

TOWN OF NORMAL
NORMAL, ILLINOIS

CITY HALL
PHONE: 454-2444

PROPOSED AGENDA FOR TOWN COUNCIL MEETING

October 21, 2024

7:00 p.m.

5:30 p.m. Council Work Session

6:55 p.m. Public Hearing Pertaining to the Fourth Amendment to Annexation Agreement Regarding the 83 +/- Acres East of Airport Road and south of Shepard Road (Trails on Sunset Lake Subdivision)

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comment
5. OMNIBUS VOTE AGENDA
(All items under the Omnibus Vote Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussions of these items unless a Council Member so requests, in which event, the item will be removed from the Omnibus Vote Agenda and considered as the first item after approval of the Omnibus Vote Agenda.)
 - A. Approval of the Minutes of the Public Hearing of October 7, 2024
Approval of the Minutes of the Regular Council Meeting of October 7, 2024
Approval of the Minutes of the Council Work Session October 16, 2024
 - B. Report to Receive and File Town of Normal Expenditures for Payment as of October 16, 2024
 - C. Resolution to Accept Water Treatment Plant Lime Bid from November 2024 Through October 2025
 - D. Resolution Approving an Amendment to the Town of Normal Downtown/Bank of Illinois in Normal Redevelopment Agreement Concerning Public Parking
6. ITEMS REMOVED FROM OMNIBUS VOTE AGENDA

GENERAL ORDERS

7. Resolution Approving an Amended Site Plan for 200 Greenbriar (Dave's Hot Chicken)
8. Resolution Approving a Site Plan for 751 Pine Street

9. Resolution Conditionally Approving a Site Plan for Lots 1 and 2 of the NN2 WH Subdivision (West of Rivian Motorway and North of College Avenue Extended)
10. Resolution Conditionally Approving a Site Plan for Lot 3 of the NN2 WH Subdivision (West of Rivian Motorway and North of College Avenue Extended)
11. Resolution Conditionally Approving a Final Plat for NN2 WH Subdivision (West of Rivian Motorway and North of West College Avenue Extended)
12. Ordinance Approving a Comprehensive Zoning Text Amendment
13. Ordinance Approving Amendments to Chapter 8 (Public Ways) and Chapter 10 (Boards and Commissions)
14. Resolution Approving an Amended Annexation Agreement for the Trails on Sunset Lake Subdivision (East of Airport Road and South of Shepard Road)
15. Ordinance Rezoning Property in the Town of Normal – East of Airport and South of Shepard (Trails on Sunset Lake)
16. Resolution Approving an Amended Preliminary Subdivision Plan for a Portion of the Trails on Sunset Lake Subdivision (East of Airport Road and South of Shepard Road) - Table Rock Circle
17. Resolution Approving an Amended Preliminary Subdivision Plan for a Portion of the Trails on Sunset Lake Subdivision (East of Airport Road and South of Shepard Road) – Carlyle Court
18. Presentation by Anthony Cervini, Principal at Sikich, LLP, on the Town’s Annual Financial Statements and Audit Report
19. Resolution to Accept the Audited Town of Normal Financial Statements and Report on Internal Controls from the Town’s Auditors, Sikich, LLC for the Year Ended March 31, 2024
20. Resolution to Accept the Federal Compliance Audit for the Year Ended March 31, 2024

NEW BUSINESS

21. Ordinance Prohibiting Nuisance Gatherings and Regulating Gatherings on Park Property
22. Presentation of the FY2023-24 Financial Trend and Condition Report

ADDENDUM

- Minutes of the Planning Commission Meeting September 5, 2024
- Minutes of the Planning Commission Meeting October 10, 2024

PUBLIC COMMENT

CONCERNS

ADJOURNMENT

Town Council Action Report

October 21, 2024

Public Hearing Pertaining to the Fourth Amendment to Annexation Agreement Regarding the 83 +/- Acres East of Airport Road and south of Shepard Road (Trails on Sunset Lake Subdivision)

Prepared By: Mercy Davison, Town Planner

Reviewed By: Pamela S. Reece, City Manager
Jason Querciagrossa, Corporation Counsel
Greg Troemel, Director of Inspections
Ryan Otto, Director of Public Works

Staff Recommendation: That the public hearing be held.

Attachments: Aerial and Zoning Maps; Proposed Amended Annexation Agreement

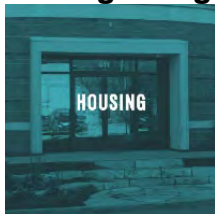
Community Impact

The public hearing provides an opportunity for public comment on the proposed fourth amendment to the Trails on Sunset Lake annexation agreement. The subdivision encompasses approximately 83 +/- acres east of Airport Road and south of Shepard Road. The proposed amendment includes a request to rezone 7.7 +/- acres at the northwest corner of the subdivision for development as attached, single-family housing and a deadline for the construction of a sidewalk along Airport Road.

