Avenue and Direct Staff to Prepare an Ordinance designating it as an Oak Park Historic Landmark.**  
**Overview:** This is a first review of an historic landmark nomination for 217 South Humphrey.

**G. Motion Authorizing the Release of the 2012 Draft Action Plan of CDCAC Award Recommendations for a 30-Day Public Comment Period**

**Overview:** The Board is being asked to release the 2012 draft Annual Action Plan, which includes the 2012 CDBG and ESG funding recommendations of the Community Development Citizens Advisory Committee, for a 30-day public comment period, prior to Board final approval.

<u>Administrative/Planning</u>	<u>Awarded</u>
Village of Oak Park	\$269,435
Oak Park Regional Housing Center	\$ 75,740

**Public Services**

Accolade	\$ 9,000
Children's Clinic	\$ 16,000
Community Support Services	\$ 11,500
NAMI - Metro Suburban	\$ 4,600
OPRF Food Pantry	\$ 18,000
Parenthesis Parent-Child Center	\$ 10,000
Parenthesis Parent-Child Center	\$ 12,500
Sarah's Inn	\$ 13,000
Thrive Couns Center	\$ 8,700
Vital Bridges/Heartland Health	\$ 7,000
West Suburban PADS	\$ 12,010
West Suburban PADS	\$ 25,000

**Oak Park Regional Housing Center** **\$111,571**

**Public Facility Improvements**

Oak Leyden	\$ 10,000
Seguin Services	\$ 26,000

**Public Infrastructure/Capital Improvements**

VOP Public Works Engineering	\$780,000
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**Housing**

VOP Housing	\$305,821
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**Emergency Solutions Grant**

Catholic Charities	\$ 6,265
Vital Bridges	\$ 15,500
West Suburban PADS	\$ 61,772

**H. Resolution Authorizing Execution of an Advertising Transit Bus Station (Shelter) Agreement with Pace and Direct Staff to Prepare the Necessary Ordinance Amendments.**

This is the final step in the bus shelter project. A total of 11 structures are planned for installation at various locations throughout the Village. It is recommended that the Board approve the resolution. If approved, staff will create an ordinance amendment to amend the sign code to permit off-site advertising.

### **XIII. Approval of Bills**

#### **Call to Board and Clerk**

#### **Adjourn**

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(\*) The Village Board permits a maximum of three persons to speak to each side of any one topic that is scheduled for or has been the subject of a public hearing by a designated hearing body.

For more information regarding Village Board meetings and agendas, please contact the Village Manager's Office at 708.358.5770. If you require assistance to participate in any Village program or activity, contact the ADA Coordinator at 708.358,5430 or e-mail [adacoordinator@oak-park.us](mailto:adacoordinator@oak-park.us) at least 48 hours before the scheduled activity.

Agendas and agenda materials are now available electronically on the village web site. Visit [www.oak-park.us](http://www.oak-park.us), mouse-over News, then click on Board Agendas and Minutes.

**Get the latest Village news via e-mail. Just go to [www.oak-park.us](http://www.oak-park.us) and click on the e-news icon to sign up. Also, follow us on *facebook, twitter and YouTube.***

# APPOINTMENTS

## 12 SEPTEMBER 2011

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### Civic Information Systems Commission

Appoint as Member:

Anastasia Hallab  
1167 S. Euclid  
312-259-1701

Term expires 9-12-14

David Hart  
1040 Gunderson  
708-383-0362

Term expires 9-12-13

Joe Shepley  
800 Hayes Ave.  
773-827-2945

Term expires 9-12-13

### Citizen Involvement Commission

Appoint as Member:

Sally Wallace  
105-B S. Euclid  
708-358-1468

Term expires 9-12-14

### Historic Preservation Commission

Appoint as Member:

Greg Battoglia  
943 S. East Ave.  
312-952-5962

Term expires 9-12-14

### Plan Commission

Appoint as Member:

Sonny Ginsberg  
400 Forest  
312-405-9108

Term expires 9-12-14

**Citizen Boards and Commissions  
Vacancies**

UPDATED: 9/14/2011

Committee Name	Total Members	Number of Vacancies	Expired but Serving*	Total # Needed
<b>BUILDING CODES ADVISORY COMMISSION</b>	9	3	0	3
<b>CITIZEN INVOLVEMENT COMMISSION</b>	9	1	0	1
<b>CIVIC INFORMATION SYSTEMS COMMISSION</b>	7	5	0	5
COMMUNITY DEVELOPMENT CITIZENS ADVISORY COMMITTEE	7	0	0	0
COMMUNITY RELATIONS COMMISSION	9	0	0	0
CITIZEN POLICE OVERSIGHT COMMITTEE	7	0	0	0
COMMUNITY DESIGN COMMISSION	13	0	0	0
<b>ENVIRONMENT &amp; ENERGY COMMISSION</b>	9	1	0	1
<b>FARMERS MARKET COMMISSION</b>	11	2	0	2
FIRE AND POLICE COMMISSION	3	0	0	0
HEALTH, BOARD OF	7	0	0	0
HISTORIC PRESERVATION COMMISSION	11	1	0	1
<b>HOUSING PROGRAMS ADVISORY COMMITTEE</b>	7	2	0	2
LIQUOR CONTROL REVIEW BOARD	5	0	0	0
<b>PLAN COMMISSION</b>	9	1	1	2
PUBLIC ART ADVISORY COMMISSION	11	0	0	0
TRANSPORTATION COMMISSION	7	0	0	0
<b>UNIVERSAL ACCESS COMMISSION</b>	7	2	0	2
<b>ZONING BOARD OF APPEALS</b>	7	1	0	1
<b>TOTAL</b>	<b>155</b>	<b>19</b>	<b>1</b>	<b>20</b>

**Bolded CBACs need members**

	<u>CHAIR EXPIRATION DATE</u>
TRANSPORTATION COMMISSION	No Chair
BUILDING CODES ADVISORY COMMISSION	9/7/2008
HEALTH, BOARD OF	10/17/2011
COMMUNITY DEVELOPMENT CITIZENS ADVISORY COMMITTEE	4/20/2012
HISTORIC PRESERVATION COMMISSION	4/20/2012
HOUSING PROGRAMS ADVISORY COMMITTEE	5/11/2012
PUBLIC ART ADVISORY COMMISSION	5/11/2012
CITIZEN POLICE OVERSIGHT COMMITTEE	10/17/2012
CITIZEN INVOLVEMENT COMMISSION	6/20/2014
LIQUOR CONTROL REVIEW BOARD	2/5/2013
COMMUNITY RELATIONS COMMISSION	1/19/2013
ENVIRONMENT & ENERGY COMMISSION	8/2/2013
PLAN COMMISSION	9/18/2013
FARMERS MARKET COMMISSION	2/4/2014
FIRE AND POLICE COMMISSION	2/7/2014
COMMUNITY DESIGN COMMISSION	5/16/2014
UNIVERSAL ACCESS COMMISSION	6/6/2014
ZONING BOARD OF APPEALS	7/18/2016
CIVIC INFORMATION SYSTEMS COMMISSION	8/4/2014

VILLAGE OF OAK PARK  
AGENDA ITEM COMMENTARY

**Item Title: Motion to Accept the Records and Information Management System Report**

Resolution or Ordinance No. \_\_\_\_\_

Date of Board Action: September 19, 2011

Staff Review: *Teresa Powell*

Department Director Name: Teresa Powell, Village Clerk

Village Manager's Office: \_\_\_\_\_

**Item History (Previous Board Review, Related Action, History):**

One of the core responsibilities of the Village Clerk is responsibility all books, records, ordinances, resolutions, and papers of the Village except as otherwise provided; and for receipt, recording and filing of all papers belonging to the Village coming into the Clerk's office and for providing certified copies from the records and papers of the Village. Today these records include not only paper but electronic records as well.

In 2000-2001 the Clerk's office worked with a consultant to establish a records management system to comply with the Illinois Local Records Act to assure that all official records of the Village were preserved according to state regulations and where appropriate, were disposed of only upon granting of a Certificate of Destruction by the state. One staff member was designated as the Records Coordinator and has maintained this system over the past decade according to state regulation.

Because records are now designated for long-term or permanent storage, the Village has had to find additional storage facilities in Village-owned buildings across the Village, and was approaching capacity in 2009 when the current Clerk took office.

After a conversation with the Village Manager in 2009 about the situation and options for solutions, the Village Manager recommended meeting with staff to discuss these issues. A meeting with staff as well as the Director of the Oak Park Public Library and a professor from Dominican University's Graduate School of Library and Information Science was held that fall.

In 2010 further conversations with departmental staff responsible for records and with Dominican University led to a proposal for a project to complete a survey of staff and records as a first step to address these issues and plan for the future.

In the spring of 2011, this survey was conducted and the results will be presented to the Village Board, along with recommendations for next steps.

**Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):**

The Village Clerk's office has general responsibility for all Village Records, with specific management delegated to the various departments. Each year the departmental representatives meet with staff of the Clerk's office to review the requirements of the Local Records Act, the Freedom of Information Act, and the Open Meetings Act to assure that they know requirements for their departments.

Each department then prepares records from prior years for storage or disposal according to state schedules. The Clerk's office coordinates this process with each department.



For much of the past ten years the Clerk' office has been reviewing options for technology solutions to address long-term storage and access needs. During this time it's become clear that a records management professional can best address this process of selection, implementation, training, maintenance and periodic upgrades to assure that Village records are preserved. This position has been proposed to fill an open management position in the Clerk's office. Review of losses from Hurricane Katrina, the Joplin, MO, tornado or the Prospect Heights fire several years ago demonstrate the need for secure storage and backup of our most valuable historical records.

**Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):**

Libraries and museums may be able to collaborate with the Village on records storage through state grants. The Clerk's office has worked with the Oak Park Public Library, the Historical Society and Dominican University on options to address records management and related issues of electronic storage and has received valuable insights about the options available. Such information may also be of interest to other governmental units which must also abide by state records laws.

**Item Budget Commentary: (Account #; Balance; Cost of contract)**

A professional records and information manager, budgeted for hire this year, should also be budgeted for 2012. Funds should be included for new technology to begin implementation in 2012. With a professional records manager in place, best practices and appropriate solutions can be put in place to reduce time spent accessing and processing records with better retrieval and indexing and greater sharing of information with staff and the public. These changes can free staff for higher-level duties and more focus on their departmental responsibilities. Such economies will help reduce costs and offset the capital investment in technology solutions.

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):**

The Board may direct staff to fill the open budgeted position and conduct investigation with the Civic Information Systems Commission on possible solutions with a budget recommendation for the 2012 budget.

**Proposed Recommended Action:** Accept the report and provide direction on recommendations.

# VILLAGE OF OAK PARK


B

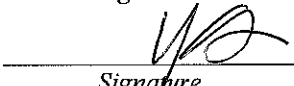
## AGENDA ITEM COMMENTARY

**Item Title: Motion To Accept The Zoning Board of Appeals' Recommendation & Findings of Facts As Proposed And Direct Staff To Prepare An Ordinance Approving A Wireless Facility For AT&T At 714 Lake Street.**

**Date of Board Action:** September 19, 2011

**Submitted by:** Alan Raphael, ZBA, Acting Chair

**Department Director:**   
Signature

**Village Manager's Office:**   
Signature

**Item History:**  
On May 19, 2011 Dolan Realty Advisors on behalf of AT&T Mobility, submitted an application pursuant to Section 3.1 (Summary Use Matrix) and Section 4.5.2 (U) of the Zoning Ordinance of the Village of Oak Park requesting the issuance of a special use permit, authorizing the construction of a rooftop wireless facility in an B-1/B-2 General Business District located at 714 Lake Street.

On June 20, 2011, The Village Board pursuant to Section 2.2.3(C) (The Hearing) of the Zoning Ordinance referred the application for special use permit to the Zoning Board of Appeals, sitting as a Zoning Commission, in order to conduct a public hearing.

On August 3, 2010, the Zoning Commission held a public hearing on this matter. The matter was continued to August 24, 2011 to receive and hear additional evidence, namely a report from its hired wireless consultant, Kramer.Firm, Inc., in conformance with the Village's policy whenever cellular antennas are requested.

On August 24, 2011, by a 5-0 vote, the Zoning Commission passed a recommendation to the President and Board of Trustees that a special-use permit be granted pursuant to the provisions of Sections 4.5.2 (U) of the Oak Park Zoning Ordinance, the construction of a rooftop wireless facility in a B-1/B-2 General Business District located at 714 Lake Street, subject to five (5) conditions and restrictions as outlined in the recommendation and findings of facts. See the attached recommendation and findings of facts.

**Item Policy Commentary:**  
AT&T Mobility proposes to construct a wireless rooftop facility at 714 Lake Street. Section 3.1 and 4.5.2(U) of the Zoning Ordinance stipulates that a Special Use Permit shall be required for any electronic transmitting and receiving device(s) used for commercial purposes and located in an R-7 or less restrictive district.

AT&T Mobility will also request relief from Section 3.8.1 (A) (2) (Building Height) in order to install a total of nine proposed Powerwave Antennas to a centerline height of 76', whereas the height limit is 45 feet in the B-1/B-2 General Business District. Six of the nine antennas will be attached to the north and south elevation of an existing 13 foot high HVAC enclosure, and the remaining three antennas will be attached to the west elevation of a proposed AT&T 20' x 20' equipment platform featuring ten foot high stealth walls.

**Staff Commentary:**

The Village has retained a cellular facility consultant named Kramer.Firm, Inc. A Supplemental Application Form For Wireless Sites, designed by the consultant to elicit required technical information in support of a special use permit was analyzed, and the consultant's report was forwarded to the Zoning Board of Appeals to provide additional technical information to the hearing body. See the attached report.

**Item Budget Commentary:**

No impact to the budget relative to processing the application. The required application fee has been paid by the applicant.

**Proposed Action:**

Accept the Zoning Board of Appeal's recommendation and findings of facts as proposed and direct staff to prepare the necessary documents for an Ordinance approving a special use permit for a cellular facility at 714 Lake Street.

Attached: Special use permit application, ZBA finding of facts and recommendations, Consultants Report and fully executed lease.

DT OAK PARK



Application for Special-Use Permit

Village of Oak Park 708.383.6400
123 Madison Street
Oak Park, IL 60302-4272

Applicant Information

Name of Applicant: [Please print] AT&T MOBILITY
Address of Subject Property: 714 LAKE STREET
Owner of Subject Property: AT&T Owner's Address: 714 LAKE STREET
Authorized Agent: [Please print] DOUG DOGAN Address: 11 E. LOCKWOOD AVE ST. LOUIS, MO 63119
Phone Number: 314-963-7700 E-Mail Address: ddogan@doganrealtyadvisors.com

Are there any original covenants, conditions, or deed restrictions concerning this property in the type of improvements, set backs, area, or height requirements? [ ] Yes (if yes, attach explanation) [X] No

Are there any contracts or agreements of any nature in existence with regard to the sale or disposal of this property that are contingent upon the decision made pursuant to this application? [ ] Yes (if yes, attach explanation) [X] No

The present owner acquired legal title to these premises on: 50+ YEARS AGO

Case Information

The Applicant seeks a special-use permit to: INSTANT ANTENNAS AND EQUIPMENT ROOM.

The subject property is located in the B1/2 General Business Zone District(s).

The subject property is presently used as: CENTRAL OFFICE - AT&T

Certification

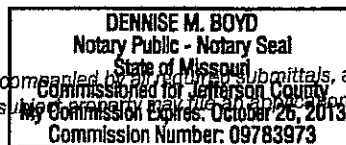
I hereby depose and say that all the above statements, as well as any statements contained in the papers submitted in support of this application submitted herewith, are true.

Sworn to me this 22nd day of JUNE, 20 11

Dennise M. Boyd
Notary Public

[Signature]
Applicant

My commission expires: 10/26/13



Notice: This application must be completed fully and legibly, and accompanied by all required submittals, as listed on the reverse side of this application. Only persons having a proprietary interest in the subject property shall be allowed to sign. The application fee is due at time of application, and is not refundable.

Special Use Standards: Section 2.2.3 (D)

A special use permit may be granted and the applicable district regulations modified only if evidence is presented to establish the following standards:

1. The proposed building or use at the particular location requested is necessary or desirable to provide a service or a facility that is in the interest of the public convenience and will contribute to the general welfare of the neighborhood or community;

**AT&T has established a need for the site as described in the propagation maps sent to City's consultant. AT&T needs additional coverage in this area.**

2. The proposed building or use will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, utility facilities and other matters affecting the public health, safety and general welfare;

**The equipment will be screened by extending the existing HVAC screen. The antennas will be mounted to the screen (not above it) and will be painted to match,**

3. The proposed building or use will be designed, arranged and operated so as to permit the development and use of neighboring property in accordance with the applicable district regulations;

**AT&T is mounting antennas on the AT&T building. This is on the roof and shall not interfere with neighboring properties.**

4. The proposed building or use complies with the more specific standards and criteria established for the particular building or use in question by Sections 2.2.7 (Planned Development Procedures) and 4.5 (Special Uses) of this Zoning Ordinance;

**AT&T designed the site to be in compliance with all applicable local, state and federal requirements.**

5. The proposed building or use has been considered in relation to the goals and objectives of the Comprehensive Plan or the Village of Oak Park; and

**This site will enhance communications for the residents and visitors to this area, including enhanced 911 call capabilities.**

6. There shall be reasonable assurance that the proposed buildings or use will be completed and maintained in a timely manner, if authorized.

**This is an important site to AT&T network coverage in this area and will be scheduled for construction after zoning and permits are approved.**

A/E DOCUMENT REVIEW STATUS	
STATUS CODE	DESCRIPTION
1	Accepted - With or no comments, construction may proceed.
2	Not Accepted - resolve comments and resubmit.

Availability does not constitute approval of design details, calculations, analysis, methods or materials developed or selected by the architect-engineer and does not constitute approval of any other work or construction details.

Reviewed By	ENG	CONST	Date

AT&T MOBILITY APPROVAL	
Real Estate	Date
RF	Date
Operation	Date

**at&t**

**SITE NAME: DT OAK PARK**  
**SITE NUMBER: IL0647**  
 10062994-IL0647.CDs-REV 1-NSB-05.05.11

PROJECT INFORMATION	
SCOPE OF WORK:	UNSHARED TELECOMMUNICATIONS FACILITY WITH NEW EQUIPMENT PLATFORM ON EXISTING ROOF AND ANTENNAS
APPLICANT:	AT&T MOBILITY PARKWAY SCHUMBURG, IL 60173
SITE ADDRESS:	714 LAKE ST. OAK PARK, IL 60301
LATITUDE:	N 41° 53' 21.18"
LONGITUDE:	W 87° 47' 35.80"
FA CODES:	10062994
PROPERTY OWNER:	VELARE OF OAK PARK
CURRENT USE:	AT&T
NEW USE:	ROOF
POWER COMPANY:	COMED
PHONE:	(600)-334-7861
TELEPHONE COMPANY:	AT&T
PHONE:	(800)-257-0302

DRAWING INDEX	
IL0647-TD1	TITLE SHEET
IL0647-CB1	OVERALL SITE PLAN
IL0647-CR1	ROOF PLAN
IL0647-CO3	ENLARGED PARTIAL ROOF PLAN
IL0647-A01	EQUIPMENT PLATFORM PLAN
IL0647-A02	NORTH ELEVATION
IL0647-A03	WEST ELEVATION
IL0647-A04	RBS 2108 CABINET SPECIFICATIONS
IL0647-A05	RBS 3518 CABINET/RRU SPECIFICATIONS
IL0647-A06	CONSTRUCTION DETAILS
IL0647-A07	CONSTRUCTION DETAILS
IL0647-A08	COAX COLOR CODING
IL0647-A09	ALARM TERMINATION
IL0647-A10	TELCO INTERFACE
IL0647-A11	RET CONTROL DIAGRAM
IL0647-A12	ANTENNA INFORMATION CHART
IL0647-A13	ANTENNA CONFIGURATION DRAWINGS SECTOR ALPHA AND BETA
IL0647-A14	ANTENNA CONFIGURATION DRAWINGS SECTOR GAMMA
IL0647-E01	ROOF PLAN SHOWING EQUIPMENT PLATFORM & ANT. LOCATIONS
IL0647-E02	ENLARGED PLAN SHOWING EQUIPMENT PLATFORM
IL0647-S03	SCREEN WALL DETAILS
IL0647-S04	SCREEN WALL ELEVATION
IL0647-S05	SCREEN WALL ELEVATION
IL0647-S06	SCREEN WALL ELEVATION
IL0647-S07	SECTION & DETAILS
IL0647-S08	STRUCTURAL GENERAL NOTES AND DETAILS
IL0647-E01	PARTIAL BASEMENT UTILITY/GROUNDING ROOF PLAN
IL0647-E02	ROOF UTILITY GROUNDING PLAN
IL0647-E03	EQUIPMENT PLATFORM GROUNDING PLAN
IL0647-E04	ELECTRIC, TELCO & GROUNDING RISER DIAGRAM
IL0647-E05	SINGLE LINE DIAGRAM
IL0647-E06	PANEL SCHEDULE
IL0647-E07	GROUNDING DETAILS
IL0647-E08	GROUNDING DETAILS
IL0647-SP01	CONSTRUCTION NOTES
IL0647-SP02	CONSTRUCTION NOTES
IL0647-SR03	CONSTRUCTION NOTES
IL0647-SS 1 OF 2	SITE SURVEY
IL0647-SS 2 OF 2	SITE SURVEY

**APPLICABLE BUILDING CODES AND STANDARDS**

CONTRACTOR'S WORK SHALL COMPLY WITH ALL APPLICABLE NATIONAL, STATE AND LOCAL CODES AS ADOPTED BY THE LOCAL AUTHORITY HAVING JURISDICTION (AND) FOR THE LOCATION. THE EDITION OF THE AIA ADOPTED CODES AND STANDARDS IN EFFECT ON THE DATE OF CONTRACT AWARD SHALL GOVERN THE DESIGN.

[INTERNATIONAL BUILDING CODE (IBC), 2003 AS ADOPTED BY LOCAL AUTHORITY]

CONTRACTOR'S WORK SHALL COMPLY WITH THE LATEST EDITION OF THE FOLLOWING:

- AMERICAN CONCRETE INSTITUTE (ACI) 318, BUILDING CODE REQUIREMENTS FOR STRUCTURAL AMERICAN INSTITUTE OF STEEL CONSTRUCTION (AISC), MANUAL OF STEEL CONSTRUCTION, ASD.
- TELECOMMUNICATIONS INDUSTRY ASSOCIATION (TIA) 222-F, STRUCTURAL STANDARDS FOR STEEL TOWER AND MASTING SUPPORT STRUCTURES, TIA 807, COMMERCIAL BUILDING GROUNDING AND BONDING REQUIREMENTS FOR TELECOMMUNICATIONS
- INSTITUTE FOR ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE) 81, GUIDE FOR MEASURING EARTH RESISTIVITY, GROUND IMPEDANCE, AND EARTH SURFACE POTENTIALS OF A GROUND SYSTEM (IEEE 1100 (1989) RECOMMENDED PRACTICE FOR POWERING AND GROUNDING OF ELECTRONIC EQUIPMENT)
- IEEE 624.41, RECOMMENDED PRACTICES ON SURGE VOLTAGES IN LOW VOLTAGE AC POWER CIRCUITS (FOR LOCATION CATEGORY "C3" AND "HIGH SYSTEM EXPOSURE")
- TELECOMMA GR-1274, GENERAL INSTALLATION REQUIREMENTS
- TELECOMMA GR-1503, COAXIAL CABLE CONNECTIONS
- ANSI T1-311, FOR TELECOM - DC POWER SYSTEMS - TELECOM, ENVIRONMENTAL PROTECTION FOR ANY CONFLICTS BETWEEN SECTIONS OF LISTED CODES AND STANDARDS REGARDING MATERIAL METHODS OF CONSTRUCTION, OR OTHER REQUIREMENTS, THE MOST RESTRICTIVE REQUIREMENT SHALL GOVERN.

**HANDICAPPED REQUIREMENTS**

AT&T MOBILITY EQUIPMENT IN ON STEEL PLATFORM AT ROOF OF BUILDING, NO HANDICAP ACCESS REQUIRED

**PLUMBING REQUIREMENTS**

FACILITY HAS NO PLUMBING

**VENTILATION NOTE**

NO VENTILATION IS USED. AT&T EQUIPMENT IS LOCATED OUTSIDE OF BUILDING ON ROOFTOP

**REFRIGERATION NOTE**

NO REFRIGERANTS ARE USED FOR COOLING THE EQUIPMENT

**FIRE PROTECTION NOTE**

BUILDING HAS EXISTING SPRINKLER SYSTEM

**AT&T MOBILITY PARTICIPANTS**

NAME	A/E	CDN	RF	COMPANY	NUMBER
RAJESH GOYAL				APFX ENGINEERS, INC.	(630) 627-1800
JOHN WALLACE				GOODMAN NETWORKS	(312) 961-0559
KENT BEINER				AT&T MOBILITY	(847) 750-2253

**AT&T MOBILITY APPROVAL**

Real Estate: \_\_\_\_\_ Date: \_\_\_\_\_

RF: \_\_\_\_\_ Date: \_\_\_\_\_

Operation: \_\_\_\_\_ Date: \_\_\_\_\_

DRAWING INDEX	
IL0647-TD1	TITLE SHEET
IL0647-CB1	OVERALL SITE PLAN
IL0647-CR1	ROOF PLAN
IL0647-CO3	ENLARGED PARTIAL ROOF PLAN
IL0647-A01	EQUIPMENT PLATFORM PLAN
IL0647-A02	NORTH ELEVATION
IL0647-A03	WEST ELEVATION
IL0647-A04	RBS 2108 CABINET SPECIFICATIONS
IL0647-A05	RBS 3518 CABINET/RRU SPECIFICATIONS
IL0647-A06	CONSTRUCTION DETAILS
IL0647-A07	CONSTRUCTION DETAILS
IL0647-A08	COAX COLOR CODING
IL0647-A09	ALARM TERMINATION
IL0647-A10	TELCO INTERFACE
IL0647-A11	RET CONTROL DIAGRAM
IL0647-A12	ANTENNA INFORMATION CHART
IL0647-A13	ANTENNA CONFIGURATION DRAWINGS SECTOR ALPHA AND BETA
IL0647-A14	ANTENNA CONFIGURATION DRAWINGS SECTOR GAMMA
IL0647-E01	ROOF PLAN SHOWING EQUIPMENT PLATFORM & ANT. LOCATIONS
IL0647-E02	ENLARGED PLAN SHOWING EQUIPMENT PLATFORM
IL0647-S03	SCREEN WALL DETAILS
IL0647-S04	SCREEN WALL ELEVATION
IL0647-S05	SCREEN WALL ELEVATION
IL0647-S06	SCREEN WALL ELEVATION
IL0647-S07	SECTION & DETAILS
IL0647-S08	STRUCTURAL GENERAL NOTES AND DETAILS
IL0647-E01	PARTIAL BASEMENT UTILITY/GROUNDING ROOF PLAN
IL0647-E02	ROOF UTILITY GROUNDING PLAN
IL0647-E03	EQUIPMENT PLATFORM GROUNDING PLAN
IL0647-E04	ELECTRIC, TELCO & GROUNDING RISER DIAGRAM
IL0647-E05	SINGLE LINE DIAGRAM
IL0647-E06	PANEL SCHEDULE
IL0647-E07	GROUNDING DETAILS
IL0647-E08	GROUNDING DETAILS
IL0647-SP01	CONSTRUCTION NOTES
IL0647-SP02	CONSTRUCTION NOTES
IL0647-SR03	CONSTRUCTION NOTES
IL0647-SS 1 OF 2	SITE SURVEY
IL0647-SS 2 OF 2	SITE SURVEY

**PROJECT INFORMATION**

SCOPE OF WORK: UNSHARED TELECOMMUNICATIONS FACILITY WITH NEW EQUIPMENT PLATFORM ON EXISTING ROOF AND ANTENNAS

APPLICANT: AT&T MOBILITY PARKWAY SCHUMBURG, IL 60173

SITE ADDRESS: 714 LAKE ST. OAK PARK, IL 60301

LATITUDE: N 41° 53' 21.18"

LONGITUDE: W 87° 47' 35.80"

FA CODES: 10062994

PROPERTY OWNER: VELARE OF OAK PARK

CURRENT USE: AT&T

NEW USE: ROOF

POWER COMPANY: COMED

PHONE: (600)-334-7861

TELEPHONE COMPANY: AT&T

PHONE: (800)-257-0302

**Goodman Networks**  
 903 National Parkway, Suite 320  
 Schaumburg, Illinois 60173

**Apex Engineers, Inc.**  
 Structural & Civil Engineers  
 500 East 22nd Street, Suite B  
 Lombard, Illinois 60148  
 Ph. (630) 627-8800  
 Fax. (630) 627-1165