Budget Impact

N/A

Strategic Alignment



Background

State law requires that the corporate authorities convene a public hearing on all annexation agreements prior to the formal consideration by the elected body. Therefore, it would be in order for the Town Council to convene a public hearing on a proposed amended annexation agreement pertaining to the Trails on Sunset Lake Subdivision.

The main provisions of the proposed annexation agreement include the following:

- Rezoning approximately 7.7 acres at the northwest corner of the subdivision from the current R-1B Single Family Residential to R-2 Mixed Residential
- Constructing the public sidewalk adjacent to Airport Road by May 31, 2025

Additional details may be found in the Town Council Action Report pertaining to the amended annexation agreement under General Orders.

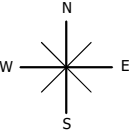
Discussion

Town staff recommend the Town Council convene the public hearing and accept public testimony concerning the proposed amended annexation agreement. Once all testimony has been received, it would be in order for the Town Council to close the hearing.

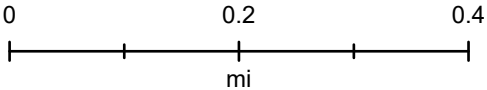
Approval of the proposed amended annexation agreement is included in the regular meeting agenda under General Orders along with actions pertaining to the rezoning itself and two amendments to the preliminary subdivision plan.

Keywords: Public Hearing; Amended Annexation Agreement; Trails on Sunset Lake Subdivision

Trails on Sunset Lake

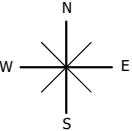
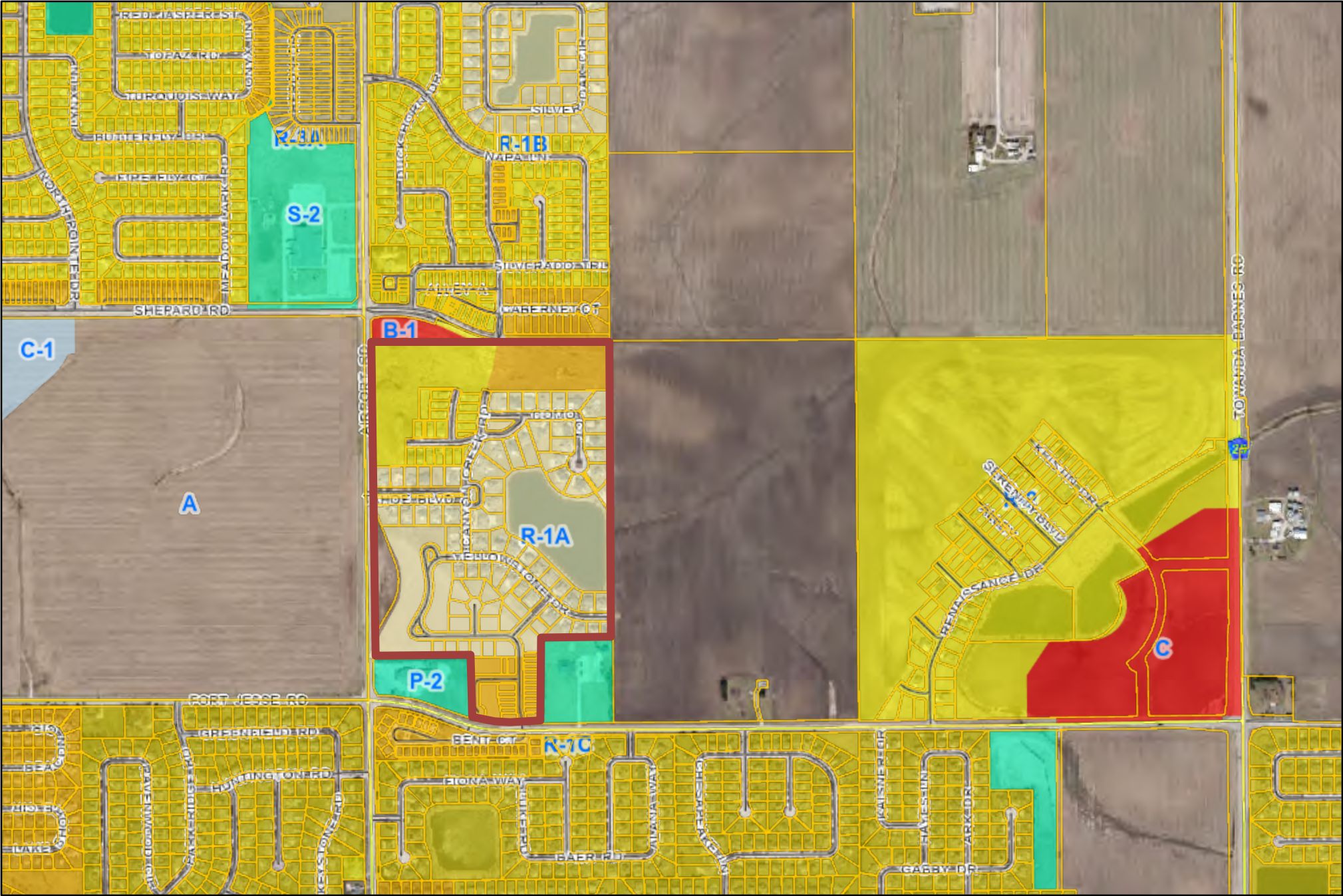


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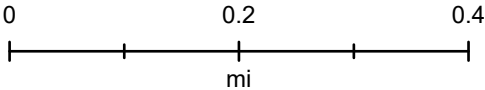


1 inch = 1,161 feet





McGIS does not guarantee the accuracy of the information displayed. Only on-site verification or field surveys by a licensed professional land surveyor can provide such accuracy. Use for display and reference purposes only.



1 inch = 1,161 feet



Fourth Amendment to Annexation Agreement

This amendment is dated _____, 2024, and is between the Town of Normal, an Illinois home-rule municipal corporation ("**Town**") and Weber Estates Investments, LLC, an Illinois limited liability company ("**Weber Estates**").

On March 19, 2007, the Town entered into an annexation agreement with the Audrey A Weber Trust, Weber Estates Investments, LLC, and Trails on Sunset Lake, LLC ("**2007 Agreement**") by Resolution 4006.

The 2007 Agreement was amended on March 18, 2013 (Resolution 4862), on October 18, 2021 (Resolution 5927), and on August 15, 2022 (Resolution 6018) (the 2007 Agreement as amended by the 2013, 2021, and 2022 amendments, the "**Annexation Agreement.**").

The Town and Weber Estates desire to further amend the Annexation Agreement.

Notice and hearing for this amendment have been given as required by law.

The parties therefore amend the Annexation Agreement as follows:

1. The Property described in the document titled *Trails on Sunset Lake Subdivision Zoning Exhibit*, attached hereto as Exhibit A, will be rezoned from R1-B (Single Family Residence District) to R-2 (Mixed Residence District).
2. A public hearing required for rezoning was held before the Normal Planning Commission on September 5 and October 10, 2024.
3. **Airport Road Sidewalk.**
 - 3.1. On or before May 31, 2025, Weber Estates shall Substantially Complete:
 - 3.1.1. A five-foot wide sidewalk on the east side of the Airport Road right-of-way along the length of and running adjacent to the property depicted in Exhibit A and continuing south to a connection with Tahoe Blvd. and a connection with the existing sidewalk along the north side of Tahoe Blvd., as generally depicted on Exhibit B; and
 - 3.1.2. A five-foot wide sidewalk from the terminus of the existing sidewalk adjacent to 3511 Tahoe Blvd. and extending east to the Airport Road right-of-way and turning north along Airport Road at a point along the continuation of the path of the sidewalk described in section 3.1.1 and continuing north to a connection with Tahoe Blvd., as generally depicted on Exhibit B.
 - 3.2. "Substantially Complete" or "Substantial Completion" means the sidewalk has been completed to Town standards and Code, and the Town Engineer has accepted the sidewalk for public ownership and maintenance.
 - 3.3. Bond.
 - 3.3.1. Within 21 days of the effective date of this Fourth Amendment, Weber Estates shall furnish an engineer's estimate for the cost of the Project for Town approval.

3.3.2. Within 45 days of the effective date of this Fourth Amendment, Weber Estates shall furnish a performance and payment bond in the amount of 110% of the approved engineer's estimate to guarantee Substantial Completion within the time provided. The company acting as surety for any bond issued must be licensed to do business in the State of Illinois. The bond must be in the form set forth in Exhibit C. Weber Estates may not commence work until the bond is submitted to and approved by the corporation counsel of the Town.

3.4. This section 3 shall supersede any provisions in the Annexation Agreement to the contrary.

All other provisions of the Annexation Agreement will remain. The parties are signing this amendment as of the date set forth in the introductory clause.

Weber Estates Investments, LLC

Town of Normal

By: _____

By: _____


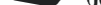
Name: _____

Name: _____

Title: _____

Title: _____

PART OF THE W1/2 OF THE SW1/4 OF SEC. 19, T.24N., R.3E., 3P.M.,
TOWN OF NORMAL, MCLEAN COUNTY, ILLINOIS


 SCALE: 1" = 100'