**AT&T**

**DT OAK PARK**  
 SITE NO. IL0647  
 714 LAKE ST.  
 OAK PARK, IL 60301

**AT&T MOBILITY PARTICIPANTS**

NAME	A/E	CDN	RF	COMPANY	NUMBER
RAJESH GOYAL				APFX ENGINEERS, INC.	(630) 627-1800
JOHN WALLACE				GOODMAN NETWORKS	(312) 961-0559
KENT BEINER				AT&T MOBILITY	(847) 750-2253

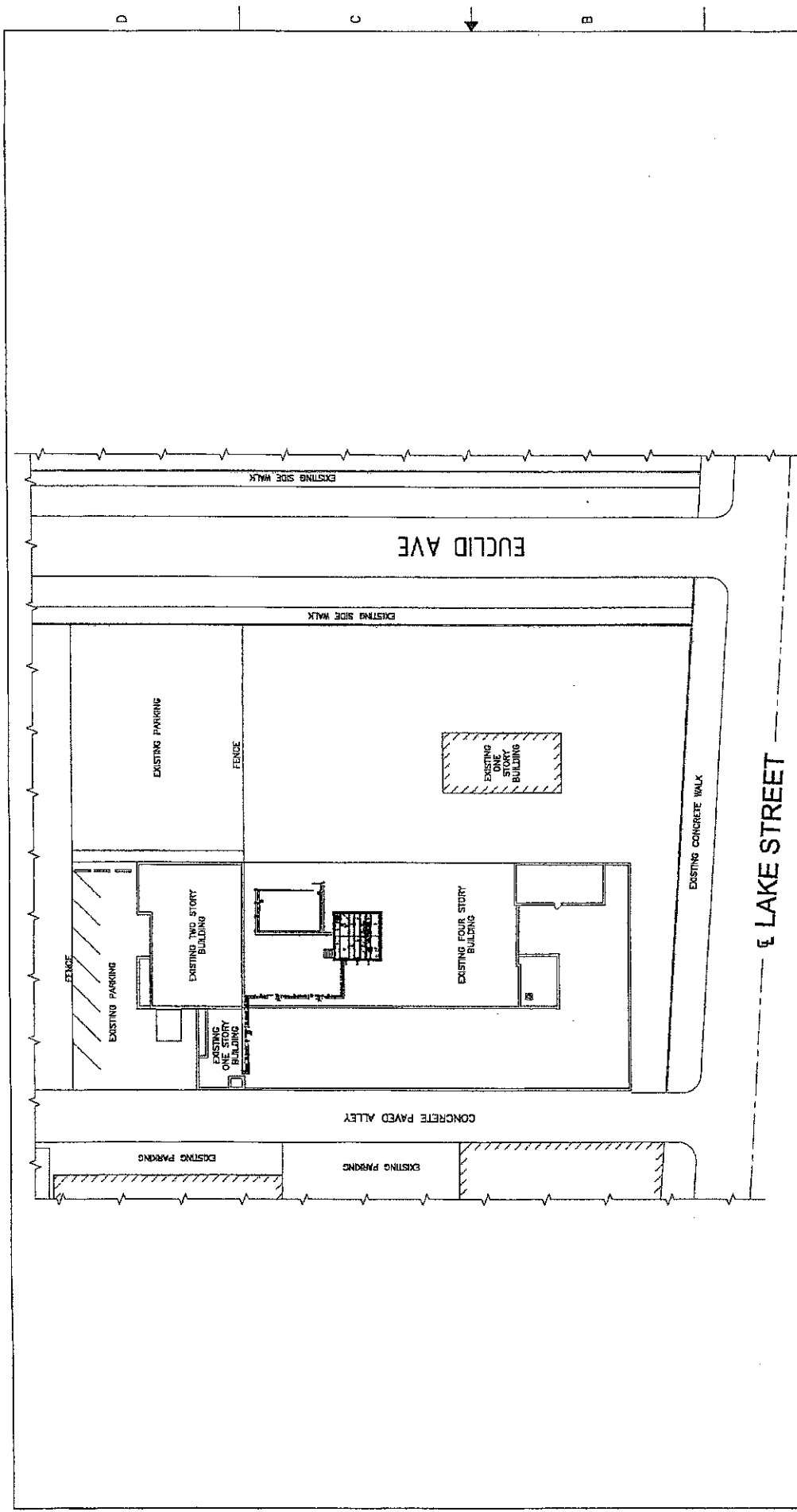
**SEAL OF ILLINOIS PROFESSIONAL ENGINEER**  
 RAJESH K. GOYAL, P.E.  
 LICENSE NO. 081-060696  
 EXPIRES 11-30-2012

HEREBY CERTIFY THAT THESE PLANS WERE PREPARED BY ME OR UNDER MY SUPERVISION AND TO THE BEST OF MY PROFESSIONAL KNOWLEDGE THEY CONFORM TO THE CHICAGO BUILDING CODE. I ALSO CERTIFY THESE PLANS CONFORM TO THE CHICAGO STRUCTURAL STANDARDS.

DO NOT NEED TO COMPLY WITH THE REQUIREMENTS OF CHAPTER 18-13, ENERGY CONSERVATION, OF THE MUNICIPAL CODE OF CHICAGO.

THE PROJECT NEED NOT COMPLY BECAUSE SCOPE OF WORK DOES NOT INVOLVE MODIFICATION TO EXTERIOR ENVELOPE OF BUILDING, HVAC SYSTEMS, OR ELECTRICAL, LIGHTING, OR MECHANICAL SYSTEMS.

ILLINOIS P.E. LICENSE NUMBER: 081-060696



**1 OVERALL SITE PLAN**  
SCALE: 1"=40'-0"



**Apex Engineers, Inc.**  
Structural & Civil Engineers  
503 East 22nd Street, Suite B  
Lombard, Illinois 60148  
Ph. (630) 827-1800  
Fax. (630) 627-1185  
APEX JOB No. GM10-348

**DT OAK PARK**  
SITE NO. L0647  
714 LAKE ST.  
OAK PARK, IL 60301



AT&T MOBILITY  
OVERALL SITE PLAN  
DRAWN BY: [blank]  
JOB NO.: L0647-001

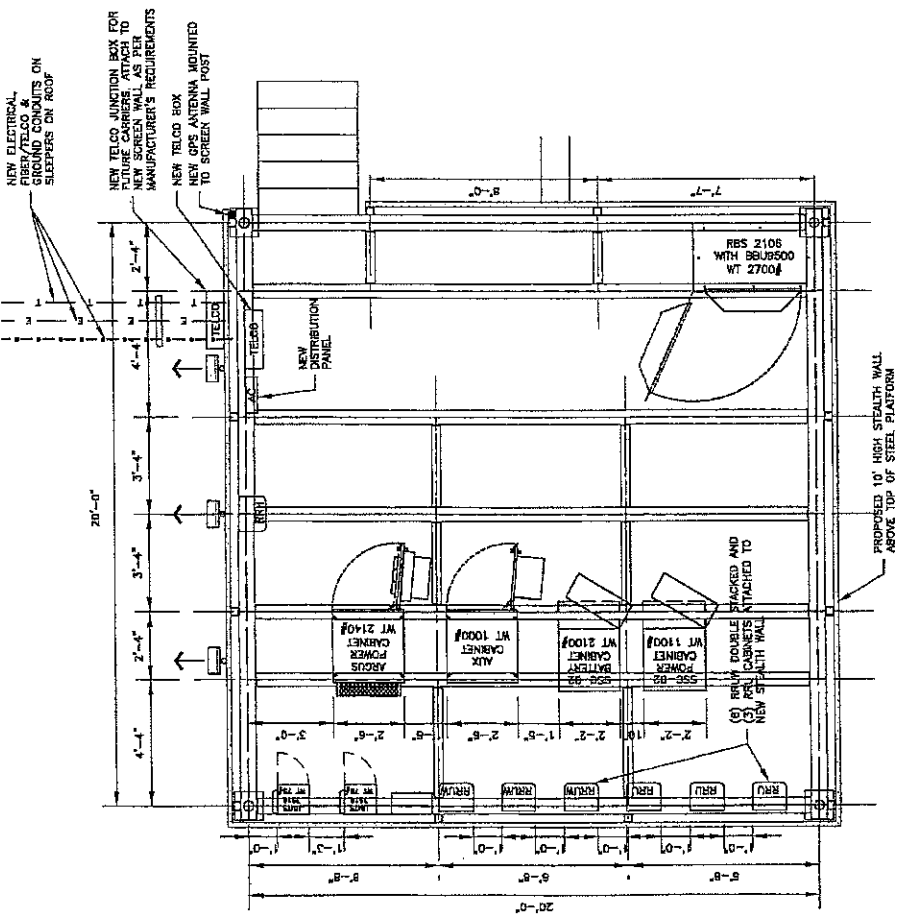
NO.	DATE	DESCRIPTION	BY	CHECKED BY
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2	11/21/11	BASED FOR CONSTRUCTION	MD	MD
3		REVISED	MD	MD





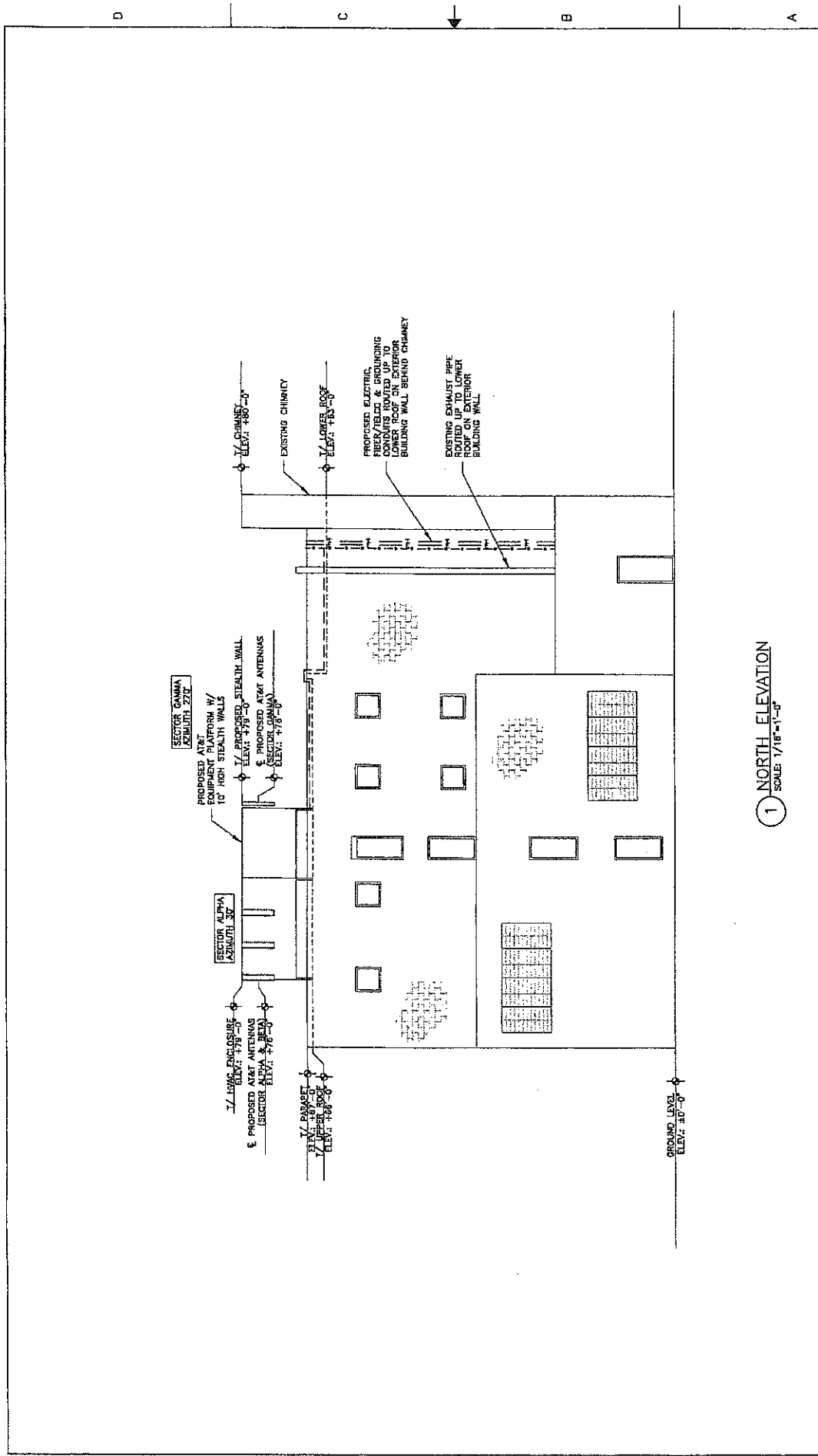
**GENERAL NOTES:**

1. EXISTING STRUCTURE INFORMATION WAS TAKEN FROM EXISTING DRAWINGS AND SITE MAPPING.
2. THIS PROPOSAL IS FOR THE PLACEMENT OF TELECOMMUNICATIONS EQUIPMENT CABINETS AND SUPPORTING FRAME ON THE EXISTING ROOF-TOP AND AIRINGS ON PENTHOUSE WALLS.
3. THE NEW FACILITY IS UNMANNED AND IS NOT FOR HUMAN HABITAT. (NO HANDICAP ACCESS IS REQUIRED)
4. OCCUPANCY IS LIMITED TO PERIODIC MAINTENANCE AND INSPECTION, APPROXIMATELY 2 TIMES PER MONTH, BY AT&T TECHNICIANS.
5. NO NOISE, SMOKE, DUST OR ODOR WILL RESULT FROM THIS PROPOSAL.
6. ALL MATERIALS SHALL BE FURNISHED AND WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS.
7. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS AND INSPECTIONS REQUIRED FOR CONSTRUCTION.
8. CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING ANY DAMAGE CAUSED BY THE CONSTRUCTION OPERATION.
9. CONTRACTOR SHALL REMOVE ALL TRASH AND DEBRIS FROM THE SITE ON A DAILY BASIS.
10. INFORMATION SHOWN ON THESE DRAWINGS WAS OBTAINED FROM SITE VISITS AND DRAWINGS PROVIDED BY THE SITE OWNER. CONTRACTOR SHALL NOTIFY PROJECT MANAGER OF ANY DISCREPANCIES PRIOR TO ORDERING MATERIALS OR PROCEEDING WITH CONSTRUCTION.
11. CONTRACTOR SHALL CALL JULLIE FOR UNDERGROUND UTILITY INFORMATION PRIOR TO CONSTRUCTION. 1-800-892-0123



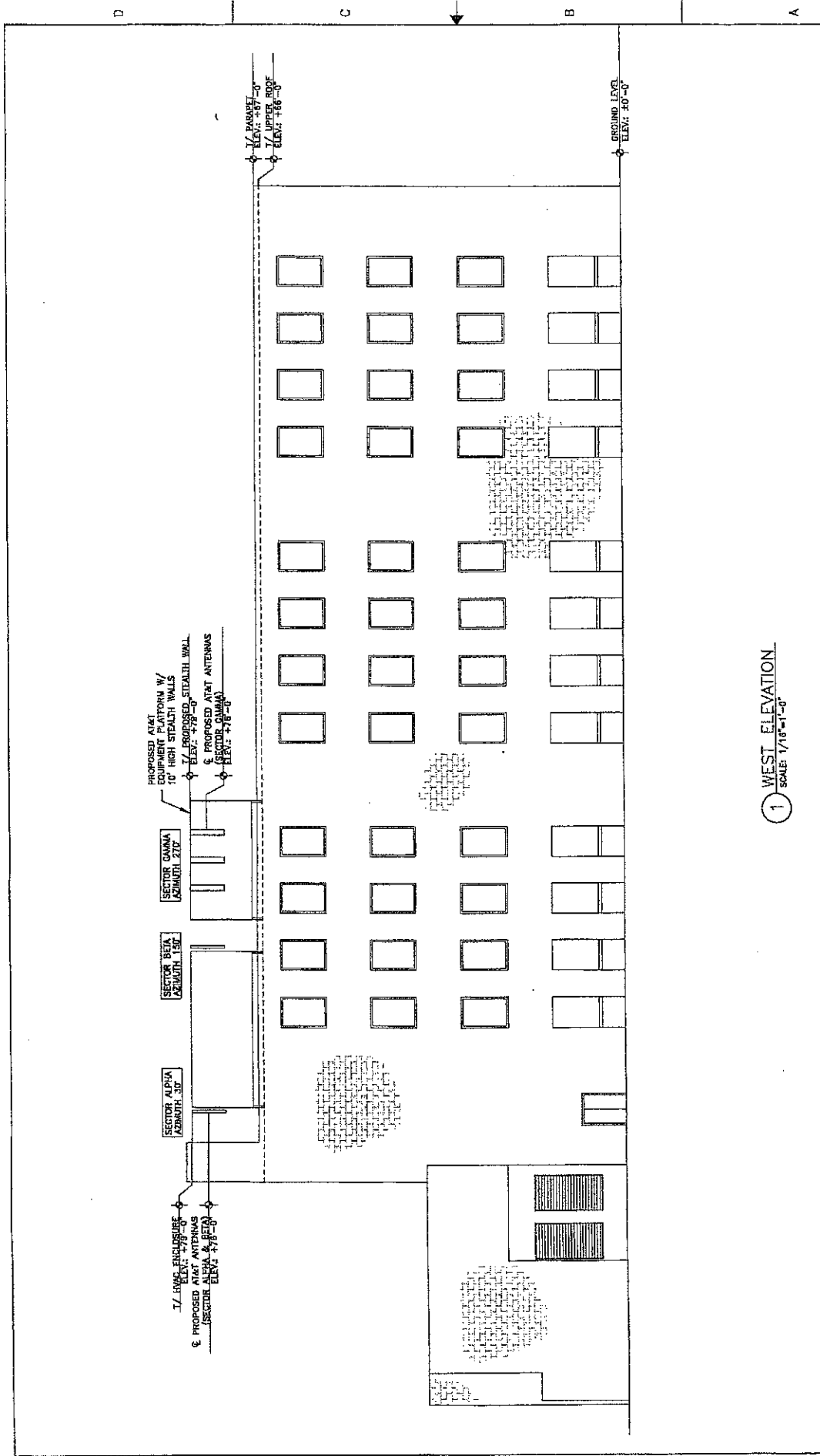
**1 EQUIPMENT PLATFORM PLAN**  
SCALE: 1/4"=1'-0"

<p><b>Goodman Networks</b> 900 National Parkway, Suite 320 Schaumburg, Illinois 60173</p>	<p><b>Apex Engineers, Inc.</b> Structural &amp; Civil Engineers 500 East 22nd Street, Suite B Lombard, Illinois 60146 Ph. (630) 627-1800 Fax. (630) 627-1185 APEX JOB NO. GMTD-348</p>	<p><b>DT OAK PARK</b> SITE NO. IL0547 714 LAKE ST. OAK PARK, IL 60301</p>	<p><b>AT&amp;T MOBILITY</b> EQUIPMENT PLATFORM PLAN</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>DATE</td> <td>DESCRIPTION</td> <td>BY</td> <td>CHK</td> </tr> <tr> <td>11/14/97</td> <td>REVISED FOR CLIENT CHANGE</td> <td>BT</td> <td>BT</td> </tr> <tr> <td>08/14/97</td> <td>ISSUED FOR CONSTRUCTION</td> <td>BT</td> <td>BT</td> </tr> <tr> <td>07/14/97</td> <td>ISSUED FOR PERMITS</td> <td>BT</td> <td>BT</td> </tr> </table> <p>SCALE: AS SHOWN      REVISIONS BY:      DRAWN BY:      CHECKED BY:      DESIGNED BY:      REVIEWED BY:      11/17/97</p>	DATE	DESCRIPTION	BY	CHK	11/14/97	REVISED FOR CLIENT CHANGE	BT	BT	08/14/97	ISSUED FOR CONSTRUCTION	BT	BT	07/14/97	ISSUED FOR PERMITS	BT	BT
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07/14/97	ISSUED FOR PERMITS	BT	BT																	



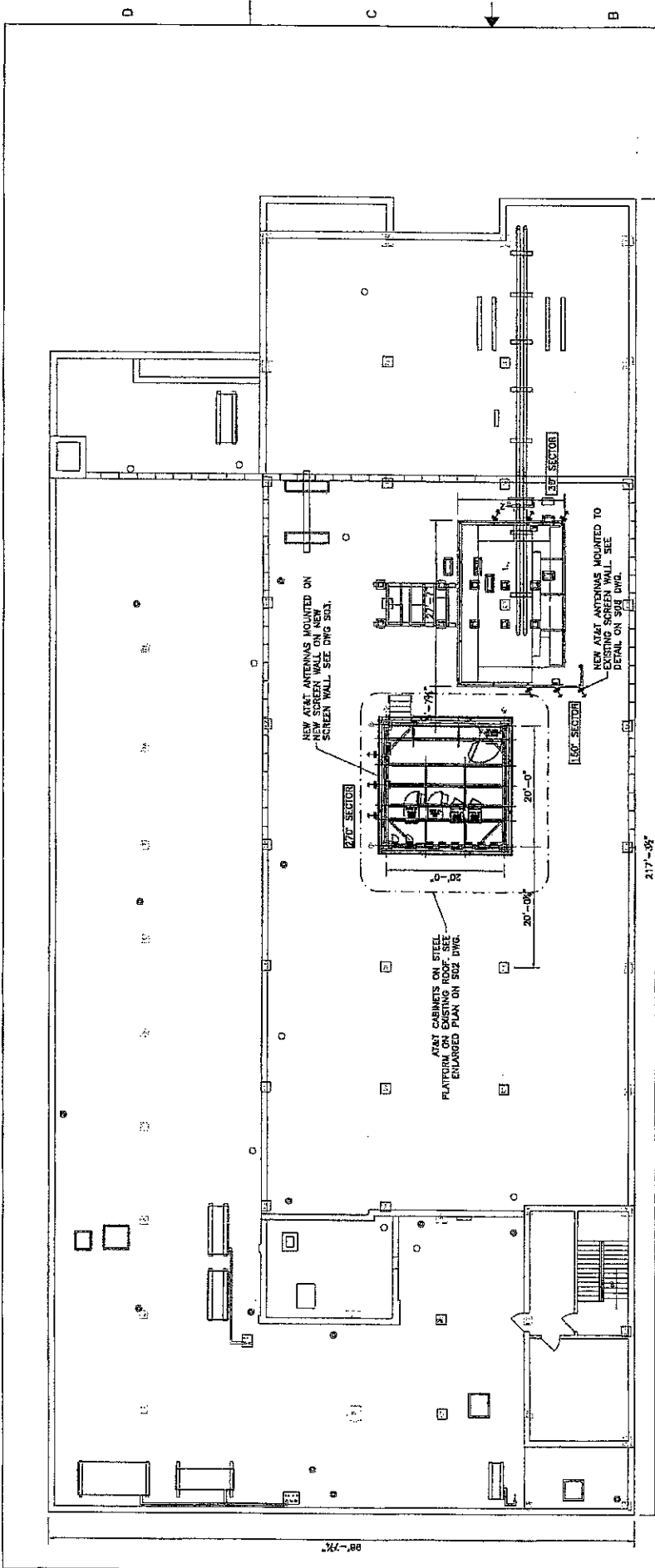
1 NORTH ELEVATION  
SCALE: 1/16"=1'-0"

<p><b>Goodman Networks</b> 900 National Parkway, Suite 320 Schmounburg, Illinois 60173</p>	<p><b>Apex Engineers, Inc.</b> Structural &amp; Civil Engineers 500 East 22nd Street, Suite B Lombard, Illinois 60148 Ph. (630) 627-8000 Fax. (630) 627-1166 APEX JOB NO. GM10-346</p>	<p><b>DT OAK PARK</b> SITE NO. IL0047 714 LAKE ST OAK PARK, IL 60301</p>		<table border="1"> <tr> <td>REVISION</td> <td>DATE</td> <td>BY</td> <td>CHKD BY</td> </tr> <tr> <td>1</td> <td>07/27/11</td> <td>MS</td> <td>MS</td> </tr> <tr> <td>2</td> <td></td> <td>MS</td> <td>MS</td> </tr> <tr> <td>3</td> <td></td> <td>MS</td> <td>MS</td> </tr> <tr> <td>4</td> <td></td> <td>MS</td> <td>MS</td> </tr> <tr> <td>5</td> <td></td> <td>MS</td> <td>MS</td> </tr> </table>		REVISION	DATE	BY	CHKD BY	1	07/27/11	MS	MS	2		MS	MS	3		MS	MS	4		MS	MS	5		MS	MS	<p>AT&amp;T MOBILITY</p> <p>EAST &amp; WEST ELEVATION</p> <p>ISSUED FOR CONSTRUCTION</p> <p>PROJECT NO. IL0047-A02</p>
				REVISION	DATE	BY	CHKD BY																							
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<p>SCALE: AS SHOWN</p>		<p>DATE: 07/27/11</p>		<p>PROJECT NO. IL0047-A02</p>																										



1 WEST ELEVATION  
SCALE: 1/8"=1'-0"

<p>Goodman Networks 900 National Parkway, Suite 320 Schramburg, Illinois 60173</p>		<p>Apex Engineers, Inc. Structural &amp; Civil Engineers 300 Oak Park Oak Park, Illinois 60174 Ph. (630) 627-1800 Fax. (630) 627-1165 APEX JOB NO. 0410-348</p>		<p>DT OAK PARK SITE NO. IL0647 714 LAKE ST OAK PARK, IL 60301</p>				<table border="1"> <tr> <td>DATE</td> <td>DESCRIPTION</td> <td>BY</td> <td>CHK</td> </tr> <tr> <td>11/04/97</td> <td>ISSUED FOR CONSTRUCTION</td> <td>RD</td> <td>SP</td> </tr> <tr> <td>01/29/98</td> <td>REVISIONS</td> <td>RD</td> <td>SP</td> </tr> <tr> <td>02/04/98</td> <td>FOR PERMITS</td> <td>RD</td> <td>SP</td> </tr> </table>		DATE	DESCRIPTION	BY	CHK	11/04/97	ISSUED FOR CONSTRUCTION	RD	SP	01/29/98	REVISIONS	RD	SP	02/04/98	FOR PERMITS	RD	SP	<p>AT&amp;T MOBILITY EAST &amp; WEST ELEVATION PROJECT NO. IL0647-A03</p>	
DATE	DESCRIPTION	BY	CHK																								
11/04/97	ISSUED FOR CONSTRUCTION	RD	SP																								
01/29/98	REVISIONS	RD	SP																								
02/04/98	FOR PERMITS	RD	SP																								



ROOF PLAN SHOWING NEW EQUIPMENT PLATFORM  
& ANTENNA LOCATIONS  
SCALE 1/16"=1'-0"



NOTES: EXIST DRAWING OF THE BUILDING PREPARED BY MOLABIRD & ROOT ARCHITECTS-ENGINEERS, DATED 07-28-1988. ALSO APEX ENGINEERS, INC. PERFORMED THE FIELD SURVEY OF THE BUILDING AND FOUND THE BUILDING TO BE IN GOOD CONDITION. THE NEW EQUIPMENT AND ANTENNA INSTALLATION AREA, IT WAS PROPOSED TO SUPPORT EQUIPMENT PLATFORM DIRECTLY OVER EXISTING CONC. COLUMNS OF THE BUILDING AND THE ANTENNAS TO BE ATTACHED TO THE EXISTING CONC. OBSERVATIONS EXISTING STRUCTURE APPEARS TO BE IN GOOD CONDITION.