 100 0 100 200
 LEGEND
 BOUNDARY OF SUBJECT PREMISES

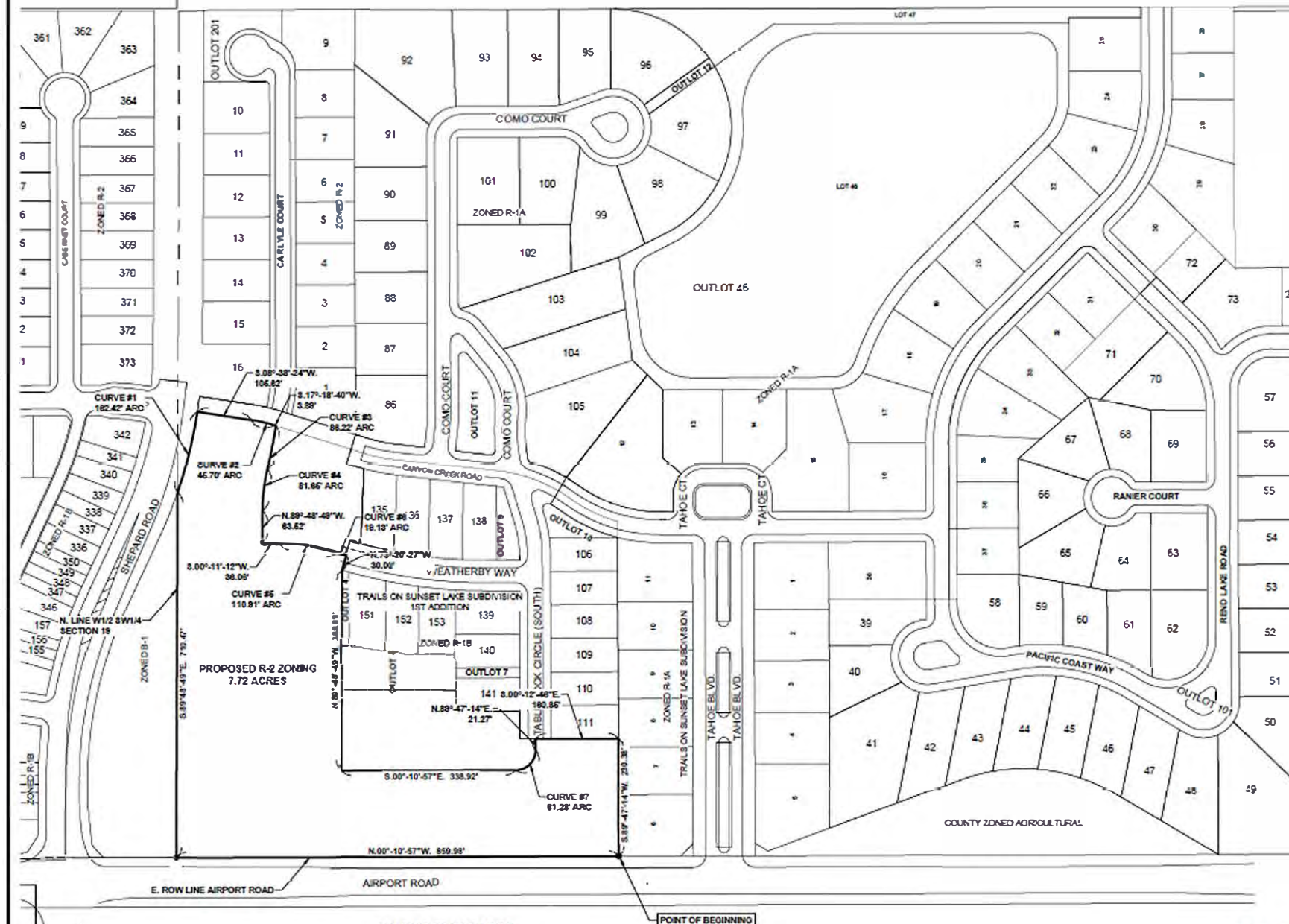
www.lybinc.com

Lewis, Yockey & Brown, Inc.
Consulting Engineers & Land Surveyors
Professional Design & Plan Registration #154.000006
505 North Main Street, Bloomington, Illinois
Ph. (309) 825-2552

**TRAILS ON SUNSET LAKE SUBDIVISION
ZONING EXHIBIT**

1

5123.021



A part of the NW¹4 of the SW¹4 of Sec. 19, Township 34 North, Range 7 East of the Third Principal Meridian, Town of Norwalk, McLean County, Illinois, more particularly described as follows: Beginning at the northwest corner of Lot 6 in Trails on Sunset Lake Subdivision according to the Plat thereof recorded as Document No. 3539-58-2 in the McLean County Recorder of Deeds Office, thence southeasterly along the easting line of said Lot 6 to the intersection of N.00°-10°57'-W. bearing S.88°-28'-E. on said Easting line of Algonk Road to the north line of the NW¹4 of the SW¹4 of Sec. 19, thence S.88°-48'-E. 14.98E. 710.47 feet on said north line of the NW¹4 of the SW¹4 of Sec. 19, thence southeasterly 162.42 feet on a north-tangential curve concave to the northeast having a central angle of 17°-21'-47", a radius of 898.00 feet and a chord of 162.29 feet bearing S.78°-10°-38"E. from the last described course; thence S.08°-38'-28"W. 116.62 feet, thence southeasterly 45.70 feet on a tangential curve concave to the northeast having a central angle of 08°-38'-28" and a chord of 302.00 feet and a chord of 45.66 feet bearing S.12°-48'-19"W. from the last described course; thence S.17°-18°-43"W. 3.89 feet, thence northwesterly 86.22 feet on a north-tangential curve concave to the northeast having a central angle of 04°-48'-29", a radius of 1053.00 feet and a chord of 86.19 feet bearing N.78°-47°-37"W. from the last described course; to a point of reverse curve; thence westerly 81.65 feet on a tangential curve having a central angle of 23°-14'-13" and a radius of 135.00 feet and a chord of 81.46 feet bearing N.83°-07°-51"W. from the chord of the last described arc; thence N.83°-07°-51"W. 63.52 feet, thence S.80°-11°-12"W. 36.06 feet, thence southeasterly 110.51 feet on a tangential curve concave to the west having a central angle of 17°-37°-04", a radius of 390.00 feet and a chord of 110.47 feet bearing S.79°-00°-47"W. from the last described course to a point of reverse curve; thence southeasterly 19.13 feet on a tangential curve concave to the west having a central angle of 03°-13'-13" and a radius of 39.00 feet and a chord of 19.13 feet bearing S.17°-14°-54"W. from the chord of the last described arc; to the centerline of Meadway Valley NW¹4 of Sec. 19 on the north line of Trails on Sunset Lake Subdivision 1st Addition recorded as Document No. 2131-30772 in the McLean County Recorder of Deeds Office; thence N.73°-30°-27"W. 30.00 feet to the northwest corner of Outlot A in said Trails on Sunset Lake Subdivision 1st Addition; thence N.59°-43°-49"W. 388.89 feet on the westerly extension of the north line of said Outlot A and Outlot B in said Trails on Sunset Lake Subdivision 1st Addition; thence southeasterly 39.93 feet to the northeast; thence southeasterly 61.23 feet on a tangential curve concave to the northeast having a central angle of 50°-31°-49", a radius of 39.93 feet and a chord of 55.17 feet bearing S.45°-11°-49"E. from the last described course; thence N.83°-47°-44"E. 21.27 feet to the centerline of Table Rock Creek right of way in said Trails on Sunset Lake Subdivision 1st Addition on the northerly extension of the west line of Lot 11 in said Trails on Sunset Lake Subdivision 1st Addition; thence S.03°-48'-14"W. 25.00 feet to the intersection of the easting line of said Lot 11; thence S.89°-47°-14"W. 230.38 feet to the Point of Beginning, comprising 7.72 acres, more or less, with assumed bearings given for assumption purposes only.

I, David P. Brown, Illinois Professional Land Surveyor No. 2725, do hereby certify that to the best of my knowledge and belief the plot shown hereon is an accurate representation of a zoning exhibit prepared under my direction based on documents of record.

08/01/2024
Date

David P. Brown
Illinois Professional Land Surveyor No. 2725
License Expires 11/30/2024



CURVE DATA CURVE #1	CURVE DATA CURVE #2	CURVE DATA CURVE #3	CURVE DATA CURVE #4	CURVE DATA CURVE #5	CURVE DATA CURVE #6	CURVE DATA CURVE #7
A = 10°21'-47"	A = 08°40'-18"	A = 04°41'-20"	A = 13°21'-58"	A = 17°33'-04"	A = 01°10'-43"	A = 90°01'-47"
R = 302.00'	R = 302.00'	R = 1063.00'	R = 350.00'	R = 360.00'	R = 350.00'	R = 38.00'
L = 155.42'	L = 155.42'	L = 352.22'	L = 51.05°19'	L = 115.05°19'	L = 131.21°36'	L = 131.21°36'
T = 81.43'	T = 22.90'	T = 43.13'	T = 50.00°00'	T = 50.00°00'	T = 5.57°00'	T = 3.00°00'
C = 1.55°20'30"	C = 4.05°00'	C = 8.05°19'	C = 51.05°49'	C = 115.05°49'	C = 19.13°00'	C = 5.55°17'
CB* = 5.12°58-19.30°W	CB* = 5.12°58-19.30°W	CB* = 8.75°47-33.75°W	CB* = 5.17°40-51°W	CB* = 5.09°40-43.5°W	CB* = 5.17°-1.64°W	CB* = 5.17°-1.64°W

EXHIBIT B

Sidewalk (shown in red) as described in the Fourth Amendment to Annexation Agreement, Sec. 3.1.:



Exhibit C

Combined Payment and Performance Bond

We _____, as Principal, and _____, as Surety, are held and firmly bound unto the Town of Normal ("Town") in the sum of \$ _____ lawful money of the United States, well and truly to be paid unto the Town for the payment of which we bind ourselves, our heirs, executors, administrators, successors, and assigns jointly to pay to the Town this sum under the conditions of this instrument.

WHEREAS, THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that the Principal has entered into a written contract with the Town for the construction of work on the contract to which this is attached, which contract is hereby referred to and made a part hereof, as if written herein at length, and whereby the Principal has promised and agreed to perform the work in accordance with the terms of the contract, and has promised to pay all sums of money due for any labor, materials, apparatus, fixtures, or machinery furnished to the Principal for the purpose of performing the work and has further agreed to pay all direct and indirect damages to any person, firm, company, or corporation suffered or sustained on account of the performance of the work during the time thereof and until the work is completed and accepted and any warranty period applicable thereto completed; and has further agreed that this bond shall inure to the benefit of any person, firm, company, or corporation, to whom any money may be due from the Principal, subcontractor or otherwise, for any such labor, materials, apparatus, fixtures, or machinery so furnished and that suit may be maintained on this bond by any such person, firm, company, or corporation for the recovery of any such money.