<p><b>GoodmanNetworks</b> 800 National Parkway, Suite 320 Schaumburg, Illinois 60173</p>	<p><b>Apex Engineers, Inc.</b> Structural &amp; Civil Engineers 300 East 22nd Street, Suite B Lombard, Illinois 60148 Ph. (630) 627-1800 Fax. (630) 627-1785 APEX JOB NO. 0410-348</p>	<p><b>DT OAK PARK</b> SITE NO. IL0647 714 LAKE ST OAK PARK, IL 60451</p>		<p>2</p>	<p>3</p>	<p>4</p>	<p>5</p>	<p>6</p>	<p>AT&amp;T MOBILITY</p>																		
									<p>ROOT PLAN SHOWING EQUIPMENT PLATFORM &amp; ANT. LOCATIONS</p>																		
<table border="1"> <tr> <th>NO.</th> <th>DATE</th> <th>REVISION</th> <th>DESIGNED BY</th> <th>CHECKED BY</th> <th>IN CHARGE</th> </tr> <tr> <td>1</td> <td>10/25/11</td> <td>ISSUED FOR CONSTRUCTION</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2</td> <td>01/23/13</td> <td>ISSUED FOR CONSTRUCTION</td> <td></td> <td></td> <td></td> </tr> </table>										NO.	DATE	REVISION	DESIGNED BY	CHECKED BY	IN CHARGE	1	10/25/11	ISSUED FOR CONSTRUCTION				2	01/23/13	ISSUED FOR CONSTRUCTION			
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2	01/23/13	ISSUED FOR CONSTRUCTION																									



**AT&T**  
830 NATIONAL PARKWAY  
11th FLOOR  
SCHUMBERG, IL 60173

**Apex Engineers, Inc.**  
STRUCTURAL & CIVIL ENGINEER  
100 EAST 10TH STREET, SUITE 6  
LAKEVIEW, IL 60148  
PH. (815) 627-1800  
FAX. (815) 627-1165

NO.	DATE	DESCRIPTION
1	3/24/11	PRELIMINARY

**LANDMARK**

7808 WEST LUGNO STREET  
PALM BEACH, FL 33411  
PROJECT No. 11-02-002

AT&T IL6047  
DT OAK PARK  
714 LAKE STREET  
OAK PARK, IL  
COOK COUNTY

SHEET TITLE  
**SITE SURVEY**

SHEET NUMBER  
**SS 1 OF 2**

**SUBJECT PROPERTY**

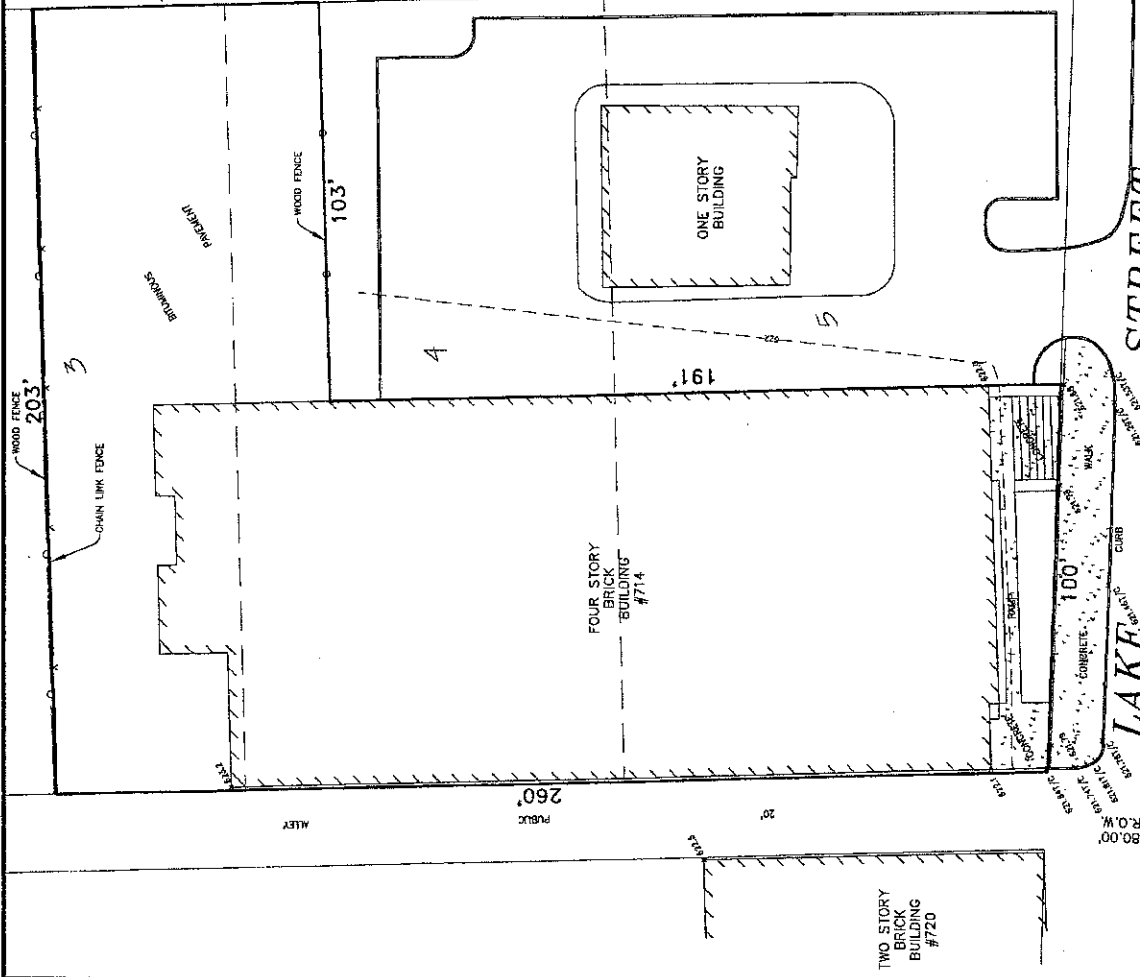
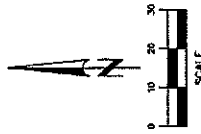
THE SOUTH 50 FEET OF LOT 3, THE NORTH 25 FEET OF LOT 4, THE WEST 100 FEET OF LOT 4 (EXCEPT THE NORTH 25 FEET THEREOF) AND THE WEST 100 FEET OF LOT 5 IN THE SUBDIVISION OF BLOCK 1 IN JAS. W. SCOVILLE'S SUBDIVISION OF THE WEST HALF OF THE NORTHEAST QUARTER OF SECTION 7, TOWNSHIP 39 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

70.00'  
R.O.W.

**EUCALYPTUS AVENUE**

**EUCALYPTUS AVENUE**

**PRELIMINARY**



**LAKE STREET**

80.00'  
R.O.W.

TWO STORY  
BRICK  
BUILDING  
#720

FOUR STORY  
BRICK  
BUILDING  
#714

ONE STORY  
BUILDING

August 24, 2011

President and Board of Trustees  
Village of Oak Park  
123 Madison Street  
Oak Park, Illinois 60302

Re: Application of AT&T Mobility for Special Use Permit for Cell Transmission  
Antennas at 714 Lake Street, Cal. No. 09-11-Z.

Dear Ladies and Gentlemen:

On or about May 19, 2011, AT&T Mobility, of 930 National Parkway, Schaumburg, Illinois, 60173, (the "Applicant") filed an application for issuance of a special-use permit, pursuant to Sections 4.5.2(U) ("Radio, Television, and Other Electronic Transmitting and Receiving Devices") and 3.8.1(A)(2) ("Building Height" in the "B-1/B-2 – General Business District") of the Zoning Ordinance of the Village of Oak Park, authorizing the construction of a total of nine proposed "Powerwave Antennas" to a centerline height of seventy-six feet (76') for a four-hundred (400) square foot space on the roof of 714 Lake Street, Oak Park, Illinois (the "Subject Property"), currently owned by AT&T. This matter was referred to the Zoning Board of Appeals, (the "ZBA"), pursuant to the authority conferred by Section 2.2.3(C) of the Zoning Ordinance, to hold the required public hearing.

A public hearing was scheduled for August 3, 2011 at 7:00 p.m. in the Council Chambers of the Village Hall, Madison and Lombard, Oak Park, Illinois. Notice of the time and place of this public hearing was published on July 13, 2011 in the "Wednesday Journal," a newspaper of general circulation in the Village of Oak Park. A notice was posted at the Subject Property and letters were also mailed to owners of record within 500 feet of the Subject Property as provided by the Applicant, advising them of the proposal and the public hearing to be held.

The ZBA held the hearing at such time and place, at which a quorum of this Commission was present. The ZBA continued the hearing to August 24, 2011, to hear additional evidence, namely a report from its hired wireless consultant, Kramer.Firm, Inc, in conformance with the Village's policy whenever cellular transmission antennas are requested. Because the ZBA did not receive the report from its consultant, it continued the public hearing to August 24, 2011, at 7:00 p.m. for the limited purpose of considering that additional evidence and any public comment on it.

Having heard and considered the testimony and evidence received at the public hearing, this Commission makes the following findings of fact:

#### FINDINGS OF FACT

##### The Subject Property.

1. That the Subject Property is approximately four-hundred (400) square feet of space on the roof of a structure located at 714 Lake Street, Oak Park, Illinois.

2. The structure on at 714 Lake Street currently is a four-story building at a height of sixty-six feet (66') to the roof line and sixty-seven feet (67') to the top of the parapet.

3. The Applicant proposes to build nine cellular transmission antennas, six of which will be attached to the existing HVAC unit on the roof of the structure, and three of which will be enclosed with a ten foot (10') high "stealth wall" on the Subject Property, attached to the roof of the current four-story structure at 714 Lake Street, requiring the special use permit described in Section 4.5.2(U) of the Zoning Ordinance

4. The Subject Property is located within a B-1/B-2 zoning district, where the allowed maximum height as of right is forty-five feet (45'), pursuant to Section 3.8.1(A)(2) of the Zoning Ordinance. The current building height is sixty-seven feet (67'), which is twenty-two feet (22') in excess of the B-1/B-2 maximum height allowance in the zoning district.

5. The building at 714 Lake Street also already houses an HVAC unit that extends ten feet (10') in height above the sixty-six foot (66') roof line.

The Applicant.

6. The Applicant is a corporation in the business of planning, building and maintaining cellular transmission antennas for AT&T.

7. The Applicant's proposal will be its only transmission antennas within the Village.



The Proposed Project.

8. Pursuant to the plans and specifications which were entered into evidence, the Applicant proposes to construct nine (9) "Powerwave Antennas," six (6) of which will be attached to the existing HVAC unit, and three (3) of which will be concealed within a proposed walled enclosure, or "stealth walls," ten feet (10') in height and covering a twenty foot by twenty foot (20' x 20') equipment platform attached to the roof of the four story structure at 714 Lake Street.

Coverage Concerns.

9. The ZBA heard testimony regarding the unreliable service coverage for AT&T customers in the downtown Oak Park area.

10. The ZBA also heard testimony regarding the presence of other providers' transmission antennas in adjacent buildings, namely at 715 Lake Street.

Aesthetic Concerns

11. The ZBA heard evidence suggesting that the proposed transmission antennas and stealth walls would have minimal impact on the appearance of the building in that: (1) the stealth walls would be located near the existing HVAC units on the roof and have a similar height and bulk to the existing HVAC units.

12. The ZBA heard evidence suggesting that the proposed transmission antennas would be barely visible from street level.

13. In the course of the hearing, several neighbors expressed concerns regarding the potential noise generated from the construction of the cellular transmission antennas.

Safety Concerns.

14. That the report from the Village's hired wireless consultant, Kramer.Firm, Inc, in conformance with the Village's policy whenever cellular transmission antennas are requested, found reasonable expectation of any safety or health issues to accrue to the general public because of the installation and use of these "Powerwave" antennae.

15. The consultant also issued several recommendations for safety that should be followed by the Applicant in installing and maintaining the antennas.

Historic Preservation Commission.

16. The Subject Property is located within the Ridgeland-Oak Park Historic District.

17. The Historic Preservation Commission reviewed the application and found that the "proposal would not result in any adverse effects on the building and historic district."

The Need for Zoning Relief.

18. Sections 4.5.2(U) ("Radio, Television, and Other Electronic Transmitting and Receiving Devices"), all such telecommunication transmitters require the grant of a special use.

19. Moreover, pursuant to the ZBA's authority on granting special uses, a height variation or allowance may be given pursuant to Section 2.2.3(E) of the Village Zoning Ordinance, so only the standards for the special use need be met,

if the Applicant has convinced the ZBA that it has met the six (6) standards for a special use permit imposed by Section 2.2.3(D).

The Special Use Standards.

20. The evidence indicated that the proposed antennas are necessary and desirable to provide Oak Park residents, businesses and visitors with adequate cellular coverage, an increasingly vital, integral and expected part of business and daily life in the Village as well as throughout the world.

21. As conditioned below, the evidence indicated that the proposed transmission antennae will not have a substantial or undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, utility facilities or other matters affecting the public health, safety and general welfare. The evidence indicated as conditioned below, that the proposed antennae would have little, if any, effect on the surrounding properties because of the stealth walls, the limited visibility of the antenna from the street, and the existence of the already-existing HVAC unit on the roof of 714 Lake Street, which is of similar height and scale as the proposed stealth walls.

22. The evidence indicated that the proposed antennae will permit and encourage the development and use of neighboring property in accordance with the applicable district regulations, in that the quality of life and business will be improved due to increase cellular capacity and coverage in the downtown Oak Park area.

23. The evidence indicated that no more specific standards or criteria are applicable to the Applicant's proposal, except for Section 4.5.2(U), which merely requires a special use permit for such transmission antennas.

24. The proposal furthers certain economic development goals of the Comprehensive Plan in that it provides a needed service for the continued vitality of the commercial interests in the Village as well as meeting the increasing demand for cellular coverage for the residents of the Village.

25. The evidence indicated reasonable assurance by the Applicant that the proposed antennae will be constructed and completed in a timely manner if authorized – a two to four month window beginning with the granting of all necessary permits. The Applicant has substantial resources that can be committed to this project, and is in the specific business of quickly and efficiently installing these types of "Powerwave Antennas." If its requested special-use permit is granted, the Applicant expects to commence construction soon thereafter.

26. As conditioned below, the evidence indicated that the issuance of a special-use permit allowing the special use permit on the Subject Property is in the best interest of the Village of Oak Park.

#### RECOMMENDATIONS

Pursuant to the authority vested in it by the statutes of the State of Illinois and the ordinances of the Village of Oak Park, this Zoning Board of Appeals, sitting as a Zoning Commission, hereby recommends to the President and Board of Trustees that a special-use permit be granted pursuant to the provisions of

Sections 4.5.2(U), 2.2.3(D), and 2.2.3(E) of the Oak Park Zoning Ordinance, to authorize the construction of a total of nine proposed "Powerwave Antennas," six (6) of which will be attached to the existing HVAC unit, and three (3) of which will be concealed within a proposed walled enclosure, or "stealth walls," ten feet (10') in height and covering a twenty foot by twenty foot (20' x 20') equipment platform attached to the roof of the four story structure at 714 Lake Street, SUBJECT TO the following conditions and restrictions:

1. That the proposed antennae be constructed, operated and maintained in substantial conformity with the site plans submitted to the Village and dated April 5, 2011; and
2. That any worker attempting to service this antenna facility shall have RF awareness training and wear a personal RF monitor;
3. That the Applicant shall install RF signage in accordance with AT&T Mobility RF signage policy;
4. That the procedures described in OET Bulletin-65 shall be followed during the performance of work on or near the antenna facilities; and
5. That in the event that any of these conditions and restrictions shall not be fulfilled at any time in the future, said events shall be deemed a violation(s) of the Zoning Ordinance and the Zoning Administrator shall take appropriate action.

This report adopted by a 5 to 0 vote of this Zoning Commission, this 24 day of August, 2011.

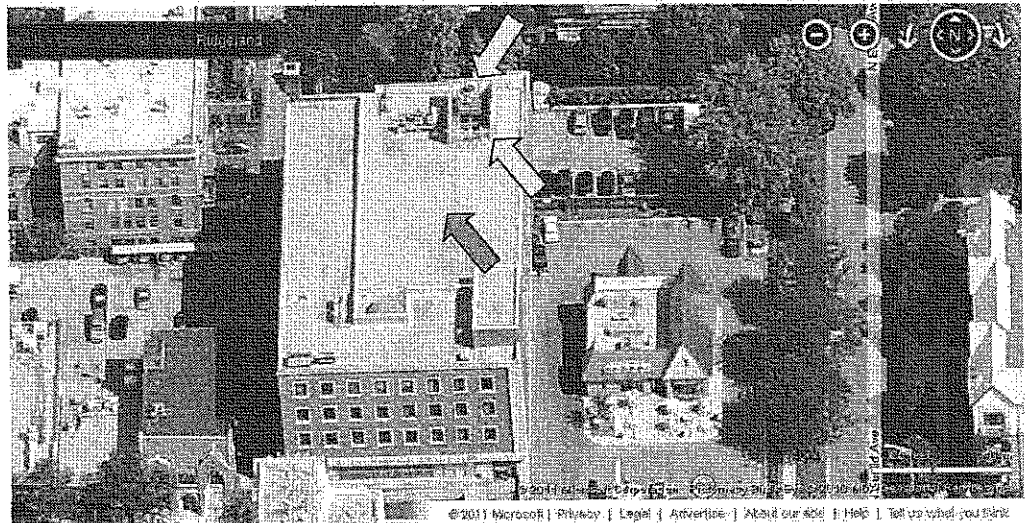
## PLANNING MEMORANDUM

To: Stephen Witt, AIA, SE, PE, DBO; Village of Oak Park  
From: Jonathan L. Kramer, Principal, Kramer Firm, Inc.  
Date: August 2, 2011  
RE: 714 Lake Street, Oak Park  
Subject: Review of AT&T Mobility Application (Site No. IL0647)

At the direction of the Village of Oak Park, I have reviewed the AT&T Mobility (dba "AT&T") application to install a new wireless site on the roof of the referenced location, a four story brick building.

### **Project Description**

AT&T proposes to construct a new cell site on a raised steel platform in the center area of the upper roof of the referenced building. The approximate location of AT&T's equipment is shown below:



*Fig. 1: Bing.com/map overhead photograph with green arrow pointing to the approximate location of the proposed AT&T equipment and the west-facing antennas. The yellow arrows point to the two additional proposed antenna locations on the external portions of the existing mechanical enclosure screens.*

### **RF Safety Evaluation**

The FCC sets the national radio frequency emissions safety standards in the U.S. Further, Congress has intended that the FCC "completely occupies the field" of standards setting for RF safety. As such, the Village is not permitted to independently set its own local standards for radio frequency emissions higher, the same, or lower than the FCC national limits. However, Congress permits the Village to evaluate planned compliance with the federal emissions limits as described in FCC OET Bullet 65 in connection with a wireless siting application, as is the case for AT&T's project.



Kramer Firm Inc.

Telecommunications Technology  
Counsel for Government Agencies  
and Private Institutions  
Since 1984

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Tel +1 (310) 473 9900  
Fax +1 (310) 473 5900

Suite 306  
2001 S. Barrington Avenue  
Los Angeles, California  
90025-5379

The proposed height of the lowest portion of the cell antennas for this project is above 10 meters above ground level, the height at which FCC OET 65 categorical exclusion may be applied. However, AT&T's antennas are to be on a building not exclusively used as an antenna support. As such, the site cannot be automatically deemed categorically excluded under the FCC OET 65 rules, thus a more detailed analysis is required to determine whether the site, as proposed will comply with the OET 65 rules.

The applicant has provided a third-party engineer's report prepared by Lawrence Behr Associates, Inc., a firm well known to us to prepare such reports for wireless carriers. That report, dated July 25, 2011 (hereinafter, the "Behr Report"), provides sufficient information to allow me to independently determine whether the site, if approved by the Village, will comply with the FCC RF safety rules at 47 CFR § 1.1310 et seq., and the FCC OET Bulletin 65 rules.

Based on the RF information provided by AT&T in the Behr Report, and inserting that information in to the approved FCC OET Bulletin 65 formula for determining the distance of the controlled field to the boundary of the uncontrolled zone, an access-controlled zone will extend approximately 22 feet in front of each AT&T antenna at the height of the antenna above roof level ("ARL") (centered at about 10 feet ARL). Based on the height of the controlled zone above the roof, I concur with the Behr Report's analysis that the emissions at roof level will not exceed the general population limits.

Based on the proposed design of AT&T's facilities, and the added height of the antenna mounting on the new equipment enclosure and on the legacy mechanical screening, as well as the limited potential for accessibility of the front of each sector of antennas by members of the general population (which includes without limitation roofers, HVAC workers, building maintenance workers, etc.), I recommend that suitable RF Notice signage be required at this site as a condition of Village approval of the Special Use Permit.

#### ***RF Safety Recommendations***

If the Village approves this permit request by AT&T, as a condition of Village approval, I recommend the following language be incorporated into the permit grant:

- I. AT&T shall place and at all times maintain in good condition permanent RF Notice signs in English immediately adjacent to and clearly visible at all roof access points. The signage must be a minimum of 8" wide by 12" high, compliant with FCC OET Bulletin 65 or ANSI C95.2 for color, symbol, and content conventions. All such signage shall at all times provide a working local or toll-free telephone number to its network operations center, and

such telephone phone number shall be able to reach a live person who can exert transmitter power-down control over this site as required by the FCC. The location of the sign must ensure that anyone approaching the roof access point may clearly see the sign before entering the roof area.

2. AT&T shall place and at all times maintain in good condition permanent RF Notice signs in English on the exterior of its equipment enclosure on the roof. The signage must be a minimum of 8" wide by 12" high, compliant with FCC OET Bulletin 65 or ANSI C95.2 for color, symbol, and content conventions. All such signage shall at all times provide a working local or toll-free telephone number to its network operations center, and such telephone phone number shall be able to reach a live person who can exert transmitter power-down control over this site as required by the FCC

If AT&T agrees to the two conditions above, it is my opinion that it will demonstrate planned compliance with the FCC RF safety rules and FCC OET Bulletin 65, and the Village will not have an RF safety concern basis upon which to deny or further condition the project.

/jlk



C

**VILLAGE OF OAK PARK**  
**AGENDA ITEM COMMENTARY**

**Item Title:** Resolution Awarding a Small Rental Properties Rehabilitation Loan and Energy Efficiency Loan and Authorizing the Execution of a Small Rental Rehab and Energy Efficiency Loan Commitment and Agreement  
SRP-011

**Resolution or Ordinance No.** \_\_\_\_\_

**Date of Board Action:** September 19, 2011

**Staff Review:**

**Department Director Name:**



Tammie Grossman

**Village Manager's Office:**



**Citizen Advisory Board or Commission Issue Processing (Dates of Related Commission Meetings):**

The Housing Programs Advisory Committee (HPAC) reviewed the application on September 7, 2011 and recommended approval.

**Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):**

The Housing Programs Division administers the Small Rental Rehabilitation Loan Program, which was established on November 1, 2010 and funded with Community Development Block Grant (CDBG) funds. The program is open to rental buildings with seven or fewer units. The program has two major purposes: (1) upgrade the physical conditions of small rental buildings, (2) expand the housing choices of renters to encourage economic and racial diversity. The program has two types of assistance: (1) Forgivable loans which are limited to \$5,000 per unit; (2) Marketing Services Agreement for the Oak Park Regional Housing Center to affirmatively market the units in the building. In exchange for the forgivable loan funds, owners agree to match the loan funds by 25% and to rent at least 51% of their units to households earning below 80% of the Area Median Income (AMI), a household of four would earn below \$60,100 per year.

The Village of Oak Park is a Local Program Administrator for the Multi-unit Retrofit Loan Program of the Chicago Region Retrofit Ramp-up (CR3) Program. The funds were awarded to the Village by the Chicago Metropolitan Agency for Planning (CMAP) from a contract CMAP has with the U.S. Department of Energy (DOE). Under this Program, the Village is able to offer participants in the Small Rental Rehab Program an additional \$2,500 per unit to make energy efficiency upgrades. Owners are able to use the Retrofit Loan as the Owner's match obligation under the Small Rental Rehab Program.

SRP-011 (1018 S Maple Avenue - a 2 unit building). The property owner is requesting a rehab loan under the Small Rental Rehab Program of \$10,000 for 2 years to be matched by owner funds funded by the Multi-unit Retrofit Loan Program in the amount of \$5,000. The Small Rental Rehab loan will be used to install new siding and insulation on the exterior of the building and the Multi-unit Retrofit Loan will be used to replace two furnaces with energy efficient models. Bids were solicited from five contractors and all responded. The low bid was selected.

**Staff Commentary (If applicable or different than Commission):**

Staff concurs with the HPAC recommendation.

**Item Budget Commentary: (Account #; Balance; Cost of contract)**

The rehab loan of \$10,000 will reduce the remaining budgeted balance of \$90,000 to \$80,000. The rehab funds for this program were budgeted under the Community Development Block Grant Fund.

The energy loan of \$5,000 will reduce the remaining budgeted balance of \$145,000 to \$140,000. The energy funds for this program were budgeted under the Multi-unit Retrofit Loan Program funded by the Chicago Metropolitan Agency for Planning.

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):**

This program utilizes federal funds. The only expense to the Village is staff time for project administration. The program provides benefits to the Village in maintaining and improving our housing stock, promoting diversity, providing affordable rental units and improving the energy efficiency of the buildings. If the funds are not awarded to individual recipients the Village will not meet its goals under these programs.

**Proposed Recommended Action:**

Approve the Resolution.

Not Yet Approved Minutes of  
**HOUSING PROGRAMS ADVISORY COMMITTEE**  
Village of Oak Park  
September 7, 2011  
7:30 pm – Room 215

PRESENT: Steven Glass, Katrina Fill and Meredith Morris  
EXCUSED: Patrick Diakite and April Lasker  
STAFF: Jeff Richardson

CALL TO ORDER: The meeting was called to order by Chair Steven Glass at 7:44 pm.

REVIEW AND APPROVAL OF MEETING AGENDA: Chair Glass asked if there were any changes to the Agenda. No changes were noted. Agenda approved unanimously.

NON-AGENDA PUBLIC COMMENT: None.

REQUEST FOR A SMALL RENTAL REHAB PROGRAM LOAN SRP-011: Mr. Richardson presented the request for a rehab loan and an energy improvement loan. Mr. Richardson described the scope of work and reported that CNTEnergy had determined that the owner can expect to see the required 15% energy savings.

Ms. Morris made a motion to recommend approval of the loan request SRP-011, Ms. Fill seconded.

Roll Call	Diakite	Absent
	Fill	Aye
	Lasker	Absent
	Morris	Aye
	Chair Glass	Aye

Motion Passed.

2012 WORK PLAN: Mr. Richardson distributed copies of the 2011 Work Plan. Chair Glass requested that the committee members review the ongoing and new initiatives from 2011 and consider new activities for 2012. He noted that a review of the Multi-Family Housing Incentives Program procedures should occur in late 2011, prior to issuing the Request for Applications for the 2012 program year. Another initiative to be discussed is testing of rental practices, in conjunction with the Community Relations Commission. Further discussion of the 2012 Work Plan will occur at the next regular HPAC Meeting on September 21, 2011.

OTHER BUSINESS: Mr. Glass discussed possible increases in and changes to the 2012 Housing Programs budget that Staff is requesting. The requests include an additional \$50,000 for Multi-Family Housing Incentives Program grants and a possible \$50,000 request for a program to target specific activities to improve the marketability of apartments, such as kitchens, with a different focus each year.

Consideration is also being given to the effectiveness of Rental Reimbursement, with Staff preparing a report of past performance.

ADJOURNMENT (voice vote):

Meeting adjourned at 8:12 p.m.

Respectfully submitted,  
Jeff Richardson  
Staff Liaison



## Loan Summary

The Village of Oak Park  
Housing Programs Division  
123 Madison Street  
Oak Park, Illinois 60302-4272

708.358.5410  
Fax 708.358.5114  
www.oak-park.us  
[housing@oak-park.us](mailto:housing@oak-park.us)

### Small Rental Property Rehabilitation Program

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I. Identification Number: SRP-011

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II. Project Cost:	Forgivable Rehab Loan (Fund 83, CDBG Fund)	\$10,000
	CR3 Energy Rehab Loan	\$ 5,000
	Total Project Cost	\$15,000

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III. Loan/Mortgage Amount:	\$15,000
First Mortgage:	none
Second Mortgage:	none
VOP Mortgage (this loan):	\$15,000
Post-Rehab Encumbrance:	\$15,000
Estimated Market Value/ Current Market Value:	\$355,490 (Cook County Assessor's estimate)
Post-Rehab Equity:	\$340,490 (95.8% equity)

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#### IV. Obligations

Property Taxes:	Current \$4,270.81 paid 2/19/11 (1 <sup>st</sup> installment 2010 taxes) verified 9/3/11. No other taxes owed.
Water Bill:	Current

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#### V. Housing Code Violations:

A property maintenance inspection was performed on 5/17/11. The inspector noted smoke detectors and GFCI receptacles that need to be installed, and that the front stairs needed to be scraped and painted. The owner is addressing these issues outside of our rehab project.

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**VI. Use of Loan Funds:**

The CR3 Energy Rehab Loan funds will replace two existing furnaces with high-efficiency units.

The CDBG Rehab Loan funds will supplement the Energy Rehab Loan funds for the furnace replacement, and will install new rigid insulation and vinyl siding on the exterior of the building. All existing trim will be wrapped in aluminum.

---

**VII. Comments:**

This is a two-story frame two-flat. Both of the apartments are rental.

At the time of application, one of the units met the affordability requirements of the program. The tenant in that unit has since moved.

CNT Energy has reviewed the past energy usage for this property and determined that the proposed scope of work will attain a minimum of 15% energy savings, meeting the goal of the CR3 Program.

Equity meets the Program guideline requiring post-rehab equity of at least 15%. For purposes of determining equity, staff used the Assessor's estimated market value of \$355,490. With no current debt, the Village's mortgage will be the only lien on the property. There will be 95.8% post-rehab equity. The Village's investment is protected.

The owner plans to award the contract to the low bidder.



## Budget and Bid Evaluation

The Village of Oak Park 708.358.5410  
 Housing Programs Division Fax 708.358.5114  
 123 Madison Street [www.oak-park.us](http://www.oak-park.us)  
 Oak Park, Illinois 60302-4272 [housing@oak-park.us](mailto:housing@oak-park.us)

### Small Rental Property Rehabilitation Loan Program

SRP - 011

Project

Gregg Kuenster

Owner

1018 S. Maple Ave.

Address

Trade	Budget	Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5
		Impressive	Galway Const	AMW Envir	IDLC Co	All-Pro
1 - General Requirements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2 - Owner Participation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3 - Volunteer Participation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4 - Site Work	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 - Demolition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6 - Concrete & Paving	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7 - Masonry	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8 - Metal Work	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9 - Environmental Rehab	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10 - Carpentry	\$ 10,375.00	\$ 8,680.00	\$ 19,000.00	\$ 20,050.00	\$ 23,890.00	\$ 17,615.00
15 - Roofing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16 - Conservation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17 - Drywall & Plaster	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18 - Ceramic Tile	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19 - Paint & Wallpaper	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20 - Floor Coverings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21 - HVAC	\$ 7,000.00	\$ 6,320.00	\$ 4,000.00	\$ 4,080.00	\$ 4,380.00	\$ 6,240.00
22 - Plumbing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23 - Electrical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 17,375.00</b>	<b>\$ 15,000.00</b>	<b>\$ 32,375.00</b>	<b>\$ 24,130.00</b>	<b>\$ 28,270.00</b>	<b>\$ 23,855.00</b>

## RESOLUTION

### AWARDING A SMALL RENTAL PROPERTY REHABILITATION AND MULTI-UNIT RETROFIT IMPROVEMENT LOAN AND AUTHORIZING THE EXECUTION OF LOAN COMMITMENT AND AGREEMENT

SRP-011

2 Units

BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, Cook County, Illinois, as follows:

#### SECTION I: Findings

a) The Village of Oak Park has allocated funds in the current program year for loans under the Small Rental Rehabilitation program (SRP) which was established on November 1, 2010, funded by Community Development Block Grant (CDBG) funds. The program is open to rental buildings with less than 8 (eight) units. The program has two major purposes: (1) to upgrade the physical condition of small rental buildings and (2) to expand the housing choices of renters to encourage economic and racial diversity. As of September 19, 2011, \$90,000 of those funds were available for such loans.

b) The Village of Oak Park is a Local Program Administrator for the Multi-unit Retrofit Improvement Loan Program of the Chicago Region Retrofit Ramp-up (CR3) Program. The funds were awarded to the Village by the Chicago Metropolitan Agency for Planning (CMAP) from a contract CMAP has with the U.S. Department of Energy (DOE). As a Local Program Administrator, the Village may award funds to participants in the Small Rental Rehabilitation Program to conduct qualified building energy efficiency updates. As of September 19, 2011, \$145,000 of those funds were available for such loans.

c) The premises at 1018 S Maple Avenue consist of a multi-family dwelling with 2 units owned by Gregg J. Kuenster, hereinafter referred to as "Owner(s)". The owner(s) requested both an SRP and CR3 loan to perform work in accordance with the Application and Scope of Work, copies of which are on file in the Housing Programs Division. The Housing Programs Advisory Committee has reviewed the Application and Scope of Work and recommends awarding a loan for the purposes stated therein. The Housing Programs Division concurs.

d) The total cost of SRP and CR3 project is not expected to exceed a cost of \$15,000. The total loan amount is 15,000. Any additional costs will be paid by the owner.

e) The application and property meet all of the guidelines of the Small Rental Rehabilitation Program and CR3 including adequate equity and eligible repairs.



f) The Owner agrees, as a condition of the grant, to rent 51% of their units to households earning below 80% of the Area Median Income (AMI) and enter into a Marketing Services Agreement, the terms of which are set forth in the Loan Commitment and Agreement attached hereto as Exhibit III.

#### **SECTION II**

That the Village awards a SRP loan in the amount of \$10,000 using CDBG funds and a CR3 loan in the amount of \$5,000 to Gregg J. Kuenster, contingent upon the Owner's execution of a Note, Mortgage and Loan Commitment and Agreement, which loan funds shall be distributed only: 1) upon evidence that work within the approved Scope has been performed on the premises to the extent of the draw; 2) upon receipt of Mechanic's Lien waivers for labor and materials on the premises in the amount of the draw; and 3) upon receipt of proof that the Owner has paid any required match for work within the approved Scope.

#### **SECTION III**

The total \$15,000 loan shall be secured by a junior mortgage recorded against the premises, and evidenced by a Note, which Note and Mortgage shall substantially conform to those attached hereto and made a part hereof as Exhibits I and II.

#### **SECTION IV**

That the Village Manager is hereby authorized and directed to execute a Loan Commitment and Agreement SRP-011 with Gregg J. Kuenster, owner of the 2 unit apartment building at 1018 S Maple Avenue in Oak Park, conforming substantially to the Loan Commitment and Agreement attached hereto and made a part hereof as Exhibit III.

#### **SECTION V**

That the President and the Board of Trustees agree to waive any and all permit fees related to work paid for using Village funds, up to the maximum amount of the grant and owner's matching funds. Prior to obtaining a permit, the owner is required to obtain certification from the Housing Programs Division that the work requested under the permit is in accordance with the approved Scope.

THIS RESOLUTION shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 19th day of September, 2011 pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 19th day of September, 2011.

---

David G. Pope  
Village President

ATTEST:

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Teresa Powell  
Village Clerk

# NOTE

SRP-011

\$15,000

Oak Park, Illinois September 19, 2011

FOR VALUE RECEIVED, Gregg J. Kuenster ("Owner") promises to pay to the Village of Oak Park (the "Village") the principal sum of Fifteen Thousand and no/100 Dollars and no interest (constituting \$10,000 in Community Development Block Grant (CDBG) Funds and \$5,000 in Chicago Region Retrofit Ramp-up (CR3) Funds except as follows: The principal and interest shall be payable in full upon the earliest of the following occurrences or date:

1. There shall be no payment of either principal or interest during the term of the Small Rental Rehab Loan Commitment and Agreement identified as Exhibit III of Resolution \_\_\_\_\_ approved by the President and Board of Trustees of the Village of Oak Park, if the Owner, as described in the Agreement, successfully completes the full two (2) year term of the Agreement, Upon successful completion of the five year term of the Agreement, the Village shall discharge the indebtedness created herein and shall cancel the Note and release any security interest it may have without any payment of principal or interest.
2. In the event that the Owner sells, conveys or transfers his interest in the Premises during the five year term of the Agreement, without the written approval of the President and Board of Trustees of the Village of Oak Park permitting assignment of the rights, duties, obligations and interests under that Agreement to the new owners, the Village, at its option, may demand repayment of the principal and interest.
3. If the Village gives the Owner written notice of default in the performance of any agreement contained in the Agreement or Mortgage, and the Owner fails to cure the default within 7 days of the date of the notice, the Village may elect at any time, to demand repayment of the principal and interest.
4. If there is a change in use of the premises within two (2) years of the expenditure of Community Development Block Grant (CDBG) funds on the project, if the new use does not meet the project eligibility and national objectives of the U.S. Department of Housing and Urban Development's CDBG program; Code of Federal Regulations Title 24 Part 570 the lien with the required 12% interest must be repaid to the Village of Oak Park immediately.

All parties severally waive presentment for payment, notice of dishonor, protest and notice of protest.

Payments are to be made at the office of the Finance Director, 123 Madison Street, Oak Park, Illinois 60302 or such other place as the legal holder of this note may, from time to time, in writing appoint.

Without the prior written consent of the Village of Oak Park, the Owner shall not convey or encumber title to the premises securing the payment hereof.

The Village may elect to accelerate the entire unpaid principal balance as stated above and no delay in such election after actual or constructive notice of such breach shall be construed as a waiver of or acquiescence in any such conveyance, encumbrance or default.

A violation in the Mortgage from the Village of Oak Park shall be prima facie evidence of a default in the performance of the Mortgage to keep the premises fully repaired and in compliance with the Zoning Ordinance of the Village of Oak Park, the Village's Building Code, and the Code of the Village of Oak Park, including without limitation the provisions relating to housing, health, and fair housing.

The payment of this Note is secured by a Mortgage, bearing the same date as this Note, on the following described real estate

IMPORTANT – Preserve this note after payment to obtain release of Mortgage

in the County of Cook, Illinois ("the Premises"):

THE SOUTH 16 2/3 FEET OF LOT 5 AND THE NORTH 16 2/3 FEET OF LOT 6 IN BLOCK 4 IN REHM AND O'DELL'S SUBDIVISION OF BLOCKS 4, 5, 6, 7, 8, 9 AND 10 IN ROBSON WEDDELL'S ADDITION TO OAK PARK SAID ADDITION BEING A SUBDIVISION OF THE WEST 694 FEET OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 18, TOWNSHIP 39 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS

Permanent Real Estate Index Number(s): 16-18-309-005-0000

Address(es) of Real Estate: 1018 S Maple Avenue, Oak Park, Illinois

Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## MORTGAGE

SRP-011

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PIN: 16-18-309-005-0000

THIS MORTGAGE is made this 19th day of September, 2011 between Chicago Title Land Trust Company Trust No. 1108966, dated October 9, 2000, herein referred to as "Mortgagors," and The Village of Oak Park, an Illinois municipal corporation, herein referred to as "Mortgagee."

Mortgagors are justly indebted to the Village of Oak Park, the legal holder of a principal promissory note, termed " Note," executed by Mortgagors on the same date as this Mortgage, and made payable to Village of Oak Park and delivered, by which Note Mortgagors promise to pay the principal sum of \$15,000 (constituting \$10,000 in Community Development Block Grant (CDBG) Funds and \$5,000 in Chicago Region Retrofit Ramp-up (CR3) Funds and interest from September 19, 2011 on the balance of principal remaining from time to time unpaid at the rate of Twelve Percent (12%) per annum, or the highest amount allowed by law, whichever is less, except as herein provided as follows:

1. There shall be no payment of either principal or interest during the term of the Small Rental Rehab Loan Commitment and Agreement (the Agreement) identified as Exhibit III of Resolution \_\_\_\_\_ approved by the President and Board of Trustees of the Village of Oak Park. If the "Mortgagor(s)", as described in the Agreement, successfully completes the full two (2) year term of the Agreement, the Village shall discharge the indebtedness created herein and shall cancel the Note and release any security interest it may have without any payment of principal or interest.
2. In the event that the Mortgagor sells, conveys or transfers his interest in the Premises during the five year term of the Agreement, without the written approval of the President and Board of Trustees of the Village of Oak Park permitting assignment of the rights, duties, obligations and interests under that Agreement to the new owners, the Village, at its option, may demand repayment of the principal and interest.

**EXHIBIT II**

3. If the Village gives the Mortgagor written notice of default in the performance of any agreement contained in the Agreement or Mortgage, and Mortgagor fails to cure the default within 7 days of the date of the notice, the Village may elect at any time, to demand repayment of the principal and interest.
4. If there is a change in use of the acquired real estate within five (5) years of the expenditure of Community Development Block Grant (CDBG) funds on the project, if the new use does not meet the project eligibility and national objectives of the U.S. Department of Housing and Urban Development's CDBG program; Code of Federal Regulations Title 24 Part 570 the lien with the required 12% interest must be repaid to the Village of Oak Park immediately.

All parties severally waive presentment for payment, notice of dishonor, protest and notice of protest.

All payments of principal and interest are to be made payable to the Village of Oak Park and delivered to the Finance Director, 123 Madison St., Oak Park, IL, or at such other place as the Village of Oak Park may, from time to time, in writing appoint.

To secure the payment of the principal sum of money and interest in accordance with the terms, provisions and limitations of the above mentioned Note and of this Mortgage, and the Mortgagors' performance of the covenants and agreements referred to herein, Mortgagors CONVEY AND WARRANT unto the Mortgagee, its successors and assigns, the following described Real Estate and all of their estate, right, title and interest therein in the Village of Oak Park, Cook County, Illinois, to wit:

THE SOUTH 16 2/3 FEET OF LOT 5 AND THE NORTH 16 2/3 FEET OF LOT 6 IN BLOCK 4 IN REHM AND O'DELL'S SUBDIVISION OF BLOCKS 4, 5, 6, 7, 8, 9 AND 10 IN ROBSON WEDDELL'S ADDITION TO OAK PARK SAID ADDITION BEING A SUBDIVISION OF THE WEST 694 FEET OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 18, TOWNSHIP 39 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS

which, with the property hereinafter described, is referred to herein as the "premises":

Permanent Real Estate Index Number(s): 16-18-309-005-0000

Address(es) of Real Estate: 1018 S Maple Avenue  
Oak Park, Illinois

TOGETHER with all improvements, tenements, easements, and appurtenances thereto belonging, and all rents, issues and profits for so long and during all such times as Mortgagors may be entitled thereto (which rents, issues and profits are pledged primarily and on a parity with said real estate and not secondarily), and all fixtures, apparatus, equipment or articles now or hereafter therein or

**EXHIBIT II**

thereon used to supply heat, gas, water, light, power, refrigeration and air conditioning (whether single units or centrally controlled), and ventilation, including (without restricting the foregoing), screens, window shades, awnings, storm doors and windows, floor coverings, inador beds, stoves and water heaters. All of the foregoing are declared and agreed to be a part of the mortgaged premises whether physically attached thereto or not. The parties agree that all buildings and additions and all similar or other apparatus, equipment or articles hereafter placed in the premises by Mortgagors or their successors or assigns shall also be part of the mortgaged premises;

TO HAVE AND TO HOLD forever, for the purposes, and upon the uses and trusts herein set forth, free from all rights and benefits under and by virtue of the Homestead Exemption Laws of the State of Illinois, which rights and benefits Mortgagors do hereby expressly release and waive.

1. Mortgagors shall: (1) keep the premises in good condition and repair, without waste; (2) promptly repair, restore, or rebuild any buildings or improvements now or hereafter on the premises which may become damaged or be destroyed; (3) keep the premises free from mechanic's liens or liens in favor of the United States or other liens or claims for lien not expressly subordinated to the lien hereof; (4) complete within a reasonable time any building or buildings now or at any time in process of erection upon the premises; (5) comply with all requirements of law or municipal ordinances with respect to the premises and the use thereof; (6) make no material alterations in the premises except as required by law or municipal ordinance or as previously consented to in writing by the Mortgagee.
2. Mortgagors shall pay before any penalty attaches all general taxes, and shall pay special taxes, special assessments, water charges, sewer service charges, and all other charges against the premises when due, and shall, upon written request, furnish to Mortgagee the original or duplicate receipts therefor. To prevent default hereunder, Mortgagors shall pay in full under protest, in the manner provided by statute, any tax or assessment, which Mortgagors may desire to contest.
3. Mortgagors shall keep and maintain an all risk property insurance policy providing for payment of the cost to replace or repair any property damage or to pay in full the principal and interest on the Note, which insurance shall be issued by companies satisfactory to the Mortgagee, under insurance policies payable, in case of loss or damage, to Mortgagee for the benefit of the Mortgagee, such rights to be evidenced by the standard mortgage clause to be attached to each policy, and shall deliver all policies, including additional and renewal policies, to Mortgagee of the note, and in case of insurance about to expire, shall deliver renewal policies not less than ten days prior to the respective dates of expiration.
4. Mortgagors shall pay each item of indebtedness herein mentioned, both principal and interest, when due according to the terms hereof. At the election of the holders of the principal note, and without notice to Mortgagors, all unpaid indebtedness secured by this Mortgage shall, notwithstanding anything in the principal note or in this Mortgage to the contrary, become due and payable in case default shall occur and continue for three days in the performance of any agreement of the Mortgagors herein contained.

5. When the indebtedness hereby secured shall become due, whether by the terms of the note or by acceleration or otherwise, the holder of the Note or the Mortgagee shall have the right to foreclose the lien hereof and also shall have all other rights provided by the laws of Illinois for the enforcement of a mortgage debt. In any suit to foreclose the lien hereof, there shall be allowed and included as additional indebtedness in the court order for sale all expenditures and expenses allowed by law, which may be paid or incurred by or on behalf of Mortgagee or holders of the note including but not limited to attorney's fees, court costs, appraiser's fees, outlays for documentary and expert evidence, stenographer's charges, publication costs and costs (which may be estimated as to items to be expended after entry of the court order) of procuring all such abstracts of title, title searches and examinations, and guarantee policies which may be reasonably necessary either to prosecute such suit or to evidence to bidders at any sale which may be had pursuant to such court order the true condition of the title to or the value of the premises. In addition, all expenditures and expenses of the nature in this paragraph mentioned shall become so much additional indebtedness secured hereby and immediately due and payable, with interest thereon at the rate of twelve per cent per annum, or the maximum amount allowed by law, whichever is less, when paid or incurred by Mortgagee or holders of the note in connection with: (a) any action, suit or proceeding, including but not limited to probate and bankruptcy proceedings, to which either of them shall be a party, either as plaintiff, claimant or defendant, by reasons of this Mortgage or any indebtedness hereby secured; or (b) preparations for the commencement of any suit for the foreclosure hereof after accrual of such right to foreclose whether or not actually commenced; or (c) preparations for the defense of any threatened suit or proceeding which might affect the premises or the security hereof, whether or not actually commenced.
6. The proceeds of any foreclosure sale of the premises shall be distributed in accordance the Illinois Mortgage Foreclosure Law.
7. Upon or at any time after the filing of a complaint to foreclose this Mortgage, the Court in which such complaint is filed may appoint a receiver of the premises. Such appointment may be made either before or after sale, without notice, without regard to the solvency or insolvency of Mortgagors at the time of application for such receiver and without regard to the then value of the premises or whether the same shall be then occupied as a homestead or not and the Mortgagee hereunder may be appointed as such receiver by appointment of Mortgagee in possession. Such receiver shall have power to collect the rents, issues and profits of said premises during the pendency of such foreclosure suit and, in case of a sale and a deficiency, during the full statutory period for redemption, whether there be redemption or not, as well as during any further times when Mortgagors, except for the intervention of such receiver, would be entitled to collect such rents, issues and profits, and all other powers which may be necessary or are usual in such cases for the protection, possession, control, management and operation of the premises during the whole of said period. The Court from time to time may authorize the receiver to apply the net income in his hands in payment in whole or in part of: (1) The indebtedness secured hereby, or by any decree foreclosing this Mortgage, or any tax, special assessment or other lien which may be or become superior to the lien hereof or of such decree, provided such application is made prior to foreclosure sale; (2) the deficiency in case of a sale and deficiency.



8. No action for the enforcement of the lien of this Mortgage or of any provision hereof shall be subject to any defense which would not be good and available to the party interposing same in an action at law upon the note hereby secured.
9. Mortgagee or the holders of the note shall have the right to inspect the premises at all reasonable times and access thereto shall be permitted for that purpose.
10. Mortgagee has no duty to examine the title, location, existence, or conditions of the premises, nor shall Mortgagee be obligated to record this Mortgage or to exercise any power herein given unless expressly obligated by the terms hereof, nor be liable for any acts or omissions hereunder, except in case of his own gross negligence or misconduct or that of the agents or employees of Mortgagee, and he may require indemnities satisfactory to him before exercising any power herein given.
11. Mortgagee shall release this Mortgage and the lien created thereby by proper instrument upon presentation of satisfactory evidence that all indebtedness secured by this Mortgage has been fully paid; and Mortgagee may execute and deliver a release to and at the request of any person who shall either before or after maturity, produce and exhibit to Mortgagee the principal Note, representing that all indebtedness secured by this Mortgage has been paid, which representation Mortgagee may accept as true without inquiry. Where a release is requested of the Mortgagee and the Mortgagee has never executed a certificate on any document identifying it as the principal note, the Mortgagee may accept as the original Note any note which is presented and which conforms in substance with the description of the Note in this Mortgage and which appears to be executed by the Makers.
12. This Mortgage and all provisions hereof, shall extend to and be binding upon the Mortgagors and all persons claiming under or through Mortgagors, and the word "Mortgagors" when used herein shall include all such persons and all persons at any time liable for the payment of the indebtedness or any part thereof, whether or not such persons shall have executed the principal note, or this Mortgage.
13. The Mortgagors on its behalf and on behalf of each and every person acquiring any interest in or title to the premises subsequent to the date of this Mortgage, hereby waives any and all rights of redemption, including all rights under 735 ILCS 5/15-1603 from any judgment, order or decree of foreclosure of this Mortgage and from any sale under any judgment, order, or decree of foreclosure of this Mortgage.
14. The Mortgagor on its behalf and on behalf of each and every person acquiring any interest in or title to the premises subsequent to the date of this Mortgage shall keep the premises fully repaired and in strict compliance with Village of Oak Park zoning ordinances, building code ordinances, and Code of the Village of Oak Park including provisions relating to housing, health, and fair housing.

The name of the record owner is: Gregg J. Kuenster.

**EXHIBIT II**

Witness the hands and seals of Mortgagors the day and year first above written.

\_\_\_\_\_  
Signature of Mortgagor

\_\_\_\_\_  
Signature of Mortgagor

\_\_\_\_\_  
Printed Name of Mortgagor

\_\_\_\_\_  
Printed Name of Mortgagor

State of Illinois,  
County of COOK

I, the undersigned, a Notary Public in and for Cook County, Illinois certify that  
\_\_\_\_\_ and \_\_\_\_\_

Personally known to me to be the same person(s) whose name appears above, appeared before me  
this day in person, and freely and voluntarily subscribed to the foregoing instrument, for the uses  
and purposes therein set forth, including the release and waiver of the right homestead.

Given under my hand and official seal, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

Deliver to Box 321

**SMALL RENTAL REHAB LOAN COMMITMENT AND AGREEMENT**  
**1018 S MAPLE AVENUE**  
**2 UNITS**

This Agreement entered into this 19th day of September 2011 by and between the Village of Oak Park, a Municipal Corporation (the "Village") and Gregg J. Kuenster (the "Owner(s)") as owner of 1018 S Maple Avenue, a multiple family dwelling containing 2 units within the Village of Oak Park (the "Apartment Building").

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, the parties hereto do mutually agree as follows:

1. The owner(s) has made an application to the Village for a Small Rental Rehabilitation loan in the amount of \$10,000 using Community Development Block Grant (CDBG) funds, and a Multi-Unit Retrofit Improvement Loan using funds from the Chicago Region Retrofit Ramp-up (CR3) program in the amount of \$5,000 to be used for the following improvements to the Owner's rental property located at 1018 S Maple Avenue, Oak Park, County of Cook, State of Illinois.

Improvements: See attached specifications. Which rental property is legally described as:

THE SOUTH 16 2/3 FEET OF LOT 5 AND THE NORTH 16 2/3 FEET OF LOT 6 IN BLOCK 4 IN REHM AND O'DELL'S SUBDIVISION OF BLOCKS 4, 5, 6, 7, 8, 9 AND 10 IN ROBSON WEDDELL'S ADDITION TO OAK PARK SAID ADDITION BEING A SUBDIVISION OF THE WEST 694 FEET OF THE WEST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 18, TOWNSHIP 39 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS

P.I.N. #: 16-18-309-005-0000

2. The Village is desirous of making a rehabilitation loan to the Owner(s) for the construction of the improvements. The Village will place a lien in the form of a Mortgage against all assisted properties for the amount of Community Development Block Grant ("CDBG") and Chicago Region Retrofit Ramp-up (CR3) loan funds provided to the Property Owner. The Property Owner must abide by all terms of the Mortgage and this Agreement, for two (2) years, known as the Affordability Period. The Affordability Period starts upon the date of final payment of the CDBG and CR3 contract amounts to the Contractor. The final mortgage/lien amount will include all rehabilitation costs (including the incremental increase in costs associated with lead based paint, if applicable and related items) and all soft costs charged to the project. The mortgage will bear no interest and the lien in the full amount of CDBG and CR3 assistance provided will be discharged if the owner satisfies all terms and

conditions of the Mortgage and this Agreement for the full length of the Affordability Period. If the Owner does not satisfy the terms and conditions of the Mortgage and this Agreement during the Affordability Period, the Owner will be required to repay the entire lien amount with 12% required interest.

3. If the property is sold prior to the end of the Affordability Period, the lien with the required 12% interest must be repaid to the Village of Oak Park. The Village may waive this requirement if the new Property Owner agrees to continue to abide by the terms of this Agreement for the remainder of the Affordability Period. This arrangement must be agreed upon in writing by all interested parties prior to the sale of the property.
4. If there is a change in use of the acquired real estate within two (2) years of the expenditure of CDBG funds on the project, if the new use does not meet the project eligibility and national objective requirements of the U.S. Department of Housing and Urban Development's CDBG program; Code of Federal Regulations Title 24, Part 570 the lien with the required 12% interest must be repaid to the Village of Oak Park immediately.
5. The Village will agree to subordinate its mortgage only for refinancing of debt from existing mortgages for rate and/or term improvement. The Village will only agree to subordinate its mortgage if the new mortgage does not include any new debt, with the exception of closing costs and fees. Subordinations must be approved by the Village Board of Trustees.
6. During the term of the affordability period described above, the Property Owner agrees that 1 unit will be rented to tenants with household income at or below 80% of the Area Median Income for Cook County published by HUD. Property Owners must provide each Tenant Household a copy of the appropriate EPA/HUD lead paint booklet prior to the Tenant signing a lease. The Tenant must sign an acknowledgement letter indicating that they have received the booklet.
7. The maximum contract rent charged for income restricted units cannot exceed the most current Fair Market Rent limits published by HUD for the Chicago-Naperville-Joliet, IL area depending on the income level of the applicant. This applies to units with tenants in place at the time of rehabilitation and for vacant or newly created units at the time of initial occupancy. Property Owners and their immediate families are not eligible to rent the restricted units.
8. If rents charged by the Owner prior to the submission of the application were less than maximum allowable rents under the program, the Owner may not increase rents on occupied units, regardless of Tenant Household income, from the pre-rehab rent for a minimum of one year after rehabilitation has been completed.
9. The Property Owner must submit all Village of Oak Park/HUD required documentation, along with a copy of the lease, to the Housing Programs Division for

review at least 5 days prior to entering into a lease agreement with a prospective Tenant Household. This applies only at initial occupancy of units that are newly created or for existing units that were vacant at the time of rehabilitation.

10. A Property Owner must make reasonable accommodations in rules, policies, practices, or services when accommodations may be necessary to afford a person with a disability equal opportunity to use and enjoy residential real property. The Property Owner shall not refuse to permit, at the expense of the person with a disability, reasonable modifications of existing premises occupied or to be occupied by the person with a disability, if that modification may be necessary to afford that person full enjoyment of the premises. Reasonable modifications may include things such as handrails and modified countertops. The person with the disability may be required to return the premises to its original condition upon vacating the premises.
11. During the affordability period, property owners are required to make a good faith effort to affirmatively market the units in their building with the cooperation and assistance of the Village of Oak Park and its designated Marketing Agent, the Oak Park Regional Housing Center. The Village shall promptly provide its agent with an executed copy of the Agreement. Property Owners are required to list all vacancies with the Village's Marketing Agent. The Village's Marketing Agent will waive all fees to the building owner for their marketing services. The Owner will remain responsible for credit checks, security deposit procedures, and the final determination of renting to all tenants. All tenant applications will be taken and processed in the order in which they are received consistent with Federal, State and Local Fair Housing Laws. Any Fair Housing Complaints will be referred to the Housing Programs Manager and the Director of Community Relations.
12. The Village agrees to save and hold harmless, protect and defend the Owner, its employees, servants, successors and other agents, from any and all costs, losses, suits for damage or other relief, damages, rights, claims, demands or actions resulting from or in any way arising out of the actions or operations of the Owner or its agents in approving or carrying out or fulfilling the terms of this Agreement as it relates to the use of the Village's Marketing Agent, except for all willful misconduct of the Owner or its agent, and to pay all costs of any involvement in any litigation or administrative proceedings or other legal actions based in whole or in part on the Village's "Incentives Ordinance" or the Owner's status as a party to this Agreement.
13. The indemnity provided in Section 12 above is contingent upon the Owner agreeing that the Village shall have control over litigation, administrative proceeding or other legal action, including the selection of attorneys and any settlement of any claim, suit or legal action as the Village deems expedient, provided that the Village shall not be authorized to make any admissions of wrongdoing or illegal activity on behalf of the Owner, nor to enter any plea in a criminal or quasi-criminal case on behalf of the Owner without its express prior written approval. Nothing in this Agreement shall prevent the Village or the Owner from submitting any legal action for defense and/or indemnification to any insurance carrier.

14. All provisions of this Agreement requiring the Village to save and hold harmless, defend the Owner, its employees, servants, successors and other agents, and to pay all costs of involvements in legal actions regarding the Owner's participation in this Agreement shall survive any termination of this Agreement and, if the Owner or its employees, servants, successors or other agents is or becomes involved in any proceeding or litigation by reason of the Owner having been a party to this Agreement, such provisions shall apply as if this Agreement were still in effect.