NOW, THEREFORE, if the Principal (i) performs the work in accordance with the terms of the contract, (ii) pays all sums of money due or to become due for any labor, materials, apparatus, fixtures, or machinery furnished to the Principal for the purpose of constructing the work, (iii) commences and completes the work within the time prescribed in the contract, (iv) pays and discharges all damages, direct and indirect, that may be suffered or sustained on account of the work during the time of the performance thereof and until the work shall have been accepted, and any warranty period applicable thereto completed, (v) holds the Town and its employees and agents as required in the contract on account of any such damages and (vi) in all respects, fully and faithfully complies with all the provisions, conditions, and requirements of the contract, then this obligation is void; otherwise this bond remain in full force and effect and, upon notice of the Principal's failure to perform, the Town may liquidate this bond to perform the work, and any person furnishing material or performing labor, either as an individual or as a subcontractor, has the right to sue on this bond in the name of the Town for its use and benefit.

The Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the contract or the Contract Documents accompanying the same or to the work to be performed thereunder shall, in any way, affect its obligations on this bond, and it hereby waives notice of any such change, extension of time, alteration, or addition to the terms of the contract or to the work or to the Contract Documents.

PROVIDED, FURTHER, that no final settlement between the Town and the Contractor shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

In addition, the Principal and Surety, jointly and severally, expressly guarantee that all services to be performed, all materials to be furnished, and all performance under the contract shall be fulfilled in accordance with all requirements of the contract and the Contract Documents. In addition, Principal and Surety, jointly and severally, expressly guarantee that in the event Town is required to enforce this bond in a court of law, the Town will be indemnified with respect to all court costs and reasonable attorneys' and witness that are related to the enforcement proceedings.

IN TESTIMONY WHEREOF, the Principal and the Surety have caused this instrument to be signed by their respective officers and their corporate seals to be hereunto affixed this _____ day of _____, 20_____.

PRINCIPAL: (Company Name)
(SEAL)
By: (Signature and Title)
SURETY: (Name)
(SEAL)
By: (Signature of Attorney-in-Fact)

STATE OF _____)
COUNTY OF _____)

I, _____, a Notary Public in and for the County and State, do hereby certify that _____ (*Insert name of individuals signing on behalf of PRINCIPAL and SURETY*) who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument on behalf of PRINCIPAL and SURETY, appeared before me this day in person and acknowledged respectively, that they signed, sealed, and delivered the instrument as their free and voluntary act for the uses and purposes therein set forth.

SUBSCRIBED and SWORN to before me this: ____ day of _____, 20____.

Notary Public

My commission expires: _____

Omnibus Vote

MINUTES OF A PUBLIC HEARING CONDUCTED IN THE COUNCIL CHAMBERS,
NORMAL CITY HALL, FOURTH FLOOR UPTOWN STATION, 11 UPTOWN CIRCLE,
NORMAL, MCLEAN COUNTY, ILLINOIS – MONDAY, OCTOBER 7, 2024 – THE
ANNEXATION AGREEMENT PERTAINING TO 36+/- ACRES AT THE NORTHWEST
CORNER OF TOWANDA AVENUE AND BEECH STREET (CARDEN SPRINGS PUD)

1. CALL TO ORDER:

Mayor Koos called the Public Hearing to order at 6:57 p.m., Monday, October 7, 2024.

2. ROLL CALL:

The Clerk called the roll with the following persons

PRESENT: Mayor Chris Koos, and Councilmembers Kevin McCarthy, Chemberly Harris, Andy Byars, Karyn Smith, Scott Preston, and Kathleen Lorenz, also present were City Manager Pamela Reece, Assistant City Manager Brian Day, Corporation Counsel Jason Querciagrossa, and Deputy Clerk Britni Williams.

ABSENT: Town Clerk Angie Huonker.

3. CERTIFICATE OF PUBLICATION:

There is on file in the office of the Town Clerk a Certificate of Publication from *The Normalite* dated September 19, 2024.

4. PURPOSE OF THE PUBLIC HEARING:

Mayor Chris Koos announced the purpose of the Public Hearing is to receive comments from the public regarding the Annexation Agreement Pertaining to 36+/- Acres at the Northwest Corner of Towanda Avenue and Beech Street (Carden Springs PUD).

Mayor Koos called for comments from the public.

Mayor Koos issued the second call for comments from the public.

Mayor Koos issued the third and final call for comments from the public.

5. ADJOURNMENT:

There being no public comment to come before the Council, Mayor Koos called for a Motion to Adjourn the Public Hearing.

MOTION:

Councilmember Harris moved, seconded by Councilmember McCarthy, the Public Hearing be adjourned.