NOW, THEREFORE, in consideration of the mutual promises contained herein, it is agreed as follows:

The Village will make a rehabilitation loan to the property owner(s) for the completion of the improvements on the subject property subject to the following terms and conditions:

a) All of the construction and improvements shall be based on contracts with such contractors and in such form as approved by the Village. The Property Owner and selected Contractor will be required to obtain all appropriate work permits from the Department of Building and Property Standards. The Village of Oak Park will waive permit fees for work that falls within the approved Scope of Work up to the approved total project cost. Prior to obtaining any permit, the property owner and/or contractor will obtain a certification from the Housing Programs Division that the work falls within the approved Scope of Work.

b) Upon approval of the contracts and contractors the Village will disburse the funds directly to the contractors, subcontractors and material men upon presentation of Contractor's Sworn Statements and Waivers of Mechanic's and Material men's Liens in such forms as are satisfactory to the Village, upon the Owner's written authorization and upon an inspection of the work satisfactory to the Village. The Owner's funds committed to the project (if any) shall be disbursed prior to disbursement of any Village funds. Any Village funds committed to this project but not disbursed shall revert to the Village.

c) The Village will pay the contractor on a cost reimbursement basis. For the duration of the project, contractors may make multiple payment requests to the Housing Programs Division. The Village will retain 20% of the total amount requested from each interim payment request. The Village of Oak Park will not provide "advance" money or authorize payment for items which are not completed or properly installed with the exception of "rough-in" installations of plumbing, electrical or mechanical systems. Upon completion of the improvements, the Village will inspect the contractor's work. After the property passes its final inspection and the Village receives the contractor's signed waiver of lien, the Village will make the final payment to the contractor.

d) The Owner(s) shall at all times while any sums hereunder remain unpaid maintain hazard insurance on the subject property in an amount which is at least 80% of the property's current market value and shall ensure the Village's interest in the property in the amount of \$15,000. A policy insuring the Village's interest must be maintained in full force

and effect throughout the full term of the loan. A copy of said policy must be provided to the Village prior to disbursement of any funds.

e) To secure repayment of the loan, the Village shall record a mortgage conforming substantially to the attached Mortgage and Note with the Recorder of Deeds to reflect the Village's interest in the property.

f) The loan amount shall include a contingency to cover any unforeseen conditions. If the entire approved amount of the rehab loan including the contingency amount is not used, an Amendment to Mortgage and Amended Note shall be prepared and executed to reflect the actual amount expended on rehab.

g) Payment under any contract signed in connection with this loan is contingent upon loan approval by the Village of Oak Park Board of Trustees and/or the Village Manager.

h) Written notices required under this Agreement shall be to the Village Manager at 123 Madison Street, Oak Park, Illinois 60302, in the case of the Village and to Gregg J. Kuenster, 1009 Wisconsin Avenue, Oak Park, Illinois 60304, in the case of the Owner.

i) All obligations of the Owner hereunder, if signed by more than one individual, will be joint and several.

OWNER  
1018 S Maple Avenue

BY \_\_\_\_\_ Date: \_\_\_\_\_

BY \_\_\_\_\_ Date: \_\_\_\_\_

VILLAGE OF OAK PARK

BY \_\_\_\_\_ Date: \_\_\_\_\_

Thomas W. Barwin  
Village Manager

ATTEST:

\_\_\_\_\_  
Teresa Powell  
Village Clerk

REVIEWED AND APPROVED  
AS TO FORM

SEP 14, 2011  
*Samuel M. Barwin*  
LAW DEPARTMENT

D

**VILLAGE OF OAK PARK**  
**AGENDA ITEM COMMENTARY**

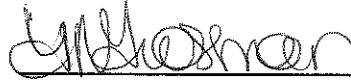
**Item Title: Resolution Authorizing a Subordination of Liens, FHAP-015 and BPIP-022,  
(1046 S Harvey Avenue)**

Resolution or Ordinance No. \_\_\_\_\_

Date of Board Action: September 19, 2011

Staff Review:

Department Director Name:



Tammie Grossman

Village Manager's Office:



**Item History (Previous Board Review, Related Action, History):**

From 1992 to 1995 the Village of Oak Park's First Time Homebuyers (FTHB) Program made loans to low and moderate income home buyers with a dependant child to use toward the down payment and closing costs for the purchase of single family homes. The owners of 1046 S Harvey Avenue received a \$7,499.27 loan from the Village on October 20, 1994.

The First Time Homebuyer loans are interest-free, deferred-payment loans payable in full upon the earlier of the conveyance or transfer of any interest in the subject property by the mortgagor; or the conveyance or transfer of any interest in the subject property by the estate of the mortgagor, or if the mortgagor should cease to occupy the subject property as their principal residence, or the mortgagor fails to comply with the requirements for a mortgage credit certificate, or after a period of thirty years. The loans are supported by a Note and a Mortgage which is recorded against the property. To the best of our knowledge, the First Time Homebuyer program did not contain standards for subordination agreements. The program has not been operational since 1995.

On October 4, 2003, pursuant to the Barrie Park Investment Program, the Board of Trustees approved a \$15,000 loan to the owners of 1046 S Harvey Avenue. The loan is supported by a mortgage which was recorded against the property. The mortgage was recorded as a third mortgage on the property with the purchase loan mortgage being first and the First Time Home Buyer loan being second.

Loans made under the Barrie Park program are deferred for repayment until conveyance or transfer of any interest in the property. The guidelines were amended in September 2008 to clarify under what circumstances requests for subordination will be granted. The guidelines provide that in cases where former loan recipients wish to refinance mortgage(s), other than the Village's, and request that the Village maintain its subordinate position, the Village will agree to maintain its junior position if:



- a. The terms of new first mortgage are more advantageous to the homeowner and are reasonable under current market conditions; and
- b. There is adequate equity in the property to support the total proposed encumbrance, at least 15% equity (if necessary, homeowner(s) will submit an appraisal as proof of equity); and
- c. The cost of the refinance is the only allowable equity taken out of the property.

**Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):**

The homeowner is seeking to replace the current primary mortgage at 6.5% interest rate with a new adjustable rate primary mortgage at 3.625% initial interest rate. This new loan will provide a seven year adjustable mortgage. The homeowner is planning to sell the property before the seven year period. The amount of the new loan will be \$147,000. The homeowner is taking \$24,000 equity out of the property to pay off a property settlement related to a divorce and for repairs to the home.

The issuing lender will not make the loan unless that mortgage is the first mortgage lien against the property. The lender is requesting that the Village subordinate its mortgage to their new first mortgage. The Village's mortgages were created as second and third mortgages. By agreeing to subordinate, the Village is agreeing to remain in junior positions.

In this case, the property is appraised at \$262,000. The first mortgage of \$147,000, the Village's \$7,499.27 First Time Home Buyer mortgage, and the Village's \$15,000 Barrie Park Investment Program mortgage equal total debt of \$169,499.27, leaving 35.3% equity. Therefore, the Village's interest is protected.

The request does not completely comply with the Village guidelines requirements. However, Staff is recommending the subordination due to the extraordinary circumstances outlined in the homeowner's request which is attached and because some of the funds will be used for necessary repairs to the home.

**Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):**

This is a normal function of loan portfolio management. No other governmental entities are involved.

**Item Budget Commentary: (Account #; Balance; Cost of contract)**

The subordination is not a direct cost to the General Fund. Staff time in document preparation, which is a regular part of loan portfolio management, is the only cost.

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):**

The alternative would be to deny the subordination request which would result in the

homeowner being required to repay the Village loans, which would decrease the equity in the home and increase the monthly mortgage payments.

**Proposed Recommended Action: Approve the Motion**

**RESOLUTION  
AUTHORIZING SUBORDINATION  
OF LIENS ON PROPERTY LOCATED AT  
1046 S Harvey Avenue**

**Whereas**, from 1992 to 1995 the Village of Oak Park's First Time Homebuyers Program made loans to low and moderate income home buyers with a dependant child to use toward the downpayment and closing costs for the purchase of single family homes; and

**Whereas**, the First Time Homebuyer loans are interest-free, deferred-payment loans payable in full upon the earlier of the conveyance or transfer of any interest in the subject property by the mortgagor; or the conveyance or transfer of any interest in the subject property by the estate of the mortgagor, or if the mortgagor should cease to occupy the subject property as their principal residence, or the mortgagor fails to comply with the requirements for a mortgage credit certificate, or after a period of thirty years and are supported by a Note and a Mortgage which is recorded against the property; and

**Whereas**, the Village awarded a Seven Thousand Four Hundred and Ninety-nine Dollars and Twenty-seven Cents (\$7,499.27) loan to James G. Binns and Bonnie L. Shadrake as the owners of 1046 S Harvey Avenue pursuant to the Downpayment/Closing Cost Assistance Program; and

**Whereas**, James G. Binns and Bonnie L. Shadrake entered into a Note for \$7,499.27 dated October 20, 1994; and

**Whereas**, the Village of Oak Park's Barrie Park Investment Program authorized the Village to make grants and loans to owners of property in the Barrie Park neighborhood for purposes of rehabilitating their properties and improving the Village's housing stock; and

**Whereas**, Barrie Park loans are interest-free, deferred-payment loans payable in full upon the earlier of the conveyance or transfer of any interest in the subject property by the mortgagor; or the conveyance or transfer of any interest in the subject property by the estate of the mortgagor and are supported by a Note and a Mortgage which is recorded against the property; and

**Whereas**, the Village awarded a Fifteen Thousand (\$15,000) loan to James G. Binns and Bonnie L. Shadrake as the owners of 1046 S Harvey Avenue pursuant to the Barrie Park Investment Program; and

**Whereas**, James G. Binns and Bonnie L. Shadrake entered into a Note for \$15,000 dated October 4, 2004; and

**Whereas**, the Village recorded both mortgages with the Cook County Recorder of Deeds; and

**Whereas**, at the time the mortgages were recorded, they were the second and third mortgages against the property, respectively; and

**Whereas**, Bonnie L. Shadrake has applied and been conditionally approved for a new primary mortgage with Cole Taylor Bank; and

**Whereas** Cole Taylor Bank is conditioning the approval on being the first mortgage against the property; and

**Whereas**, the Village specifically finds that for its mortgages to remain subordinate is consistent with the goals of the First Time Homebuyers Program and the Barrie Park Investment Program.

**NOW THEREFORE, BE IT RESOLVED** by the President and Board of Trustees of the Village of Oak Park, Cook County, Illinois, as follows:

**SECTION 1: FINDINGS:**

The above stated recitals shall be incorporated herein as findings of fact.

**SECTION 2:**

The Village Manager is authorized and directed to execute a Subordination of Lien for each of the Village's mortgages for the purposes set forth in the Findings. Said Subordinations shall conform substantially to the Subordination attached hereto as Exhibit A and B.

**SECTION 3:**

The Village Manager is authorized and directed to endorse the Village's Note in the amount of \$7,499.27 for the subject property with the following recital: "This Note in the amount of \$7,499.27 is secured by a Mortgage which is junior and subordinate to the lien of that certain Mortgage document dated \_\_\_\_\_ from Cole Taylor Bank".

The Village Manager is authorized and directed to endorse the Village's Note in the amount of \$15,000 for the subject property with the following recital: "This Note in the amount of \$15,000 is secured by a Mortgage which is junior and subordinate to the lien of that certain Mortgage document dated \_\_\_\_\_ from Cole Taylor Bank".

**SECTION 4:**

This Resolution shall be in full force and effect from and after its passage and adoption as provided by law.

ADOPTED this 19<sup>th</sup> day of September, 2011 pursuant to a roll call vote as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED by me this 19<sup>th</sup> day of September, 2011.

\_\_\_\_\_  
David G. Pope  
Village President

Attest:

\_\_\_\_\_  
Teresa Powell  
Village Clerk

PIN: 16-17-311-016-0000

## Subordination of Lien

WHEREAS, James G. Binns and Bonnie L. Shadrake, by Mortgage dated October 4, 2004, and recorded in Office of the Cook County, Illinois Recorder of Deeds on October 20, 2004 as document number 0429448007, conveyed to the Village of Oak Park, to secure an Installment Note for Fifteen Thousand and No/100 Dollars (\$15,000) with interest payable as therein provided, certain premises in Cook County, Illinois, described as follows:

Lot 25 and the South Five Feet of Lot 26 in Block 1 of the Greendale Subdivision of the West 1/2 of the South West 1/4 of Section 17, Township 39 North, Range 13 East of the Third Principal Meridian, Cook County, Illinois

Permanent Real Estate Index Number: 16-17-311-016-0000

Common Address: 1046 South Harvey Avenue, Oak Park, Illinois 60304

And WHEREAS, Bonnie L. Shadrake, by Mortgage, dated \_\_\_\_\_, and recorded in the Office of the Cook County Recorder of Deeds as Document \_\_\_\_\_, did convey to Cole Taylor Bank the same above described premises to secure an Installment Note for \$147,000.00 with interest, payable as therein provided; and

WHEREAS, the Installment Note secured by the Mortgage first described is held by the Village of Oak Park, an Illinois Municipal Corporation, as sole owner and not as agent for collection, pledge or in trust for any person, firm or corporation; and

WHEREAS, the Village of Oak Park wishes to subordinate its Mortgage lien to the Cole Taylor Bank Mortgage lien recorded as Document No. \_\_\_\_\_ on \_\_\_\_\_ in the Office of the Cook County Recorder of Deeds.

NOW THEREFORE, in consideration of the premises and of the sum of One Dollar (\$1.00) to it in hand paid, the Village of Oak Park hereby covenants and agrees with Cole Taylor Bank that the Village of Oak Park's Mortgage lien and the Installment Note which it secures, as above described, shall be and remain at all times a second lien upon the above described premises subject to the above described Mortgage lien of Cole Taylor Bank for all advances made or to be made on the note secured by the Cole Taylor Bank Mortgage and for all other purposes specified therein.

WITNESS the Village of Oak Park has caused this Subordination to be signed by its duly authorized officer and attested by a Notary Public this 19<sup>th</sup> day of September, 2011.

ATTEST:

VILLAGE OF OAK PARK

BY: \_\_\_\_\_

\_\_\_\_\_  
Teresa Powell, Village Clerk

TITLE: Village President

I, the undersigned, a Notary Public in Cook County, Illinois, do hereby certify that David Pope, Village President for the Village of Oak Park, personally known to me to be the same person whose name appears above, appeared before me this day in person and acknowledged that he signed, sealed and delivered this document as a free and voluntary act for the uses and purposes set forth herein, on behalf of the Village of Oak Park, being first duly authorized thereon to.

Given my hand and Notarial Seal \_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Notary Public)

Deliver to: Recorder's Office Box No. 321

REVIEWED AND APPROVED  
AS TO FORM

SEP 14 2011  
  
LAW DEPARTMENT

Exhibit B



To: Jeff Richardson, Housing Programs, and Village of Oak Park Board

From: Bonnie Shadrake

Date: September 1, 2011

Re: Subordination of loans on residence at 1046 S. Harvey Ave

---

Greetings!

I am writing in regards to my request to subordinate 2 Village of Oak Park loans attached to my home at 1046 S. Harvey in Oak Park. The first is a first-time homeowner's loan for \$7499.27, and the second is a Barrie Park remediation loan for \$15K.

I was asked to explain my intended use for the requested \$24,000.00 cash-out of equity in the home. The home is being re-financed as part of a divorce settlement. Both my husband (James G. Binns) and me (Bonnie L. Shadrake) are currently listed on the title and mortgage. Jimmy has not lived in the residence since 2004. Our intention is to remove his name from both the title and mortgage, leaving me solely responsible for all remaining debts on the house, including the Village loans. I have been paying the mortgage and all other expenses connected with the house by myself since 2004, and have never been late or remiss in paying any bill associated with this home. As part of our settlement, I agreed to refinance, and pay Jimmy \$20K at closing. The remaining \$4K would be used for critical home repairs, specifically my front porch and steps, which are concrete and require foundation work to repair. Estimates have ranged from \$3K-\$4K, which is why I am requesting \$4K to make sure I can cover those repairs.

I am asking the Village to subordinate these loans and approve them under my name solely (removing Jimmy from any responsibility) with the new lender. The new loan will be a 7/1 ARM, as my intention is to sell the house within the next 7 years, once my daughter is out of college. She is currently a senior at OPRF. Hopefully this shows my intention to repay the Village loans in the not too distant future! Paying off the Village loans at this time would require me to take out a much larger loan, and would severely hamper my ability to afford the monthly payment. I believe you can easily check my record of payments in all areas and will find I have been up to date and responsible for all debts to the Village of Oak Park, as well as to all other creditors. I intend to continue to pay my monthly bills in a timely and responsible manner, but can only do so if my mortgage payment remains at a manageable level, especially with college looming for my only child. I hope you will grant this request at your earliest convenience. Thank you for your time and attention to this matter!

Sincerely,



Bonnie Shadrake  
1046 S. Harvey Ave.  
Oak Park, IL, 60304



E

**VILLAGE OF OAK PARK**  
**AGENDA ITEM COMMENTARY**

**Item Title: Ordinance authorizing amendment of Section 7-9-8F of the Village Code designating 700 South Lombard Avenue as an Oak Park Historic Landmark as reviewed at the September 6, 2011 Village Board meeting.**

Resolution or Ordinance No. \_\_\_\_\_

Date of Board Action: September 19, 2011

Staff Review:

Douglas Kucane

Department Director Name:

M. Miller

Village Manager's Office:

UKS

**Citizen Advisory Board or Commission Issue Processing (Dates of Related Commission Meetings):**

The Historic Preservation Ordinance, adopted by the Village Board in 1994, enables the Historic Preservation Commission to recommend, and the Village Board to adopt by Ordinance, local landmarks within the Village. The property must meet one or more of 8 criteria for designation as listed in the ordinance. The ordinance calls for the Commission to hold a public hearing and then forward a recommendation in the form of a Resolution to the Village Board. Upon receipt of the Resolution and nomination report, the Village Board has 30 days in which to designate or reject the nomination by simple majority. Upon approval, the Board shall enact an ordinance designating the landmark.

- A. Nomination for Landmark status submitted: July 8, 2011
- B. HPC preliminary determination of eligibility: July 14, 2011
- C. HPC public hearing; approved Resolution and Findings of Fact: August 11, 2011
- D. Village Board accepted Findings of Fact and Resolution from HPC: September 6, 2011

**Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):**

On July 8, 2011 the Historic Preservation Commission received a completed Oak Park Historic Landmark nomination form for the property at 700 S. Lombard Avenue. The Historic Preservation Commission conducted a preliminary determination of eligibility on July 14, 2011 which determined that the property met three of the criteria for designation contained in the Historic Preservation Ordinance.

The Historic Preservation Commission conducted the required Public Hearing on August 11, 2011. Legal Notice of the Public Hearing was published in the July 27, 2011 Wednesday Journal and hearing notices were mailed to Village property owners within 250 feet of the site.

The Historic Preservation Commission approved the nomination as the Findings of Fact and recommended approval of the property as an Oak Park Historic Landmark by the attached Resolution on August 11, 2011 as is mandated in the Historic Preservation Ordinance.

The property at 700 S. Lombard Avenue is known as the *Freeman Landon House*. The two story brick house was constructed in 1922 in the Eclectic style with Prairie and Colonial Revival influences and designed by architect Jeremiah J. Cerny. The property is significant for its architecture, for its association with Cerny and the Landon family, who owned the property for 33 years. The property meets the following criteria under section 7-9-5 of the Historic Preservation Ordinance "Criteria for Designation of Historic Landmarks and Interior Historic Landmarks":

1. Significance as an example of the architectural, cultural, economic, historic or social development or heritage of the Village of Oak Park, the State or the United States.
5. Embodiment of those distinguishing characteristics of a significant architectural style.
6. Identification as the work of an architect and builder whose individual work is significant in the development of the Village of Oak Park.

**Staff Commentary (If applicable or different than Commission):**

The Village Board accepted the Findings of Fact and Resolution on September 6, 2011 and requested Staff prepare an ordinance designating the property as a Historic Landmark.

**Item Budget Commentary: (Account #; Balance; Cost of contract)**

The amount of \$250 has been budgeted for this item for a bronze plaque and is also the current amount requested.

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):**

The alternative is to not accept the recommendations of the Historic Preservation Commission and not designate the property as a Historic Landmark. This would save the Village \$250 but would not protect the historic character of the building in the future.

**Proposed Recommended Action:**

Move to adopt the ordinance designating 700 S. Lombard Avenue as an Oak Park Historic Landmark.

Ordinance designating Oak Park Historic Landmark.

**ORDINANCE AUTHORIZING AMENDMENT OF SECTION 7-9-8F  
OF THE VILLAGE CODE RELATING TO HISTORIC LANDMARKS**

**BE IT ORDAINED** by the President and Board of Trustees of the Village of Oak Park, County of Cook, State of Illinois, in accordance with the Home Rule Powers granted to it under Article VII, Section 6 of the Constitution of the State of Illinois (1970), as amended, as follows:

**SECTION 1:** That the Village Board approves and adopts the findings and recommendations of the Historic Preservation Commission set forth in its Resolution attached hereto as Exhibit A.

**SECTION 2:** That Section 7-9-8F of the Village Code entitled "Designation of Historic Landmarks and Interior Historic Landmarks" is hereby amended to read as follows:

**7-9-8: DESIGNATION OF HISTORIC LANDMARKS AND INTERIOR HISTORIC  
LANDMARKS:**

F. The following properties and/or improvements have been designated as Oak Park Historic Landmarks (including Interior Landmarks) pursuant to this Article:

1. Frank Lloyd Wright Home & Studio  
428 Forest and 951 Chicago Avenue  
Interior, Exterior and Improvements
2. John Farson Home  
217 Home Avenue  
Exterior, Walk and Fence
3. Pilgrim Congregational Church  
460 Lake Street  
Exterior
4. Unity Temple  
875 Lake Street  
Interior and Exterior
5. Ernest Hemingway Birthplace Home  
339 N. Oak Park Avenue  
Interior and Exterior

17. The Albert and Kittie Ernst House  
1023 Wenonah Avenue  
Exterior
18. Oak Park Conservatory  
615 Garfield Street  
Exterior – Original Structure
19. Park Grove and Park View Manor  
173-181 N. Grove Avenue  
Exterior
20. Bishop Quarter School Addition  
605 Lake Street  
Exterior
21. C. A. Sharpe House (Cheney Mansion)  
220 N. Euclid Avenue  
Exterior – House, Greenhouse, Coach House, Fence
22. Andreas Brisch House  
701 S. East Avenue  
Exterior
23. Harold C. Lewis House  
950 Columbian Avenue  
Exterior
24. George and James Tough House  
1045 Wesley Avenue  
Exterior – House and Garage
25. Poley Building  
408-410 S. Austin Blvd.  
Exterior
26. Margaret Morse House  
1036 Fair Oaks Avenue  
Exterior
27. Albert Schneider House  
553 N. Marion Street  
Exterior
28. Dorothy Manor Apartments  
424-426 S. Austin Blvd.  
Exterior
29. Maze Branch Library  
845 Gunderson Avenue  
Exterior, Interior (Main Floor, Foyer)

42. Charles S. Castle House  
647 Linden Avenue  
Exterior – House and Garage
43. Joseph D. Everett House  
228 Forest Avenue  
Exterior
44. Chester Flitcraft House  
845 Chicago Avenue  
Exterior
45. Paul Blatchford House No. 1  
250 Forest Avenue  
Exterior
46. William A. Douglass House  
317 N. Kenilworth Avenue  
Exterior, Coach House
47. Nineteenth Century Club  
178 Forest Avenue  
Exterior
48. Rutherford-Dodge House  
308 N. Oak Park Avenue  
Exterior
49. Vernon W. Skiff House  
633 N. East Avenue  
Exterior, Coach House, Fence
50. Charles E. Matthews House  
432 N. Kenilworth Avenue  
Exterior, Garage
51. Harlem Office Building  
1515 N. Harlem Avenue  
Exterior
52. John D. Caldwell House  
130 S. East Avenue  
Exterior
53. Charles W. Helder House  
629 Fair Oaks Avenue  
Exterior, Garage
54. **Freeman Landon House**  
**700 S. Lombard Avenue**  
**Exterior, Garage**

F

VILLAGE OF OAK PARK  
AGENDA ITEM COMMENTARY

Item Title: Motion to Accept Historic Preservation Commission Resolution and Findings of Fact with Regard to the Nomination of 217 South Humphrey Avenue and direct staff to prepare an ordinance designating it as an Oak Park Historic Landmark.

Resolution or Ordinance No. \_\_\_\_\_

Date of Board Action: September 19, 2011

Staff Review: Douglas Kaau

Department Director Name: [Signature]

Village Manager's Office: [Signature]

Citizen Advisory Board or Commission Issue Processing (Dates of Related Commission Meetings):

The Historic Preservation Ordinance, adopted by the Village Board in 1994, enables the Historic Preservation Commission to recommend, and the Village Board to adopt by Ordinance, local landmarks within the Village. The property must meet one or more of 8 criteria for designation as listed in the ordinance. The ordinance calls for the Commission to hold a public hearing and then forward a recommendation in the form of a Resolution to the Village Board. Upon receipt of the Resolution and nomination report, the Village Board has 30 days in which to designate or reject the nomination by simple majority. Upon approval, the Board shall enact an ordinance designating the landmark.

- A. Nomination for Landmark status submitted: August 5, 2011
- B. HPC preliminary determination of eligibility: August 11, 2011
- C. HPC public hearing; approved Resolution and Findings of Fact: September 8, 2011

Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):

On August 5, 2011 the Historic Preservation Commission received a completed Oak Park Historic Landmark nomination form for the property at 217 S. Humphrey Avenue. The Historic Preservation Commission conducted a preliminary determination of eligibility on August 11, 2011 which determined that the property met three of the criteria for designation contained in the Historic Preservation Ordinance.

The Historic Preservation Commission conducted the required Public Hearing on September 8, 2011. Legal Notice of the Public Hearing was published in the August 24, 2011 Wednesday Journal and hearing notices were mailed to Village property owners within 250 feet of the site.

The Historic Preservation Commission approved the nomination as the Findings of Fact and recommended approval of the property as an Oak Park Historic Landmark by the attached Resolution on September 8, 2011 as is mandated in the Historic Preservation Ordinance.

The property at 217 S. Humphrey Avenue is known as the *George and Mary Sheppard House*. The two story frame American Foursquare house was constructed in 1904 by F. A. Hill & Company. The property is significant for its architecture, for its association with F. A. Hill & Company and the Sheppard family, who owned the property for 33 years. The property meets the following criteria under section 7-9-5 of the Historic Preservation Ordinance "Criteria for Designation of Historic Landmarks and Interior Historic Landmarks":

1. Significance as an example of the architectural, cultural, economic, historic or social development or heritage of the Village of Oak Park, the State or the United States.
3. Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage of the Village of Oak Park.
5. Embodiment of those distinguishing characteristics of a significant architectural style.

**Staff Commentary (If applicable or different than Commission):**

Village staff recommends acceptance of the Historic Preservation Commission findings and recommendations by Resolution. Staff will then prepare the necessary ordinance designating 217 S. Humphrey Avenue as a Historic Landmark for adoption at the next available Village Board meeting.

**Item Budget Commentary: (Account #; Balance; Cost of contract)**

The amount of \$250 has been budgeted for this item for a bronze plaque and is also the current amount requested.

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):**

The alternative is to not accept the recommendations of the Historic Preservation Commission and not designate the property as a Historic Landmark. This would save the Village \$250 but would not protect the historic character of the building in the future.

**Proposed Recommended Action:**

Move to accept the Historic Preservation Commission Findings and Recommendations by Resolution to approve 217 S. Humphrey Avenue as an Oak Park Historic Landmark and direct staff to prepare the necessary ordinance.

Resolution for 217 S. Humphrey recommended by the Historic Preservation Commission, dated September 8, 2011  
Minutes from the August 11, 2011 HPC meeting (preliminary determination of eligibility)  
Minutes from the September 8, 2011 HPC meeting (public hearing)  
Oak Park Historic Landmark Nomination Form and Report for 217 S. Humphrey Avenue

# RESOLUTION

## Village of Oak Park Historic Preservation Commission

WHEREAS, the Commission Staff on behalf of the property owner (hereinafter referred to as "applicant") filed a Nomination for Landmark Status on August 5, 2011 for the **George and Mary Sheppard House** with the Historic Preservation Commission, (hereinafter referred to as "Commission") the property being located at **217 S. Humphrey Avenue**, Oak Park, Illinois; and

WHEREAS, Christina Morris, Chair of the Historic Preservation Commission scheduled the nomination for preliminary review at the regularly scheduled Historic Preservation Commission meeting of August 11, 2011; and

WHEREAS, at that regularly scheduled meeting the Historic Preservation Commission, it was unanimously determined that there was a likelihood that the nominated property would meet one or more of the criteria for designation contained in the Historic Preservation Ordinance; and

WHEREAS, Christina Morris, Chair of the Historic Preservation Commission, set Thursday evening, September 8, 2011 at 7:30 p.m. as the date and time of a public hearing held at Oak Park Village Hall, 123 Madison Street, to take testimony on the question as to whether the **George and Mary Sheppard House** should be recommended for Nomination as an Oak Park Landmark; and

WHEREAS, notice of the time and place of said public hearing was duly published on August 24, 2011 in the Wednesday Journal, a newspaper of general circulation in the Village of Oak Park, and letters were also mailed to property owners within 250 feet of the subject property, advising them of the application and the public hearing to be held thereon; and

WHEREAS, on September 8, 2011 this Commission did have a quorum of members present; and

WHEREAS, this Commission having fully heard and considered the testimony of the applicant and others present at the hearing and materials submitted prior to and during the hearing, does hereby find the following:

1. That the property includes a two story frame house designed in 1904 in the American Foursquare style with Colonial Revival and Prairie influences, including the original wood windows, wood clapboard siding and front porch.
2. That the house was owned and lived in by George and Mary Sheppard for 33 years. George Sheppard was the founder and president of the Sheppard-Strassheim Company in Chicago, a prominent wholesale grocer. The McCaughey family later lived in the house for 67 years.



3. That the building was constructed by F. A. Hill & Company, a prominent real estate company which developed many homes in the Austin and Oak Park areas in the early 20<sup>th</sup> century.
4. That the evidence presented showed that the property meets the following criteria under section 7-9-5 of the Historic Preservation Ordinance "Criteria for Designation of Historic Landmarks and Interior Historic Landmarks":
  - (1) *Significance as an example of the architectural development or heritage of the Village of Oak Park.*
  - (3) *Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage, or other aspect, of the Village of Oak Park.*
  - (5) *Embodiment of those distinguishing characteristics of a significant architectural style.*

Now, therefore, be it and it is hereby resolved that this Historic Preservation Commission, acting under and by virtue of the authority conferred upon it by the Ordinance of the Village of Oak Park, does hereby recommend to the President and Board of Trustees of the Village of Oak Park that the property located at **217 S. Humphrey Avenue** and known as the **George and Mary Sheppard House** be designated an Oak Park Historic Landmark under the provisions of the Oak Park Historic Preservation Ordinance.

Thursday, September 8, 2011.

**Oak Park Historic Preservation Commission**  
**August 11, 2011 Meeting Minutes**  
**Oak Park Village Hall, Council Chambers – 7:30 pm**

**ROLL CALL**

**PRESENT:** Vice Chair Gary Palese, Joerg Albrecht, Garret Eakin, Rosanne McGrath, Regina Nally, Michael Plummer  
**ABSENT:** Chair Christina Morris, Frank Heitzman, Bob Lempera, Drew Niermann, Tony Quinn  
**STAFF:** Douglas Kaarre, Urban Planner

**REGULAR AGENDA**

- B. Historic Landmark: Preliminary Determination of Eligibility for 217 S. Humphrey Avenue**  
The property owner was not present.

Planner Kaarre provided an overview of the application. The owner inquired about designation and his signature is on file. The house was constructed by prolific local developers F. A. Hill & Company in 1904 and purchased by George Sheppard, who lived there until 1926. The house is an American Foursquare with Colonial Revival and Prairie elements.

Commissioner Nally noted that the house is well-preserved and has significance in regard to the development of local subdivisions by F. A. Hill & Company. The house is prominent and important due to its size and stature on the block. It clearly meets the criteria.

Commissioner Albrecht stated that the rear addition and garage is well-designed and interesting how it was integrated.

Vice Chair Palese stated that it is a grand example of an American Foursquare.

*Motion by Albrecht to approve the Preliminary Determination of Eligibility for Historic Landmark designation for 217 S. Humphrey Avenue under criteria 1, 3 and 5 as submitted . Second by Plummer. Motion approved 6-0.*

**Oak Park Historic Preservation Commission  
September 8, 2011 Meeting Minutes  
Oak Park Village Hall, Council Chambers – 7:30 pm**

**ROLL CALL**

**PRESENT:** Chair Christina Morris, Gary Palese, Joerg Albrecht, Frank Heitzman, Drew Niermann, Tony Quinn  
**ABSENT:** Garret Eakin, Bob Lempera, Rosanne McGrath, Regina Nally  
**STAFF:** Douglas Kaarre, Urban Planner

**REGULAR AGENDA**

**A. Historic Landmark: Public Hearing for 217 S. Humphrey Avenue**

Chair Morris opened the public hearing and noted that owner consent was on file. The property owner Russell McCaughey is not present but has met with staff, submitted a letter of support and signed the nomination form.

The George and Mary Sheppard House was constructed in 1904 in the American Foursquare style with Prairie and Colonial Revival influences and was constructed by F. A. Hill & Company. It has been nominated under the following criteria:

- (1) Significance as an example of the architectural, cultural, economic, historic or social development or heritage of the Village of Oak Park, the State, or the United States;
- (3) Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage of the Village of Oak Park.
- (5) Embodiment of those distinguishing characteristics of significant architectural style.

Tom Steele, 221 S. Humphrey Avenue, stated that he had a few questions he would like answered. There is a neighborhood rumor that a renter in the house nominated it not the owner, and that the house is owned by a Trust to benefit Catholic Charities.

- a) What are the criteria for designation?
- b) What, if any, restrictions would be placed on any future owners? He knows the owner well and has lived next door for 20 years. The house requires major upgrades to the infrastructure at some point.
- c) Who decides the status of the landmark designation?
- d) Are there any restrictions to surrounding property owners?

Planner Kaarre stated that he has spoken with the owner and his tenant several times, as well as met with them several times, and the owner has always indicated his support. He also wrote a letter supporting the nomination and signed the nomination form. He stated to be the owner, and he does not know anything about a Trust.

Chair Morris stated that the criteria for designation are listed in the preservation ordinance and that this property was deemed to meet three of them. She read those three criteria. They have Guidelines which highlight what types of changes can be made to the exterior visible from the street. They do not have purview over any interior work, so infrastructure upgrades are permissible. Also, the designation does not impact neighboring properties or add additional reviews for neighboring properties.

Commissioner Heitzman reviewed the Commission guidelines regarding siding and windows and the Commission's recommendations for landmark properties in general.

Chair Morris stated that any future improvements could possibly take advantage of the Property Tax Assessment Freeze program.

Susan Gilchrist, 808 S. Humphrey Avenue, stated that she is the great-granddaughter of George and Mary Sheppard and she brought with her to the meeting three generations of the Sheppard family, including her father and her two daughters. They support the nomination. She also knows the property owner well.

There was no testimony in opposition to the landmark nomination or further comments by the Commission.

*Motion by Albrecht to accept the landmark nomination report for 217 S. Humphrey Avenue as the findings of fact. Second by Palese. Motion approved 6-0.*

*Motion by Heitzman to forward the findings of fact and resolution to the Village Board of Trustees recommending approval of 217 S. Humphrey Avenue as a Historic Landmark. Second by Niermann. Motion approved 6-0.*

*Motion by Heitzman to close the public hearing. Second by Niermann. Motion approved 6-0.*



123 MADISON STREET, OAK PARK, ILLINOIS 60302

## HISTORIC LANDMARK NOMINATION REPORT



**George and Mary Sheppard House**  
217 South Humphrey Avenue

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Preliminary Determination of Eligibility approved by the  
Oak Park Historic Preservation Commission on August 11, 2011

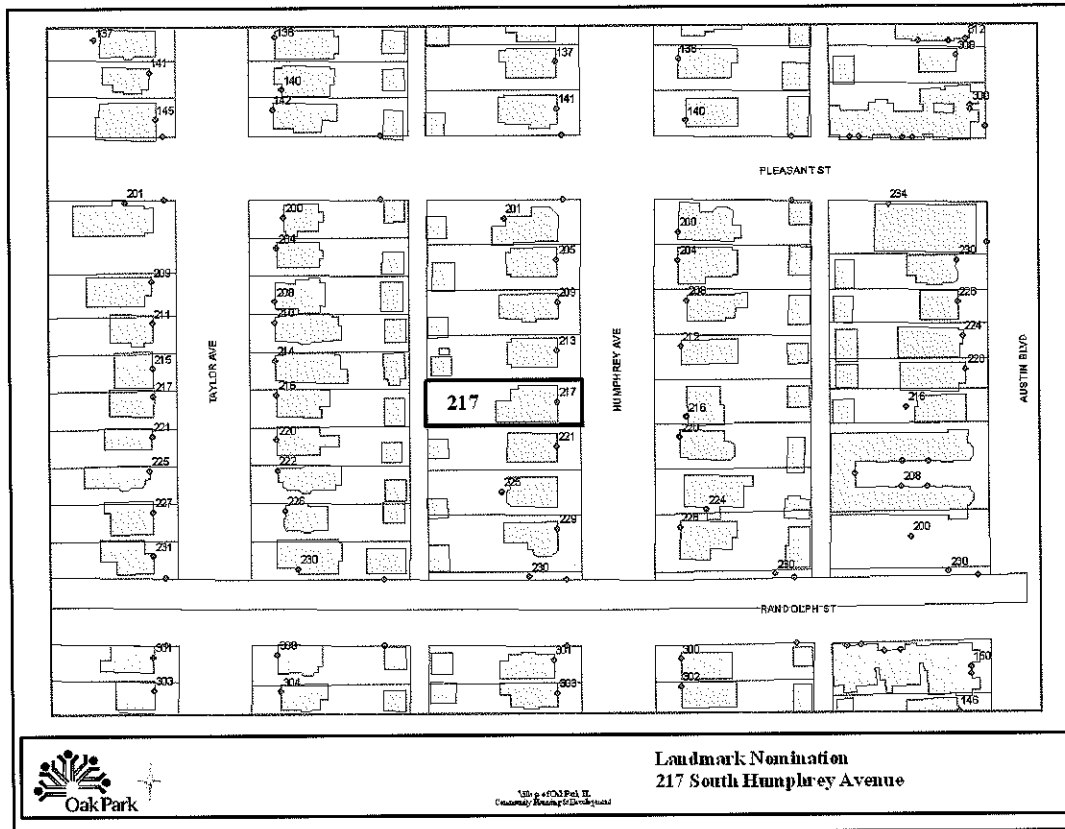
Designated by Village Ordinance on

# George and Mary Sheppard House

## 217 South Humphrey Avenue

Built: 1904  
 Architect: Unknown  
 Contractor: F. A. Hill & Company

The Sheppard-Hill House was built in 1904 by developer F. A. Hill Company. The building is located on the west side of the street mid-block between Pleasant and Randolph Streets. The two story house is rectangular in plan and faces east. The house is clad with narrow wood clapboard siding, rusticated limestone foundation and wide board banding at house and front porch eaves. There is a central front door with sidelights flanked by massive one-story bay windows. A central bay window on the second floor is flanked by large one-over-one double-hung windows. There is a central hipped dormer above the bay with paired double-hung windows. The hipped roof is clad with asphalt shingles and includes flared eaves with deep overhanging eaves and wood bead-board soffits.



The north side façade is comprised of asymmetrically placed double-hung windows on the first and second floors and a curved bay window with a band of four casement windows and a wide eave, which was added later based on historic photographs. A large two-story bay comprises the west half of the south façade directly behind a tall angled brick chimney with limestone cap. The rear façade includes a small one-story partial width porch, a hipped dormer on the roof, and a large sun porch over a below-grade garage, which was likely

added around 1924 based on family history (the building permit does not note the year, but the addition was shown on the 1930 Sanborn map).

The defining horizontal element on the house is the broad, full-length front porch with hipped roof, wide overhanging eaves, and wood baluster and railings set between round Doric columns spaced symmetrically at the corners and flanking the central stair.



South and East Elevations

(Source above and below: Village of Oak Park)



East and North Elevations



East Elevation

(Source above and below: Village of Oak Park)



West Elevation

## History of the George and Mary Sheppard House

The George and Mary Sheppard House is an excellent example of an American Foursquare house, influenced by the Prairie and Colonial Revival styles of architecture. It was constructed in 1904 by developer Frederick A. Hill & Company and purchased by George and Mary Sheppard while under construction. George Sheppard was a successful wholesale

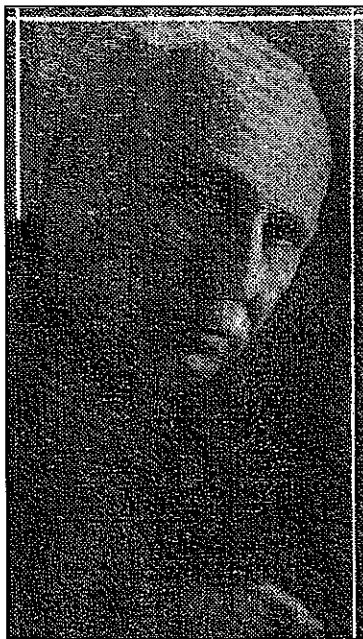


grocer in Chicago and president of the Sheppard-Strassheim Company. The Sheppards owned and lived in the house for 34 years. The house has only had three property owners in 107 years. The house is virtually unchanged from its original condition other than a new roof. The exterior retains its original siding, front porch, chimney and windows.

## Frederick A. Hill & Company

Frederick A. Hill, Sr. was born in Chicago in 1862 and lived in the Austin neighborhood of Chicago until later in life when he moved to 329 N. East Avenue in Oak Park. Hill was the founder and president of F. A. Hill & Co., a successful real estate company which developed many homes in the Austin and Oak Park areas, including subdivisions on the 100-400 blocks of S. Humphrey Avenue and the 200 block of S. Cuyler Avenue in the early 20<sup>th</sup> century.

In his youth, Hill worked for Armour & Company, the meat packing house, and worked under the person supervision of P. D. Armour. He later became a member of the Board of Trade, but sold his seat in the grain market after a few years. He then opened his real estate business with offices in Austin. He also was active in the stock and bond business in Chicago, and beginning in 1931 was the chairman of the Board of the Bond Holders' committee for the Ritchie Bond & Mortgage Company.<sup>1</sup>



F. A. Hill  
(Oak Leaves, 1933)

**Real Estate Service**  
FOR THE DISCRIMINATING

A Complete Organization for Sales, Property  
Management, Loans and Insurance

**F.A. HILL & CO.**

OAK PARK OFFICE:  
1107-1109 South Boul.  
Phone Oak Park 5102

CHICAGO OFFICE:  
5636-5638 W. Lake St.  
Phones Austin 0131, Oak Park 133

(Oak Park Directory, 1923)


Hill and his wife Marie had two children, F. A. Hill, Junior and Grace Hill (Corning). Hill worked in the real estate business in Chicago and the suburbs for more than fifty years, and was active in developing the west side districts of Chicago.<sup>2</sup> He was considered the first in

<sup>1</sup> "Death of F.A. Hill, Leader for 40 Years," Oak Leaves, October 26, 1933.

<sup>2</sup> "Funeral Today for F. A. Hill Sr., Realty Veteran" Chicago Daily Tribune, October 26, 1933, p. 16.

the area to build homes and sell them on easy payments. F. A. Hill died in 1933 at his home at the age of 72.<sup>3</sup> Mr. Hill was credited in 1897 with being one of the earliest home builders in the area:

*Much of the credit of building up and beautifying Austin and Oak Park is due to the energetic efforts of Mr. F. A. Hill, who, during the past five years, has built upward of 150 houses in the two towns and has put in several miles of streets and stone walks on his five subdivisions.<sup>4</sup>*



Why not be your own landlord, instead of paying rent?

You can

Buy a Home in Austin or Oak Park, same as those in cut on

...Terms  
Same as Rent...

\*\*\*\*

GROUP OF F. A. HILL'S HOUSES

New, Modern, Convenient Houses--Eight and Nine Rooms--Large Deep Lots--Wide Improved Streets--Fine Neighborhood. Choice of Six now built or will build to suit. Get my Prices and Terms before buying. \_\_\_\_\_

**F. A. HILL,**  
115 MONROE ST., CHICAGO

(Halley's Pictorial, 1898)

Frederick Hill, Jr. was born in the Austin neighborhood of Chicago on May 1, 1888 where he was raised. Hill was a prominent businessman in Oak Park, and was president and treasurer of the Hill Motor Sales Company (located at 644 Madison Street), a successful Packard dealership. He worked with his father in the real estate business was also the president and treasurer of F. A. Hill & Co. real estate company by 1930 following his father's retirement. Hill died in 1946 following a long illness. He lived at 514 Linden with his wife Helen Flack Hill and had three sons - Frederick A. Hill, III, John Flack Hill and David Eugene Hill.<sup>5</sup>

<sup>3</sup> "Death of F. A. Hill, Leader for 40 Years," *Oak Leaves*, October 26, 1933.

<sup>4</sup> Edward Pritchard, *Illinois of Today and Its Progressive Cities*, 1897, p. 133.

<sup>5</sup> "Obituaries: Frederick A. Hill, Jr.," *Chicago Daily Tribune*, May 16, 1946, p. 18.



and less prominent than the Sheppard House – though no less attractive, but contribute to the overall character of the *Ridgeland-Oak Park Historic District* in which they are located. Many have the common characteristics of the vernacular Prairie elements or Queen Anne characteristics; few show the Colonial Revival details such as the prominent round porch columns found on the Sheppard House.



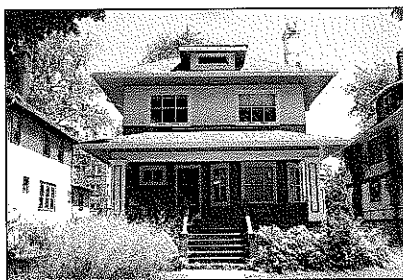
201 S. Humphrey, 1908



205 S. Humphrey, 1904



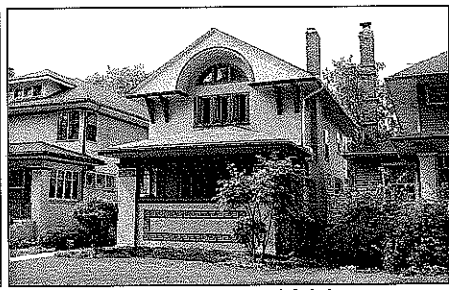
220 S. Humphrey, 1904



306 S. Humphrey, 1903



417 S. Humphrey, 1904



239 S. Cuyler, 1914



The house at 217 S. Humphrey (left) is significantly larger than its neighbors to the north and south also constructed by F. A. Hill (213 S. Humphrey, 1904, above right).  
(Source all photos on this page: Village of Oak Park)

## George W. and Mary Louise Sheppard

George Walter Sheppard was born in Chicago on September 1, 1872, the eldest child of George J. and Deborah F. (Webb) Sheppard. Both parents had immigrated to Chicago by the 1860s from Canada. George J. Sheppard was born to English parents in Toronto in 1842. By the outbreak of the Civil War, George J. had immigrated to Chicago where he enlisted in the Union Army as a private. By 1870 George J. and his partner Frank H. Cousens operated Sheppard and Cousens, specializing in butter, cheese and eggs. The store and family residence were located at 252 State Street. George, age 28, had recently wed Deborah Webb, age 31, around 1869-1872 and the couple would have five sons: George Walter (b. 9-1-1872), followed by Charles E. (b. 5-23-1875), Thomas M. (b. 7-7-1877), Harry Graham (b. 9-2-1880) and Frank Wilbur (b. 4-6-1885). Deborah F. Webb was born on June 16, 1839 of Irish parents in either Ireland or Canada. The family appears to have immigrated around the time of the Irish potato famine. Deborah would have been considered an older mother at this time; she was 33 when her first son George W. was born, and 46 at the time her youngest son Frank was born.<sup>6</sup>

By 1880 the family resided at 21 Artesian Street in Chicago (now the 200 block) while George J. work at 91 S. Water Street as a salesman. Deboarah's 19 year-old sister Frances E. Webb also joined the household and worked as a milliner. George W. was eight years old at this time, and he attended Chicago public schools until he was 14. In 1886 he was working as an errand boy in the grocery establishment of Charles H. Slack. He later worked for Sprague, Warren Company and the J. B. Interrieden Company.<sup>7</sup> By 1890 George J., Deborah and the five boys aged 5-18 lived at 579 Warren Avenue (now 2554 W. Warren) on the city's west side. George W. was employed as a city buyer at 65 S. Water Street and later that year became a clerk/secretary in the Louis W. Stayart Company, a wholesale grocers at 155 W. Randolph Street in Chicago.<sup>8</sup>

In 1892 the family moved to 774 W. Adams (now 2041 W. Adams) and father George J. was a grocer salesman at 95 S. Water Street. Son George W. had become a bookkeeper with the Stayart Co., who had moved to 174 W. Randolph. In 1893 the Sheppards again relocated to 382 Warren (now 2207 W. Warren).<sup>9</sup>

In 1894 Deborah and George J. Sheppard separated and remained so until his death on January 24, 1900. Prior to her husband's death, Deborah lost her fourth son Harry to pneumonia in 1899. She tellingly lists her retirement as beginning in 1900. Following his separation with Deborah, George J. appeared boarded at various locations and worked as a salesman. From 1897 until his death of pneumonia, George J. seems to have disappeared. No home or business addresses were listed in Chicago directories, yet his wife and children remained in the same East Garfield Park neighborhood where they had resided for years. He was buried three months after his death at Forest Home Cemetery, near his son Harry.<sup>10</sup>

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<sup>6</sup> Sheppard family history prepared by Susan Gilchrist and Colleen Hintz, Oak Park, IL, 1999-2011.

<sup>7</sup> Albert Nelson Marquis, Editor. The Book of Chicagoans, 1917, p. 618.

<sup>8</sup> Sheppard family history prepared by Susan Gilchrist and Colleen Hintz, Oak Park, IL, 1999-2011.

<sup>9</sup> Sheppard family history.

<sup>10</sup> Sheppard family history.

George W. married Mary Louise Kenyon of Chicago on July 15, 1895. The young couple lived with his mother and younger brothers at 965 W. Monroe (now 2342 W. Monroe).



George W. Sheppard, age 23, ca. 1893



Mary Louise (Kenyon) Sheppard, age 20, ca. 1895

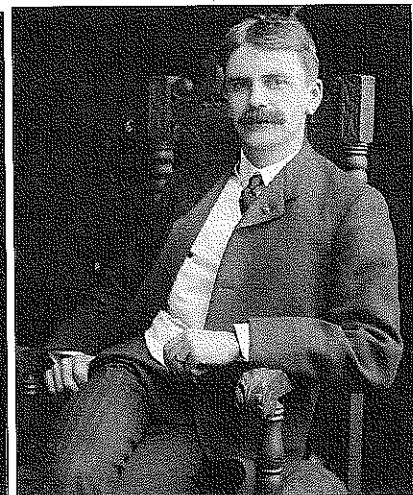
In 1895 Daniel Strassheim began working at the Louis Stayart Company. Over the next 12 years George W. and Daniel Strassheim worked together at Stayart in various positions; George as bookkeeper, secretary and treasurer, Daniel as salesman and clerk.<sup>11</sup> On January 1, 1907, the two men took over the company and formed the Sheppard-Strassheim Company, wholesale grocers, with Sheppard serving as president. In 1909 the company moved to 670 W. Randolph at the corner of Union Street, a prominent wholesale and warehouse district.<sup>12</sup>



George W. Sheppard, ca. 1907



George W. Sheppard, 1919



Daniel Strassheim, c. 1919

<sup>11</sup> Sheppard family history prepared by Susan Gilchrist and Colleen Hintz, Oak Park, IL, 1999-2011.

<sup>12</sup> Albert Nelson Marquis, Editor. The Book of Chicagoans, 1917, p. 618.

George W. Sheppard became prominent in the grocery field, serving on the Board of Directors of the Merchant's Exchange of Chicago in 1910<sup>13</sup> and as president of the Chicago Randolph Market Association in 1913.<sup>14</sup> It was during this successful period in his career when Sheppard moved his young family to the prominent suburb of Oak Park. They rented a house at 310 S. Humphrey Avenue beginning in 1900, and lived there until they purchased their first new home at 217 S. Humphrey Avenue in 1904, which was still under construction by the F. A. Hill & Company when Sheppard purchased the home. It is mentioned in the family history that Mary Sheppard specifically wanted a bathroom on the main staircase landing, so this was constructed in the home.<sup>15</sup>

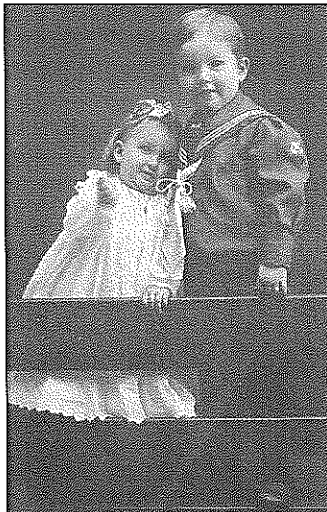


217 S. Humphrey, ca. 1906



217 S. Humphrey, undated

At the time of the purchase of their new home, George and Mary had a growing young family. Arthur Kenyon Sheppard was born on December 15, 1900 at the house at 310 S. Humphrey. Their second child Grace Adelaide was born on April 7, 1903. The family moved into the house at 217 S. Humphrey in 1905 and their third child Edith May was born there on April 19, 1906.<sup>16</sup>



Arthur and Grace, 1905



Arthur, Mary and Grace, ca. 1908



Edith Sheppard, December 1908

<sup>13</sup> "Corbin to Head Exchange," *Chicago Daily Tribune*, June 30, 1910, p. 18.

<sup>14</sup> "Delano Demands Less Haste for Terminal Action," *Chicago Daily Tribune*, December 15, 1913, p. 13.

<sup>15</sup> Sheppard family history prepared by Susan Gilchrist and Colleen Hintz, Oak Park, IL, 1999-2011.

<sup>16</sup> Sheppard family history.

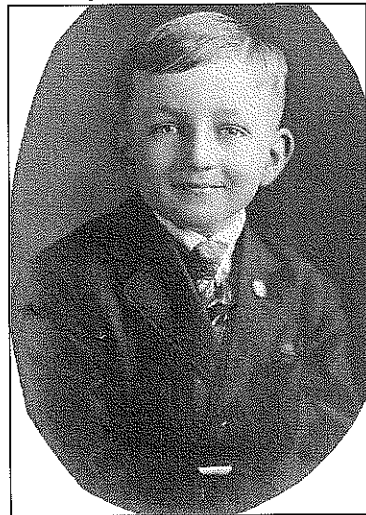
By 1908 George's mother Deborah and brother Frank were living with the family on Humphrey. Edith Sheppard died of Erysipelas at the age of two, a disease she had unwittingly been exposed to at her grandfather's deathbed nine days earlier. She was buried at Forest Home Cemetery. Youngest son William Edwin was born at 217 S. Humphrey on August 14, 1911. All of the children attended Hawthorne School (now the site of Percy Julian Middle School) and spent at least part of their high school years at Oak Park & River Forest High School. After one year at OPRF Arthur attended St. John's Northwestern Military Academy in Delafield, Wisconsin, though he did not graduate. Grace attended OPRF for three years prior to eloping with a young man at age 17. Her father retrieved her, had the marriage annulled and sent her to a boarding school to finish her education, possibly in Virginia. William attended the Culver Military Academy in Culver, Indiana beginning in 1927. In 1931 he attended the Wharton School of Finance and Commerce at the University of Pennsylvania, but left after one year.<sup>17</sup> Deborah Sheppard passed away in 1912.



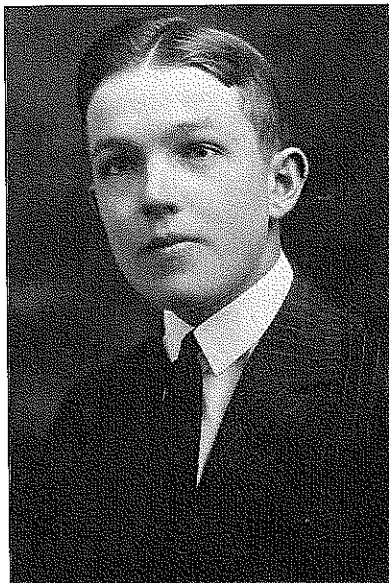
Arthur, Grace and Williams, ca. 1912



Mary Sheppard with baby William, Arthur & Grace on the front steps of 217 S. Humphrey ca. 1912



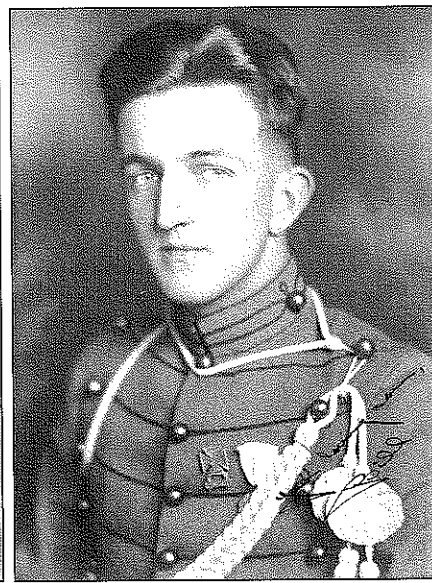
William Sheppard, ca. 1915



Arthur Sheppard, ca. 1914



Grace Sheppard, ca. 1920



William Sheppard, 1931

<sup>17</sup> Sheppard family history prepared by Susan Gilchrist and Colleen Hintz, Oak Park, IL, 1999-2011.