AYES: Lorenz, Harris, Byars, Smith, Preston, McCarthy, Koos.

NAYS: None.

Motion declared carried.

Mayor Chris Koos adjourned the Public Hearing on the Annexation Agreement
Pertaining to 36 +/- Acres at the Northwest Corner of Towanda Avenue and Beech Street
(Carden Springs PUD) at 6:59 p.m., Monday, October 7, 2024.

MINUTES OF THE REGULAR MEETING OF THE NORMAL TOWN COUNCIL HELD IN THE COUNCIL CHAMBERS, NORMAL CITY HALL, FOURTH FLOOR UPTOWN STATION, 11 UPTOWN CIRCLE, NORMAL, MCLEAN COUNTY, ILLINOIS – MONDAY, OCTOBER 7, 2024.

1. CALL TO ORDER:

Mayor Koos called the Regular Meeting of the Normal Town Council to Order at 7:02 p.m., Monday, October 7, 2024.

2. ROLL CALL:

The Clerk called the roll with the following persons

PRESENT: Mayor Chris Koos and Councilmembers Kevin McCarthy, Scott Preston, Kathleen Lorenz, Andy Byars, Chamberly Harris, and Karyn Smith, also present were City Manager Pamela Reece, Assistant City Manager Brian Day, Corporation Counsel Jason Querciagrossa, and Deputy Clerk Britni Williams.

ABSENT: Town Clerk Angie Huonker

3. PLEDGE OF ALLEGIANCE:

Mayor Koos led the Pledge of Allegiance to the Flag.

4. PUBLIC COMMENT:

There was no Public Comment.

5. OMNIBUS VOTE AGENDA:

Mayor Koos read aloud the items to be considered by the Omnibus Vote Agenda.

A. APPROVAL OF THE MINUTES OF THE REGULAR COUNCIL MEETING OF SEPTEMBER 16, 2024

B. REPORT TO RECEIVE AND FILE TOWN OF NORMAL EXPENDITURES FOR PAYMENT AS OF OCTOBER 2, 2024

C. RESOLUTION TO ACCEPT WATER TREATMENT PLANT CHEMICAL BIDS FROM NOVEMBER 2024 THROUGH OCTOBER 2025: Resolution No. 6296

D. RESOLUTION TO ACCEPT BIDS AND AUTHORIZE A CONTRACT WITH STARK EXCAVATING, INC. FOR THE CONSTITUTION TRAIL DRAINAGE IMPROVEMENTS PROJECT IN THE AMOUNT OF \$110,900.50

E. RESOLUTION TO PURCHASE RIGHT OF WAY FOR SIDEWALK IMPROVEMENTS AT THE INTERSECTION OF FORT JESSE ROAD AND GREENBRIAR DRIVE: Resolution No. 6297

- F. RESOLUTION AMENDING THE EMPLOYMENT AGREEMENT OF THE MUNICIPAL MANAGER (PAMELA S. REECE): Resolution No. 6298
- G. RESOLUTION TO ACCEPT BIDS AND AWARD A CONTRACT TO CHAMPAIGN SIGNAL AND LIGHTING COMPANY, A DIVISION OF CHAMPAIGN ASPHALT COMPANY, LLC FOR THE RAAB ROAD FIBER OPTIC & TRAFFIC SIGNAL INTERCONNECT PROJECT IN THE AMOUNT OF \$992,554.50
- H. RESOLUTION WAIVING THE FORMAL BIDDING PROCESS AND ACCEPTING A QUOTE AND AUTHORIZING THE EXECUTION OF A 1-YEAR CONTRACT WITH FLOCK SAFETY FOR \$68,600 TO PURCHASE AUTOMATIC LICENSE PLATE READER CAMERAS, FLOCK SAFETY CAMERAS AND THE FLOCK OPERATING SYSTEM WITH FUNDS AWARDED THROUGH THE STATE OF ILLINOIS ATTORNEY GENERAL'S ORGANIZED RETAIL CRIME (ORC) GRANT: Resolution No. 6299
- I. RESOLUTION AUTHORIZING THE RENEWAL OF THE EMPLOYEE GROUP HEALTH, DENTAL, LIFE/AD&D, AND MEDICARE ADVANTAGE INSURANCE PROGRAM: Resolution No. 6300
- J. RESOLUTION AUTHORIZING AN AGREEMENT WITH LUMEN TECHNOLOGIES, INC. TO RELOCATE TELECOMMUNICATION FACILITIES FOR THE CONSTRUCTION OF THE UNDERPASS PROJECT AT UPTOWN STATION IN THE AMOUNT OF \$833,016.62
- K. RESOLUTION AUTHORIZING AN AGREEMENT WITH SPRINT COMMUNICATIONS COMPANY L.P., C/O COGENT COMMUNICATIONS, LLC TO RELOCATE TELECOMMUNICATIONS FACILITIES FOR THE CONSTRUCTION OF THE UNDERPASS PROJECT AT UPTOWN STATION IN THE AMOUNT OF \$1,048,388.56

MOTION:

Councilmember McCarthy moved, seconded by Councilmember Harris the Council Approval of the Omnibus Vote Agenda.