Sheppard and business partner Daniel Strassheim were one of 38 wholesale grocers arrested in government raids in 1919. They were accused in food profiteering and conspiracy to charge excessive prices for granulated sugar, a federal offense. The case was developed by the Cost of Living Bureau, established under the command of special agent Mills Kitchin. Dealers were taken in the raids and held for hearing under \$5,000 bonds.<sup>18</sup> Neither Sheppard or Strassheim were indicted or convicted.

The firm of Sheppard-Strassheim Company became one of the largest wholesale grocery brokerage firms in Chicago until 1926, when the company went bankrupt. During the economic flush of the 1920s, speculation in markets of all kinds was rampant. George and "Black Dan" Strassheim speculated in the sugar market and lost everything. This was referred to as the Sugar Crash of 1926. Sugar futures changed hands as the product made its way northward from South America via New Orleans. Speculators gambled that sugar prices would continue to escalate as the repeal of Prohibition loomed on the horizon; sugar was an essential component in alcohol production.<sup>19</sup>



Mary Sheppard, Dan Strassheim, Meta Strassheim and George Sheppard  
Children Arthur and Grace Sheppard in front, ca. 1907

Following the loss of their business, Daniel Strassheim formed his own wholesale grocery business working with canners.<sup>20</sup> Daniel continued working in his food brokerage firm of D. Strassheim Company, located in Evanston, until his death in 1958 at age 82.<sup>21</sup> His son Daniel Strassheim, Jr. led the firm beginning in 1926 at age 20, until his retirement in 1983.<sup>22</sup>

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<sup>18</sup> "Arrest 38 in War on Sugar Profiteering," *Chicago Daily Tribune*, November 22, 1919, p. 6.

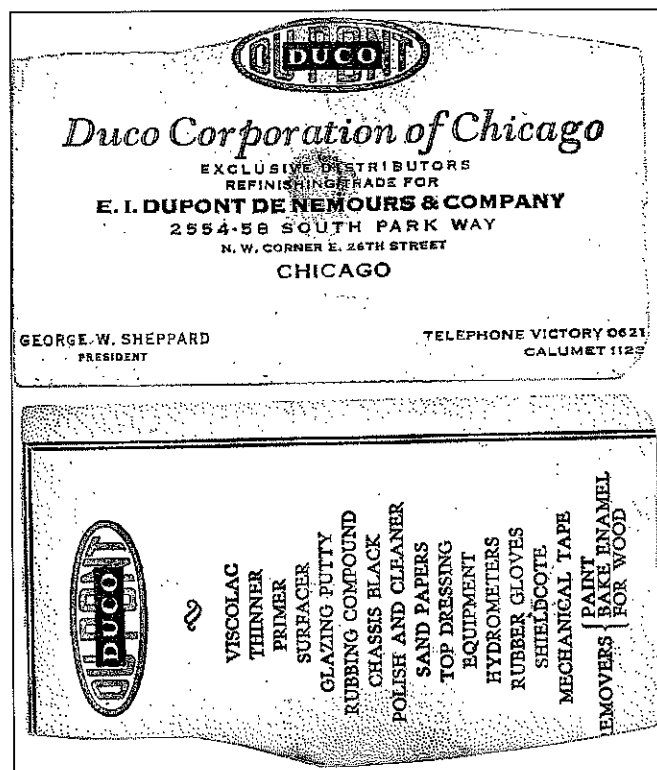
<sup>19</sup> Sheppard family history prepared by Susan Gilchrist and Colleen Hintz, Oak Park, IL, 1999-2011.

<sup>20</sup> Sheppard family history.

<sup>21</sup> "Obituaries: Daniel Strassheim," *Chicago Daily Tribune*, November 17, 1958, p. B8.

<sup>22</sup> "Obituaries: Daniel Strassheim, Jr.," *Chicago Tribune*, November 25, 1986, p. A11.

George Sheppard sold the house at 217 S. Humphrey in 1926 to help pay off debts, and the family moved to a new “modern” apartment at 203 Washington Boulevard.<sup>23</sup> He was soon after offered the position of President of the Duco Corporation, a division of DuPont which specialized in wood strippers, shellacs and varnishes.<sup>24</sup> The Duco Corporation once stood at the current location of McCormick Place, and the Sheppard-Strassheim Company building was demolished in the 1950s to make way for the I-90/I-94 Expressway.



Arthur Sheppard married fellow Oak Park Harriet Smale Jones on September 5, 1928<sup>25</sup> and the couple moved to the Boulevard Apartments at 111 S. Harvey Avenue. Arthur died of streptococcus infection and appendicitis on April 23, 1929 at the age of 29 and was buried at Forest Home Cemetery beside his sister Edith. Grace Sheppard married advertising man Harry “Bud” White on December 29, 1929. Their reception was at the Midwest Athletic Club, a posh private club facing Garfield Park, where George was a member.<sup>26</sup> George W. Sheppard died from lung cancer, at the age of 57, on June 5, 1929.<sup>27</sup>

Following the death of her husband, Mary Sheppard moved to the Oak Park Arms Hotel, and then to an apartment at 409 S. Humphrey Avenue. Grace and Harry White moved to Elmhurst following their marriage and gave birth to son William White on April 29, 1930. Although Mary had lost most of her money to poor management, bad advice and the Great Depression, she was able to buy back her house at 217 S. Humphrey in 1932. The house

<sup>23</sup> Chicago and Oak Park Directories, 1903-1930.

<sup>24</sup> Sheppard family history prepared by Susan Gilchrist and Colleen Hintz, Oak Park, IL, 1999-2011.

<sup>25</sup> “Marriage is Announced,” *Oak Leaves*, September 8, 1928.

<sup>26</sup> Sheppard family history prepared by Susan Gilchrist and Colleen Hintz, Oak Park, IL, 1999-2011.

<sup>27</sup> Death Certificate for George W. Sheppard, State of Illinois, June 5, 1929.

had been purchased in 1926 by Frank and Mary Barrett, who lived in the house with their children Earl, Leonard and Nina.<sup>28</sup>

She was joined by her mother Emeline Kenyon Burdick. Grace divorced Harry White in 1935 and moved with her son William back in with her mother at 217 S. Humphrey. On July 6, 1935 William Sheppard married Selene Hansen of LaGrange. They spent their early years on the road, and would occasionally move back to the house at 217 S. Humphrey. Mary and her family helped make ends meet in the 1930s by taking in boarders. On May 29, 1943 Grace married Raymond Ketcham, and the couple moved to Elmhurst. After Mary Sheppard sold the house in 1944 she moved in with her daughter Grace and family. Son William Sheppard had divorced his wife Selene and after serving in the Army during World War II he and second wife Pat moved to San Antonio, Texas. After Raymond Ketcham died in 1955 Grace moved back to Oak Park and Mary was admitted to the Masonic Home in Sullivan, Illinois. Mary Louise Sheppard died on March 1, 1965 and was followed by the death of her daughter Grace on December 9, 1965 due to lung cancer. Mary was buried at Forest Home Cemetery and Grace beside her husband at Mount Emblem Cemetery in Elmhurst.<sup>29</sup>



Grace Sheppard White and son William, 1930



Mary Sheppard (seated), ca. 1950

In 1972 William and Pat Sheppard divorced, and he married his childhood sweetheart Dorothy Anderson Becker, then a widow. William died on November 28, 1977 at age 66<sup>30</sup> and Dorothy died in 1983. Upon their deaths both donated their bodies to the University of Texas Health Science Center in San Antonio.<sup>31</sup>

<sup>28</sup> Oak Park Directories: 1926-1933

<sup>29</sup> Sheppard family history prepared by Susan Gilchrist and Colleen Hintz, Oak Park, IL, 1999-2011.

<sup>30</sup> Certificate of Death, William E. Sheppard, November 28, 1977, Bexar County, Texas.

<sup>31</sup> Sheppard family history.

In 1944 Kathleen McCaughey purchased the house at 217 S. Humphrey Avenue from Mary Sheppard. The Sheppard family had lived in the house for 33 years between its construction in 1904 and when it was sold in 1944. Kathleen McCaughey was a widow when she bought the house, and lived in the house with her sisters. She passed away in 1983 leaving ownership of the house to her son Russell, who remains in residence today. The McCaughey family has lived in the house for 67 years.

## American Foursquare (Prairie /Colonial Revival Influence)

The Sheppard House is an excellent example of the influence of the Prairie Style on a vernacular architectural type called the American Foursquare. Characteristically, the Foursquare is a symmetrical two-story box with a hipped roof and, usually, a front dormer. Steps lead to the front entrance, which can be centered or off-center. A full-width porch is typical.<sup>32</sup> Four rooms of roughly equal size and a side staircase make up the interior of the archetypal Foursquare. They are commonly square in plan, which lends their naming Foursquare. However, some more prominent examples, such as the Sheppard House, are expanded to rectangular form, making the interior four rooms larger, often moving the staircase to the center, yet retaining the other basic elements of the type.

This type of home was very common in the early twentieth century, and was generally constructed in middle-class subdivisions. It was spread throughout the country by pattern books published in the Midwest.<sup>33</sup> In addition to F. A. Hill & Company, Seward Gunderson and Thomas Hulbert were two of Oak Park's most prolific builders. They bought large tracts of land on the undeveloped south side and constructed hundreds of homes, mostly Foursquares. Gunderson built wood clapboard or shingled homes with hipped or gabled roofs.<sup>34</sup> He offered forty-two models and fifteen floor plans, each with stained glass windows, an oak built-in sideboard, and bay windows for \$4,000 to \$12,000.<sup>35</sup> Hulbert offered clapboard homes with hipped roofs, painted in two or three colors. Customers could also choose built-ins and decorative windows. These developments allowed the middle class to purchase well-built, partially customized homes at affordable prices.

The Foursquare borrowed from other architectural styles for its secondary elements. Colonial Revival details, such as Doric or Ionic columns, are common and also closely related to the Queen Anne fee classic subtype.<sup>36</sup> The house also includes elements of the Colonial Revival style, including the symmetrical façade, prominent one and two-story bays, the large angled brick chimney on the south side of the house, large double-hung sash, and Doric porch columns.

Prairie style elements found on the Sheppard House include the broad, full-width front porch, hipped roofs with deep overhanging flared eaves, and horizontal frieze banding at porch and second floor eaves, all of which are evident in the Sheppard House.

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<sup>32</sup> Virginia and Lee McAlester, *A Field Guide to American Houses* (New York: Alfred A. Knopf, 1984), p. 440.

<sup>33</sup> McAlester, p. 440.

<sup>34</sup> Village of Oak Park, *Gunderson Historic District Nomination*, Oak Park: Village of Oak Park, 2003, p. 3.

<sup>35</sup> Jean Guarino, *Yesterday: A Historical View of Oak Park vol. 1. Prairie Days to World War I*, Oak Park: Oak Ridge Press, 2000, p. 54.

<sup>36</sup> McAlester, *A Field Guide to American Houses* (New York: Alfred A. Knopf, 1984), 326.

## Criteria for Designation

According to Section 7-9-6(B) of the Oak Park Historic Preservation Ordinance, the Historic Preservation Commission must make a preliminary determination of eligibility after receiving a nomination. A determination of preliminary eligibility must be based upon a finding that there is a likelihood that a nominated historic landmark will meet one or more of the "Criteria for Designation" set forth in Section 7-9-5 of this Article.

The George W. Sheppard House at 217 South Humphrey Avenue was nominated under the following criteria:

- (1) Significance as an example of the architectural development or heritage of the Village of Oak Park;
- (3) Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage of the Village of Oak Park, the State, or the United States;
- (5) Embodiment of those distinguishing characteristics of a significant architectural style;

In addition, the property is at least 50 years old and has sufficient integrity of location, design, materials and workmanship to make it worthy of preservation or restoration.

## Bibliographical References

### Primary and unpublished sources

Sheppard family history prepared by Susan (Ketcham) Gilchrist and Colleen (Gilchrist) Hintz, Oak Park, Illinois, 1999-2011.

Village of Oak Park building permit no. 251, dated 9 March 1904 for 217 S. Humphrey. Owner: F. A. Hill, Contractor: F. A. Hill. Two-story frame residence valued at \$3,000.

Village of Oak Park building permit no. 7043, dated 24 July (no year listed) for 217 S. Humphrey. Owner: George Sheppard, Contractor: H. Goddart. Garage and sun parlor valued at \$1,400.

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"Obituaries: Mrs. Marie B. Hill." Chicago Daily Tribune, June 25, 1942, p. 14.

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Rifkind, Carole. A Field Guide to American Architecture. New York: Penguin Books USA, 1980.

"This is My Birthday." Chicago Daily Tribune, September 1, 1909, p. 12.

Village of Oak Park, Gunderson Historic District Nomination, Oak Park: Village of Oak Park, 2003, p. 3.

Note: All photos in this document are the property of Susan Gilchrist unless otherwise noted.

**OAK PARK HISTORIC PRESERVATION COMMISSION**

Christina Morris, Chair  
Joerg Albrecht  
Garret Eakin  
Frank Heitzman

Bob Lempera  
Rosanne McGrath  
Regina Nally  
Drew Niermann

Gary Palese  
Michael Plummer  
Tony Quinn

The Commission is staffed by the Community Planning and Development Department,  
Village of Oak Park, 123 Madison Street, Oak Park, Illinois 60302

Nomination Report prepared by:

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**VILLAGE OF OAK PARK**  
**AGENDA ITEM COMMENTARY**


**Item Title: Item Title: Motion Authorizing the Release of the 2012 Draft Action Plan of CDCAC Award Recommendations for a 30-Day Public Comment Period**

Resolution or Ordinance No. \_\_\_\_\_

Date of Board Action: **September 19, 2011**

Staff Review:

Department Director Name: \_\_\_\_\_

  
\_\_\_\_\_

Village Manager's Office: \_\_\_\_\_

**Citizen Advisory Board or Commission Issue Processing (Dates of Related Commission Meetings):** Community Development Citizen's Advisory Board -Community Development Block Grant (CDBG) and Emergency Shelter Grant (ESG) 2012 award allocation process. Dates of meetings: July 20<sup>th</sup>, July 28<sup>th</sup>, August 2<sup>nd</sup>, August 4<sup>th</sup>, August 9<sup>th</sup>, August 16<sup>th</sup>, and August 23<sup>rd</sup>, 2011.

**Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):** Each year the Village of Oak Park is eligible to receive federal funds from the Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) and Emergency Shelter Grant (ESG) programs. The Village is designated by HUD as an entitlement community, and is allocated an amount of federal funding annually, but it must apply to receive the funding through the submission and federal approval of an Annual Action Plan.

The Annual Action Plan is the annual update of the 2010-2014 Consolidated Housing and Community Development Plan, which determines the Village's community development objectives and strategies for meeting a variety of community needs. Each year, the Action Plan identifies community resources and allocates the available federal CDBG and ESG funds to a variety of projects, in keeping with the Consolidated Plan objectives. The approval by HUD of the Annual Action Plan indicates that the Village's projected use of the federal funds is in compliance with the Consolidated Plan, and grant funds will be released. In this way, the Action Plan serves as the yearly application to the federal government for the grant funds.

The Community Development Citizen's Advisory Committee (CDCAC) assists the Village Board in the application process. The Committee reviews applications from community organizations requesting CDBG/ESG funds for that portion of the funds not reserved by the Village Board for specific purposes, such as infrastructure improvements, housing or the administrative funding of major partners. In order to make its recommendations, the CDCAC held five public meetings with four public hearings, one working session, and one rebuttal hearing in July and August, 2011.

The CDCAC-prepared preliminary draft funding recommendations are shared with the community through the Draft Action Plan. The Action Plan also includes the Village's set-aside funding amounts for Village-sponsored projects. The attached Action Plan outlines the preliminary draft of all CDBG/ESG grant allocations for 2012.



**Staff Commentary (if applicable or different than Commission):** The HUD-prescribed thirty-day public comment period on the Draft 2012 Annual Action Plan will run from September 22 to October 21, 2011. On November 7, 2011, the final public hearing will take place as the Board will be requested to approve the Final 2012 Action Plan. The final document is due to HUD by November 15, 2011, for a 45-day review, which will be completed by December 31, 2011. HUD approval of the Plan will release our 2012 CDBG/ESG funding entitlement, contingent upon Congressional funding.

**Item Budget Commentary: (Account #; Balance; Cost of contract):** The Village receives an annual entitlement of Federal CDBG/ESG funds from the US Department of Housing and Urban Development to fund this program. There is no additional funding to this activity. Estimated amount of 2012 CDBG award: \$1,725,877; estimated ESG award: \$83,537

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):** (No alternatives –Federal Grant Award).

**Proposed Recommended Action:** Release the 2012 Draft Annual Action Plan for a 30-day public comment period as required by HUD.

**Program Year 2012 CDBG**

Estimated 2012 CDBG award:

**\$1,725,877**

**Administration/Planning - 20% cap of annual award \$345,175**

Village of Oak Park*	Admin	\$269,435
Oak Park Regional Housing Center*	Fair Housing (Admin)	\$75,740
<b>Total Admin Requests</b>		<b>\$345,175</b>

**Public Services -15% cap \$258,881**

**CDCAC Awards**

		<b>Requested</b>	<b>Awarded</b>
Accolade	Adult Day Services	\$18,000	\$9,000
Children's Clinic	Children's Dental Clinic	\$25,000	\$16,000
Community Support Services	Respite care	\$20,000	\$11,500
NAMI - Metro Suburban	Drop In Center	\$6,000	\$4,600
OPRF Food Pantry	Food services	\$34,841	\$18,000
Parenthesis Parent-Child Center	Parenting on our Own	\$18,773	\$10,000
Parenthesis Parent-Child Center	Parenteen Program	\$20,418	\$12,500
Sarah's Inn	DV advocate	\$16,000	\$13,000
Thrive Couns Center	Psycho/medical delivery	\$25,627	\$8,700
Vital Bridges/Heartland Health	Dietary Enhancement	\$10,000	\$7,000
West Suburban PADS	Emergency Shelter	\$14,250	\$12,010
West Suburban PADS	Transitional Housing	\$39,140	\$25,000
<b>Total CDCAC PS :</b>		<b>\$248,049</b>	<b>\$147,310</b>

Oak Park Regional Housing Center*	Fair Housing Outreach	\$111,571
<b>Total PS Awards With Set-Aside</b>		<b>\$258,881</b>

**"Other Project" Funds \$1,121,821**

**CDCAC Awards**

<b>Public Facility Improvements</b>		<b>Requested</b>	<b>Awarded</b>
Oak Leyden	Facility Improvements	\$10,000	\$10,000
Seguin Services	Facility Improvements	\$26,000	\$26,000
<b>Total CDCAC PFI :</b>		<b>\$36,000</b>	<b>\$36,000</b>

**Village  
Projects**

<b>Public Infrastructure/Capital Improvements</b>		<b>Original</b>
VOP Public Works Engineering*	Sidewalk Improvements	\$150,000
	Alley Improvements	\$90,000
	Street Improvements	\$100,000
	Water and Sewer Improvements	\$440,000
	<b>Total</b>	<b>\$780,000</b>
<b>Housing</b>		
VOP Housing*	Lead Grant Program	\$100,000
	Single Family Rehab Loan Program	RLF
	Small Rental Rehab Program	\$100,000
	SFR/SRR Project Implementation	\$105,821
	<b>Total</b>	<b>\$305,821</b>
* Village Set Asides		
	<b>Total PF and Village "Other Projects"</b>	<b>\$1,121,821</b>
	<b>Remaining CDBG Funds:</b>	<b>(0)</b>
	<b>**Total 2012 CDBG Awarded</b>	<b>\$1,725,877</b>

**Program Year 2012 ESG (Emergency Solutions Grant)**

**Estimated 2012 ESG HUD Award: \$83,537**

<b>ESG Summary</b>		<b>Requested</b>	<b>Awarded</b>
Catholic Charities	Homelessness Prevent	\$10,000	\$6,265
Vital Bridges	Shelter Operations	\$20,000	\$15,500
West Suburban PADS	Shelter Operations	\$81,200	\$61,772
<b>TOTAL REQUESTS</b>		<b>\$111,200</b>	<b>\$83,537</b>

# Greater Downtown Master Plan Update

September 19, 2011

Village Board Presentation



# Public Projects

## 26 Public Projects Identified

- 3 Accomplished
- 2 Approved Awaiting Construction
- 1 Under Construction
- 6 Under Consideration

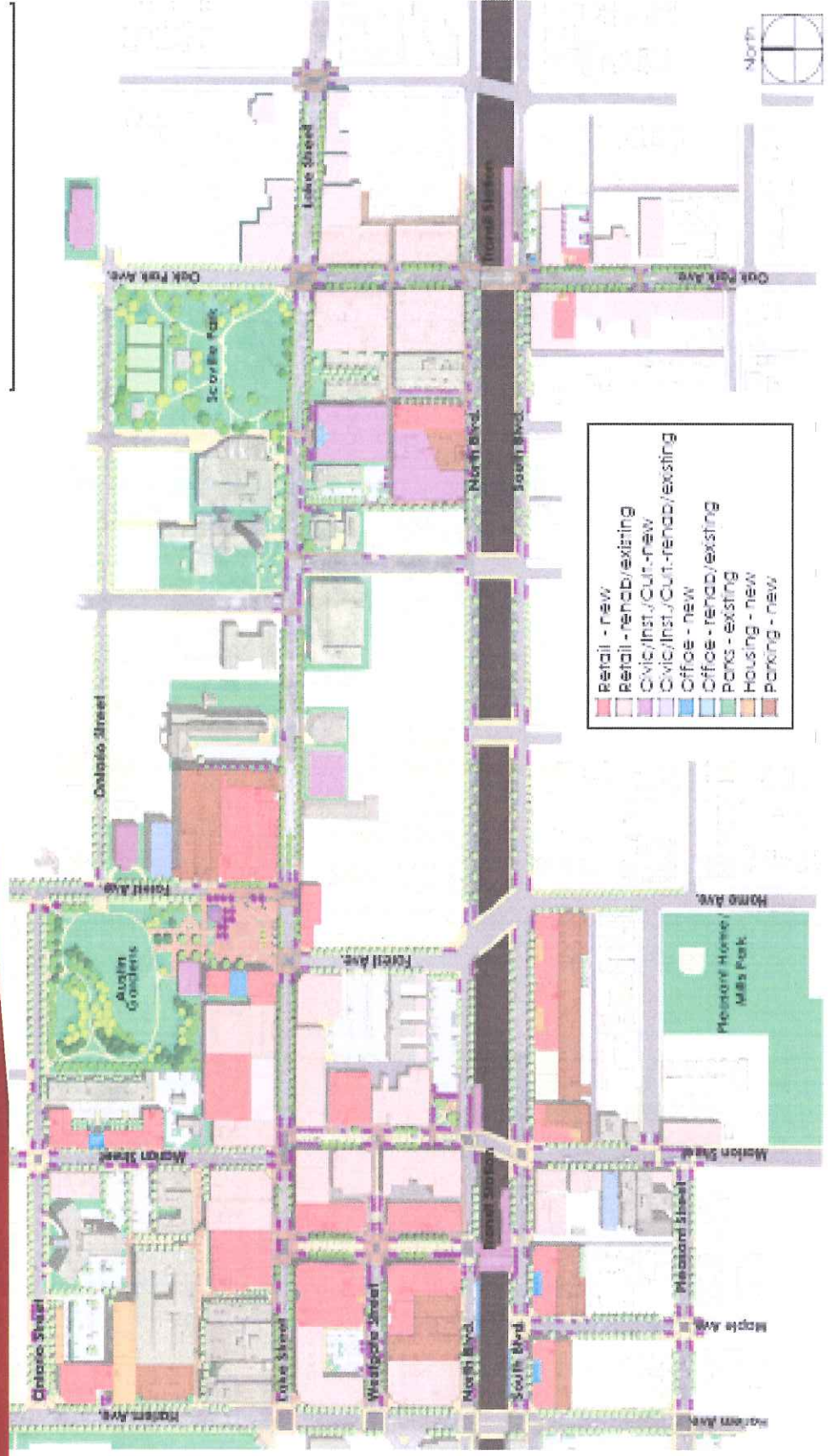
2010-2015

10 Year Mark = 46% complete

# Private Developments

- Whiteco Residential [Completed]
  - 200 Rental Units, 4 Townhomes, 14K Retail, Public Parking
- RSC Mixed Use [Completed]
  - 44 Condominium Units, 50K Athletic Club, 22.5k Retail
- Opera Club [Completed]
  - 39 Condominium Units, 6K Retail
- Regency Townhomes + Duplexes [Completed]
  - 14 Townhomes, 14 Duplexes
- SoHo Mixed Use [Under Construction]
  - 17 Townhomes, 15 Condominiums, 2K Retail
- Lake and Forest [In Process]
  - 270 Rental Units, 25K Retail, Public Parking
- Clark Street Development [Under Discussion]
  - Retail Only
- Morningside Development [Under Discussion]
  - Rental Units, Retail (possible Office)

# Capacity Diagram



Solid-out Capacity Diagram



## 20 Year Master Plan Components

- **Housing = 1,200 Units**
  - 600 Units – 330 Built / 270 Public Review
    - *Does not include Clark Street or Morningside sites*
- **New Civic/Cultural = 20K Square Feet**
  - no new development
- **New Office = 121K Square Feet**
  - no new development
    - *Does not include Morningside site*
- **New Squares = 47K Square Feet**
  - Small Pocket Plazas abutting North Marion
- **New Retail = 207K Square Feet**
  - 70K Total – 45K New / 25K Approved-waiting construction
    - *Does not include Clark Street or Morningside sites*

# Development

- 2005-2010
  - Housing = 330 Units [28%]
  - Retail = 45K Square Feet [22%]
- 2010-2015
  - Housing = 270 Units [23%]
  - Retail = 25 Square Feet [2%]
- 2015-2025
  - Housing ?
  - Retail ?

**10 Year Mark = 51% Housing & 24% Retail**

- *Does not include Clark Street or Morningside sites*

# Future Developments

2010-2015

- **Lake and Forest (Under Public Review)**
  - Residential, Commercial and Public Parking
    - End Public Process December 2011
    - RDA / PD Approval Needed
    - Permit Review 1Q 2012
    - Start Construction 3Q 2012
    - End Construction 3Q 2014

# Future Developments

2010-2015

- **Morningside (preferred developer)**
  - *South Boulevard @ Harlem and Maple*
  - **Residential, Commercial and Public Parking**
    - Negotiating Term Sheet
    - RDA
    - Planned Development
    - Building Permit
    - Construction

# Future Developments

2010-2015

- **Clark Street (preferred developer)**
  - *Lake to North Boulevard – Colt Site*
  - **Commercial and Public Parking**
    - Negotiating Term Sheet
    - Seeking Alternate Proposals (30 day process)
      - Need BOT authorization

# Capacity Diagram

The capacity diagram is a snapshot of the character and intensity of development anticipated to occur by 2020.

## A Vision for Build-out

The capacity diagram depicts development that is realistic and economically feasible.

- The diagram illustrates architectural design schemes that could be built on each site.
- All of the development shown on the capacity diagram responds to the fundamental requirements necessary to attract investors. As an example, market acceptable parking ratios have been applied to development schemes.

## How the Diagram is Used

The capacity diagram is used to identify the total private investment possible. These private costs are compared to the required public investment costs to determine the return on public investment ratio. The resulting ratios ultimately help prioritize project phasing and identify the taxing potential based on new development opportunities.

## New Development Capacity Summary

- Retail (New): 207,000 SF
- Retail (Rehab) - 78,000 SF
- Office (New) - 121,000 SF
- Office (Rehab) - 40,000 SF
- Residential - 1,200 units
- Civic/Cultural - 20,000 SF
- Parking structures - 3,000 spaces



Build-out Capacity Diagram

# Action Plan

## Initial Actions Schedule

A time schedule identifies the initial actions to be taken for each public project as well as for on-going development, marketing and promotion efforts.

The five catalyst projects all are begun either during the first 120 day period after adoption of the master plan or in the period from four to twelve months. Other projects follow according to priority, feasibility and efficient phasing.

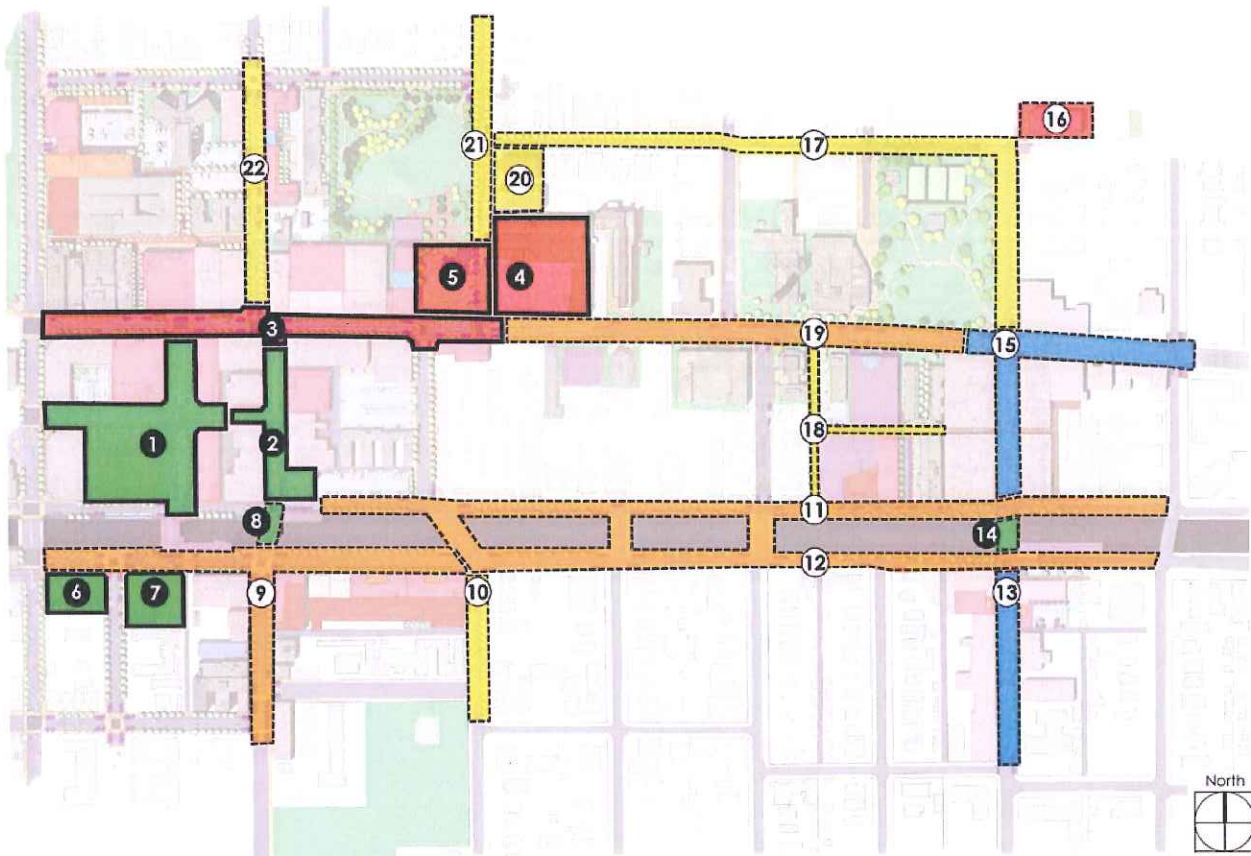
## Action Charts

Action charts detail the 22 public projects identified as key and catalyst projects, providing detailed description of the project components and benefits, implementation responsibilities and follow-through schedule.

The action plan diagram below illustrates when each of the projects should be initiated, and accompanies the draft Initial Actions Schedule and draft Action Chart, which are on the pages that follow.

### Initial Actions - Key

- First 120 Days
- Four to Twelve Months
- One to Two Years
- Two to Three Years
- Four to Ten Years



Action Plan Diagram

PUBLIC PROJECTS - INITIAL ACTIONS SCHEDULE										
Oak Park Greater Downtown Master Plan										
Project	2005	2006	2007	2008	2009	2010	2011	2012	2013	
<b>The First 120 Days</b>										
All	Policies, Codes & Ordinances: Initiate Updates									
All	Design Commission: Establish to review projects in Greater Downtown									
All	Training Sessions: Conduct education/ orientation for Design Commissioners									
All	Historic Buildings: Initiate process for identifying and registering key historic buildings in Greater Downtown									
All	Transit Route Structure: Transit Agencies Review routes for Greater Downtown									
1	Station Street, Westgate & Parking Structure: Initiate Development Process									
2	Marion Street/Station Square: Initiate Design Process									
6 & 7	VOP-Owned Properties on South Blvd.: Initiate development process for office/mixed use & parking									
8 & 14	Marion & Oak Park Underpasses: Initiate discussions with UP for design of underpasses									
<b>Four to 12 Mos.</b>										
3	Lake Street: Initiate Design Process									
4 & 5	Forest & Lake: Initiate Development Process									
16	Arts Building/ Hemingway Museum: Initiate renovation feasibility analysis									
<b>One to Two Years</b>										
13 & 15	Oak Park Ave.: Initiate design process for avenue between Lake and Pleasant									
<b>Two to Three Years</b>										
9	South Marion Street: Initiate design process for South Marion and adjacent South Blvd. (between Harlem and Home)									
11	North Blvd.: Initiate design process									
12	South Blvd.: Initiate design process for South Blvd. east of Home									
19	Lake Street: Initiate design process for Lake between Forest & Oak Park Ave.									
<b>Four to Ten Years</b>										
10	Home Ave.: Initiate design process									
17	Ontario & North Oak Park: Initiate design process									
18	Mid-Block Pedestrian/Auto Facilities: Initiate design process									
20	19th C. Club Building: Initiate feasibility analysis & renovation									
21	Forest Avenue: Initiate design process									
22	North Marion Street: Initiate design process									
<b>Ongoing</b>										
All	Design Commission: Review of projects									
All	Marketing & Promotions: Improve competitiveness of local businesses & recruit new businesses									
All	Historic Buildings: Restorations									



# PUBLIC PROJECTS ACTION CHART

## Oak Park Greater Downtown Master Plan

Project	Description	Implementation Responsibility	Schedule
<b>1-A</b> PARKING STRUCTURE	<ul style="list-style-type: none"> <li>New mixed use, "shopper-friendly" parking structure easily accessible &amp; directly linked to the primary retail streets.</li> <li>Provides a large reserve of parking to satisfy current and future retail and office needs.</li> <li>12,000 SF retail at ground floor level.</li> <li>242' x 215' footprint.</li> <li>528 to 1,000 parking spaces (min. in above-grade structure)</li> <li>159 below-grade parking spaces for potential housing above garage.</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> </ul>	First 120 Days: Initiate development process. 4-12 Months: Select contractor & begin construction.
<b>1-B</b> STATION STREET	<ul style="list-style-type: none"> <li>New street improves traffic circulation downtown, providing new access routes into and out of district.</li> <li>New construction approximately 500' length.</li> <li>Special brick and/or concrete pavers for sidewalks, intersections and parking lanes.</li> <li>Increases retail street frontage available in downtown core.</li> <li>Improves pedestrian access and visibility to transit station from Lake Street, leading directly to transit entrance.</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> </ul>	First 120 Days: Initiate development process. 4-12 Months: Select contractor & begin construction.
<b>1-C</b> WESTGATE STREET	<ul style="list-style-type: none"> <li>Reestablishes intimate, village-scaled street grid character into the Shops of Oak Park development.</li> <li>Streetscape improvements between Harlem &amp; Marion (approximately 400' length).</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> </ul>	First 120 Days: Initiate development process. 4-12 Months: Select contractor & begin construction.
<b>2-A</b> MARION STREET	<ul style="list-style-type: none"> <li>Opening of Marion Street Mall to automobiles from Lake Street to North Boulevard.</li> <li>Incorporates flexible design requirements allowing street to be closed for special events.</li> <li>Increases viability of retail along Marion.</li> <li>Distinctive, high-quality paving and curbless "European" design.</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> </ul>	First 120 Days: Initiate design process. 4-12 Months: Select contractor & begin construction.
<b>2-B</b> STATION SQUARE	<ul style="list-style-type: none"> <li>New public square adjacent to transit facility at intersection of North and Marion.</li> <li>Provides threshold into Greater Downtown from CTA/Metra trains.</li> <li>Possible location for visitors', transit and bike facilities.</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> </ul>	First 120 Days: Initiate design process. 4-12 Months: Select contractor & begin construction.
<b>3</b> LAKE STREET	<ul style="list-style-type: none"> <li>Approximately 1100 feet of Lake Street between Harlem and Forest.</li> <li>Streetscape enhancements such as distinctive paving, street furniture and lighting.</li> <li>Improves transit access.</li> <li>Enhances pedestrian experience.</li> <li>Signals Lake Street's importance as a primary retail street.</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> </ul>	4- 12 Months: Initiate design process. 1-2 Years: Select contractor & begin construction.
<b>4</b> PARKING STRUCTURE	<ul style="list-style-type: none"> <li>New mixed use, "shopper-friendly" parking structure will replace the existing village-owned structure at Lake and Forest.</li> <li>Approximately 750 parking spaces - adequate supply for future retail, employment and cultural demand.</li> <li>25,000 SF retail space for relocated existing uses and new retail.</li> <li>180 below-grade parking spaces for potential housing above garage.</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> </ul>	4- 12 Months: Initiate development process. 1-2 Years: Select contractor & begin construction.

Note: The public projects listed here are based on community input and technical analysis, but are not binding. Timelines, project costs and implementation process/sequence/roles may vary from this matrix.

Public Projects Action Chart - cont'd

Project	Description	Implementation Responsibility	Schedule
<b>5</b> FOUNDERS' SQUARE	<ul style="list-style-type: none"> <li>• New civic "living room" at intersection of Lake and Forest.</li> <li>• Possible location for visitors' bureau or kiosk.</li> <li>• Gateway to Frank Lloyd Wright Historic District.</li> <li>• Constructed of high-quality, durable, low-maintenance materials.</li> <li>• Approximately 150' x 170' flexible design suitable for various uses.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	4- 12 Months: Initiate design process.  1-2 Years: select contractor & begin construction
<b>6</b> OFFICE MIXED USE	<ul style="list-style-type: none"> <li>• Redevelopment of Village-owned parking lot into Class A office space (approximately 33,000 SF).</li> <li>• Retail (approximately 5,500 SF) at ground floor.</li> <li>• Parking at grade and below.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	First 120 Days: Initiate design process.  4-12 Months: Select contractor & begin construction
<b>7</b> OFFICE MIXED USE	<ul style="list-style-type: none"> <li>• Redevelopment of Village-owned parking lot into Class A office space (approximately 33,000 SF).</li> <li>• Retail (approximately 5,500 SF) at ground floor.</li> <li>• Parking at grade and below.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	First 120 Days: Initiate design process.  4-12 Months: Select contractor & begin construction
<b>8</b> MARION UNDERPASS	<ul style="list-style-type: none"> <li>• Sidewalk, wall, lighting and ceiling improvements.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	First 120 Days: Initiate design process.  4-12 Months: Select contractor & begin construction
<b>9</b> SOUTH MARION	<ul style="list-style-type: none"> <li>• Sidewalk, landscape and lighting improvements.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	2-3 Years: Initiate design process.  4-10 Years: Select contractor & begin construction
<b>10</b> HOME AVENUE	<ul style="list-style-type: none"> <li>• Sidewalk, landscape and lighting improvements.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	4-10 Years: Initiate design process.
<b>11</b> NORTH BOULEVARD	<ul style="list-style-type: none"> <li>• Sidewalk, landscape, lighting and elevated train screening improvements.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	2-3 Years: Initiate design process.  4-10 Years: Select contractor & begin construction

Note: The public projects listed here are based on community input and technical analysis, but are not binding. Timelines, project costs and implementation process/sequence/roles may vary from this matrix.

Public Projects Action Chart - cont'd

Project	Description	Implementation Responsibility	Schedule
<b>12</b> SOUTH BOULEVARD	<ul style="list-style-type: none"> <li>Sidewalk, landscape, lighting and elevated train screening improvements.</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> </ul>	2-3 Years: Initiate design process.  4-10 Years: Select contractor & begin construction.
<b>13</b> SOUTH OAK PARK AVENUE	<ul style="list-style-type: none"> <li>Sidewalk, landscape and lighting improvements.</li> <li>Signals Avenue's importance as a secondary retail street.</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> </ul>	1-2 Years: Initiate design process.  2-3 Years: Select contractor & begin construction.
<b>14</b> OAK PARK AVENUE UNDERPASS	<ul style="list-style-type: none"> <li>Sidewalk, wall, ceiling and lighting improvements.</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> </ul>	First 120 Days: Initiate design process.  4-10 Months: Select contractor & begin construction.
<b>15</b> NORTH OAK PARK AVENUE	<ul style="list-style-type: none"> <li>Streetscape enhancements such as distinctive paving, street furniture and lighting.</li> <li>Signals Avenue's importance as a primary retail street.</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> </ul>	1-2 Years: Initiate design process.  2-3 Years: Select contractor & begin construction.
<b>16</b> ARTS BUILDING/ HEMINGWAY RENOVATION	<ul style="list-style-type: none"> <li>Historic building renovation.</li> <li>Possible civic/cultural uses.</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> </ul>	4-12 Months: Initiate feasibility analysis & renovation 1-2 Years: Select contractor & begin construction.
<b>17</b> ONTARIO AND OAK PARK INTERSECTION	<ul style="list-style-type: none"> <li>Sidewalk, landscape and lighting improvements.</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> <li></li> <li></li> <li></li> <li></li> </ul>	1-2 Years: Initiate design process.  2-3 Years: Select contractor & begin construction.
<b>18</b> MID-BLOCK CONNECTIVITY IMPROVEMENTS	<ul style="list-style-type: none"> <li>Paving and pedestrian lighting.</li> </ul>	<ul style="list-style-type: none"> <li></li> <li></li> <li></li> <li></li> <li></li> <li></li> <li></li> </ul>	1-2 Years: Initiate design process.  2-3 Years: Select contractor & begin construction.

Note: The public projects listed here are based on community input and technical analysis, but are not binding. Timelines, project costs and implementation process/sequence/roles may vary from this matrix.

*Public Projects Action Chart - cont'd*

Project	Description	Implementation Responsibility	Schedule
<p><b>19</b> EAST LAKE STREET</p>	<ul style="list-style-type: none"> <li>• Significant landscape improvements. Highlights importance as an arts and cultural corridor.</li> <li>• Highlights importance as an arts and cultural corridor.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	<p>1-2 Years: Initiate design process.</p> <p>2-3 Years: Select contractor &amp; begin construction</p>
<p><b>20</b> 19TH CENTURY CLUB RENOVATION</p>	<ul style="list-style-type: none"> <li>• Historic building renovation.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	<p>1-2 Years: Initiate design process.</p> <p>2-3 Years: Select contractor &amp; begin construction</p>
<p><b>21</b> FOREST AVENUE</p>	<ul style="list-style-type: none"> <li>• Landscape and lighting improvements.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	<p>1-2 Years: Initiate design process.</p> <p>2-3 Years: Select contractor &amp; begin construction</p>
<p><b>22</b> NORTH MARION STREET</p>	<ul style="list-style-type: none"> <li>• Sidewalk, landscape and lighting improvements.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> </ul>	<p>1-2 Years: Initiate design process.</p> <p>2-3 Years: Select contractor &amp; begin construction</p>

Note: The public projects listed here are based on community input and technical analysis, but are not binding. Timelines, project costs and implementation process/sequence/roles may vary from this matrix.

# Greater Downtown Retail Strategy — 4Insights Study

“The retail mix in the CCBD should follow with the same eclectic feel a balance between the popular national brands that anchor the district- along with carefully selected independents who make it “real” and different from the standard mall mix” .

# Key National Sites - Downtown Districts

Lake & Forest – Sertus Development 25,000 SF Retail

Harlem & Lake – Watertower Realty 20,000 SF Retail

Clark Street Development – multi story retail opportunity

Morningside Development – 10,000 SF Retail

Oak Park Ave & South – 6,000 SF Retail

# The right market mix

**In accordance with the recommendations in the Retail Strategy Report key sites within the Downtown Districts are being marketed to national retailers.**

- “A *carefully* selected set of national chain concepts can help set the proper tone or foundation for the intended retail strategy”
- “Recruit a few, select national chain concepts to broaden the market draw and facilitate the recruitment of high quality independents” .

# Retail Strategy Report - Survey

2007 – 500 Responses (10% response rate)

Top 12 Retail Categories Wanted In Downtown	Total # Mentions ( 530)
<b>1. Discount Store</b>	<b>83</b>
<b>2. Shoes</b>	<b>51</b>
<b>3. Women's Wear</b>	<b>49</b>
<b>3.A Grocery</b>	<b>49</b>
<b>4. Clothing</b>	<b>47</b>
5. Department Store	31
6. Retail	28
7. Men's wear	17
8. Gift Store	8
9. Electronics	9
10. Cosmetics	6
10.A Sporting Goods	6



# Consumer Surveys – Retail Strategy Report

## 2007

Top 13 Specific Names Wanted in Downtown		Total # Mentions ( 307)
<b>1.</b>	<b>Target</b>	<b>40</b>
<b>2.</b>	<b>Trader Joe's</b>	<b>33</b>
<b>3.</b>	<b>TJ Maxx</b>	<b>20</b>
<b>4.</b>	<b>Marshall's</b>	<b>15</b>
<b>5.</b>	Macy's	11
<b>6.</b>	Crate & Barrel	10
<b>6.A.</b>	Nordstrom's	10
<b>7.</b>	Banana Republic	9
<b>8.</b>	Kohl's	7
<b>8.A</b>	J. Crew	7
<b>8.B</b>	Carson's	7
<b>9.</b>	Anthropologie	6
<b>10.</b>	Ann Taylor	5

# VOP Resident Call for Ideas Early August 2011

Between 120 – 140 Respondents

In August of 2011 the Village initiated a one question survey through our social media outlets requesting suggestions for a new tenant for the soon to be vacant Border's space at Lake & Harlem (Key Site). The top responses were:

Apple Store – 18      Urban Target – 12

H & M – 7              Forever 21 – 7

Crate & Barrell – 6      Macy's - 5

# Survey Monkey Survey – Late August 2011

## 515 Responses

Based on the top responses to our initial call for ideas a more substantive survey was developed using Survey Monkey

### Oak Park Business Suggestions

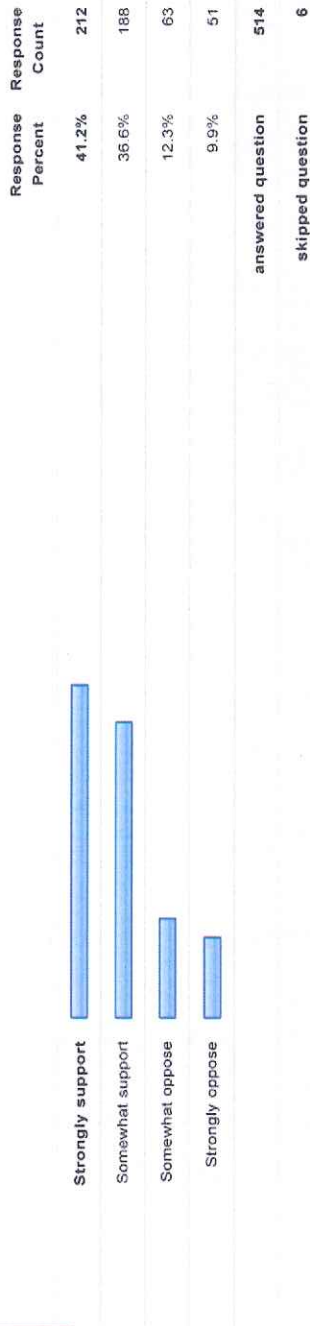


Rank in your order of preference from one to eight the type of business you would like to see in the building, with one being your favorite:

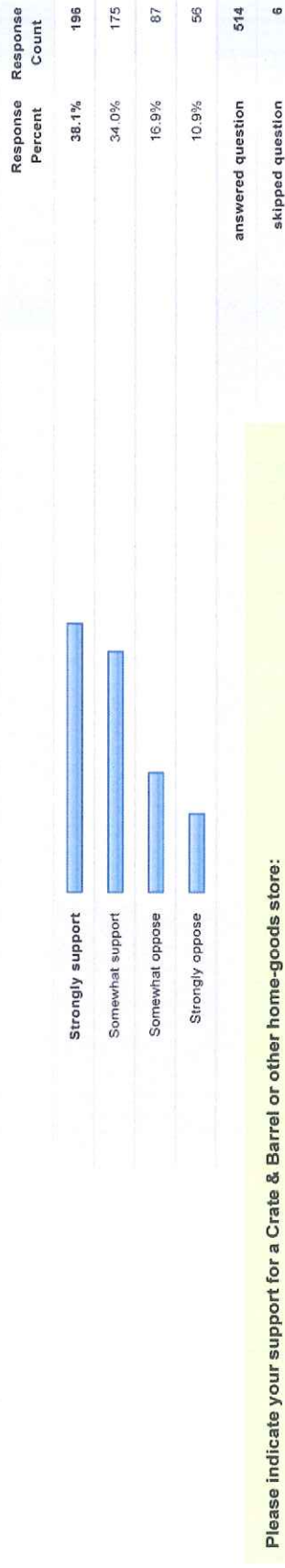
	1	2	3	4	5	6	7	8	Rating Average	Response Count
Department Store (Macy's, Carson's, Lord & Taylor)	19.4% (95)	14.1% (69)	8.8% (43)	14.9% (73)	10.6% (52)	10.4% (51)	9.2% (45)	12.5% (61)	4.14	489
Discount Retail (Marshall's, Nordstrom Rack, Filene's Basement)	10.0% (49)	15.3% (75)	11.9% (58)	12.3% (60)	9.2% (45)	12.1% (59)	14.1% (69)	15.1% (74)	4.64	489
Electronics (Apple, Best Buy, CompUSA/Tiger Direct)	15.0% (73)	10.3% (50)	13.4% (65)	11.9% (58)	12.1% (59)	11.3% (55)	14.0% (68)	11.9% (58)	4.45	486
General Merchandise (urban-style Target)	22.7% (111)	12.9% (63)	15.5% (76)	13.3% (65)	9.8% (48)	11.7% (57)	7.6% (37)	6.5% (32)	3.73	489
Home Goods (West Elm, Crate & Barrel, Williams & Sonoma)	12.6% (62)	19.4% (96)	15.4% (76)	13.4% (66)	13.6% (67)	10.5% (52)	9.1% (45)	6.1% (30)	3.94	494
Restaurant (Dave & Busters, Lou Malinatti's, Goose Island)	10.0% (50)	9.2% (46)	11.2% (56)	9.8% (49)	13.7% (68)	13.5% (67)	13.9% (69)	18.7% (93)	4.97	498
Retail clothing/shoes (H&M, DSW, Banana Republic)	6.4% (32)	10.0% (50)	15.7% (78)	13.5% (67)	16.1% (80)	17.5% (87)	15.9% (79)	5.0% (25)	4.64	498
Sporting Goods (Sports Authority, REI, Northface)	7.1% (36)	9.3% (47)	10.1% (51)	10.5% (53)	14.4% (73)	11.1% (56)	14.8% (75)	22.7% (115)	5.22	506
answered question										519

# Strong Support for National Retailers

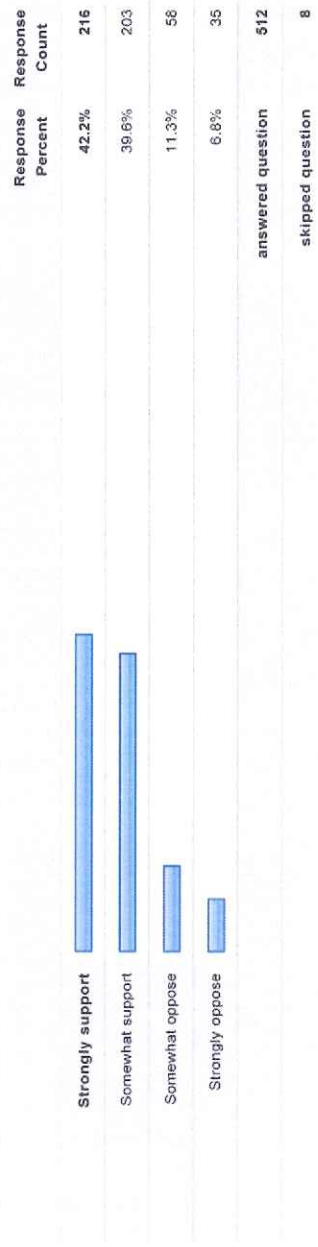
Please indicate your support for an urban-style Target store:



Please indicate your support for an Apple store:

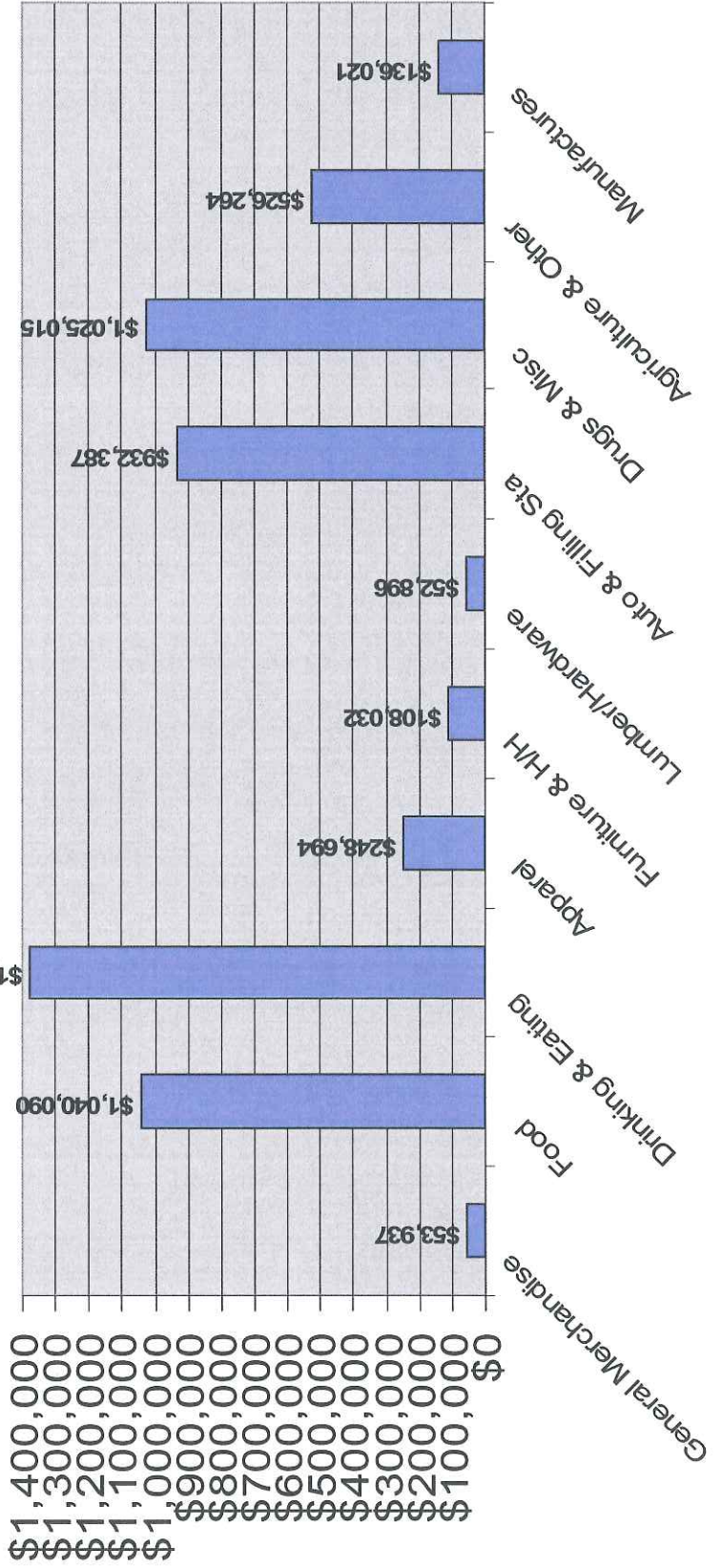


Please indicate your support for a Crate & Barrel or other home-goods store:



# General Merchandise among the weakest sales sectors in Oak Park

Sales Tax Generation by SIC Code



# Electronic Marketing [www.oak-park.us/apple](http://www.oak-park.us/apple)



*Thinking different since 1902.*



## **We think differently in Oak Park, Illinois**

When Joseph and Betty Kettlestrings paid \$215.98 for 173 acres of land in what would become downtown Oak Park, it is unlikely they could have imagined the area they named Oak Ridge in 1837 would become a thriving community of 52,000 people known internationally for its architectural heritage, cultural tolerance and diverse population. Today, as one of the region's most desirable communities in which to live, work and do business, the Village of Oak Park stands out among its neighbors. Yes, Oak Park is, indeed, a special place. From its architecture and former famous residents to its long tradition of civic involvement, Oak Parkers think differently. One visit and you are sure to agree.

Market Profile

Area Map

Downtown  
Oak Park

Potential Sites