AYES: Lorenz, Harris, Byars, Smith, Preston, McCarthy, Koos.

NAYS: None.

Motion declared carried.

Items D and G were removed from the Omnibus Vote by Smith and Items J and K were removed from the Omnibus Vote by Lorenz.

Items A, B, C, E, F, H and I were approved by Omnibus Vote.

6. ITEMS REMOVED FROM OMNIBUS VOTE AGENDA:

RESOLUTION TO ACCEPT BIDS AND AUTHORIZE A CONTRACT WITH STARK
EXCAVATING, INC. FOR THE CONSTITUTION TRAIL DRAINAGE
IMPROVEMENTS PROJECT IN THE AMOUNT OF \$110,900.50: Resolution No.
6301

MOTION:

Councilmember Smith moved, seconded by Councilmember McCarthy, the Council Approval of a Resolution to Accept Bids and Authorize a Contract with Stark Excavating, Inc. for the Constitution Trail Drainage Improvements Project in the Amount of \$110,900.50.

AYES: Harris, Byars, Smith, Preston, McCarthy, Lorenz, Koos.

NAYS: None.

Motion declared carried.

Smith requested clarification on what to expect from the project and asked the City Manager to provide additional detail. Reece responded.

RESOLUTION TO ACCEPT BIDS AND AWARD A CONTRACT TO CHAMPAIGN
SIGNAL AND LIGHTING COMPANY, A DIVISION OF CHAMPAIGN ASPHALT
COMPANY, LLC FOR THE RAAB ROAD FIBER OPTIC & TRAFFIC SIGNAL
INTERCONNECT PROJECT IN THE AMOUNT OF \$992,554.50: Resolution No. 6302

MOTION:

Councilmember Smith moved, seconded by Councilmember Preston, the Council Approval of a Resolution to Accept Bids and Award a Contract to Champaign Signal and Lighting Company, A Division of Champaign Asphalt Company, LLC for the Raab Road Fiber Optic & Traffic Signal Interconnect Project in the Amount of \$992,554.50.

AYES: Byars, Smith, Preston, McCarthy, Lorenz, Harris, Koos.

NAYS: None.

Motion declared carried.

Smith requested clarification on the traffic signal interconnect with the Illinois Department of Transportation (IDOT). Reece responded.

RESOLUTION AUTHORIZING AN AGREEMENT WITH LUMEN
TECHNOLOGIES, INC. TO RELOCATE TELECOMMUNICATION FACILITIES
FOR THE CONSTRUCTION OF THE UNDERPASS PROJECT AT UPTOWN
STATION IN THE AMOUNT OF \$833,016.62: Resolution No. 6303

MOTION:

Councilmember Lorenz moved, seconded by Councilmember Preston, the Council Approval of a Resolution Authorizing an Agreement with Lumen Technologies, Inc. to Relocate Telecommunication Facilities for the Construction of the Underpass Project at Uptown Station in the Amount of \$833,016.62.

AYES: Smith, Preston, McCarthy, Lorenz, Harris, Byars, Koos.

NAYS: None.

Motion declared carried.

Lorenz asked whether this project was included in the total budgeted amount for the Underpass project. Reece confirmed the budget included funds for the relocation of utilities. Lorenz asked about the timeline of the Underpass project and its impact on traffic. Director of Public Works & Engineering Ryan Otto responded.

Koos asked about the potential overlap in contractor timelines. Otto responded.

RESOLUTION AUTHORIZING AN AGREEMENT WITH SPRINT COMMUNICATIONS COMPANY L.P., C/O COGENT COMMUNICATIONS, LLC TO RELOCATE TELECOMMUNICATION FACILITIES FOR THE CONSTRUCTION OF THE UNDERPASS PROJECT AT UPTOWN STATION IN THE AMOUNT OF \$1,048,388.56: Resolution No. 6304

MOTION:

Councilmember Lorenz moved, seconded by Councilmember Preston, the Council Approval of a Resolution Authorizing an Agreement with Sprint Communications Company L.P., C/O Cogent Communications, LLC to Relocate Telecommunication Facilities for the Construction of the Underpass Project at Uptown Station in the Amount of \$1,048,388.56.

AYES: Preston, McCarthy, Lorenz, Harris, Byars, Smith, Koos.

NAYS: None.

Motion declared carried.

Lorenz stated she has no further comment.

GENERAL ORDERS:

7. RESOLUTION AMENDING THE ANNEXATION AGREEMENT PERTAINING TO 36+/- ACRES AT THE NORTHWEST CORNER OF TOWANDA AVENUE AND BEECH STREET (CARDEN SPRINGS PUD): Resolution No. 6305

MOTION:

Councilmember McCarthy moved, seconded by Councilmember Harris, the Council Approval of a Resolution Amending the Annexation Agreement Pertaining to 36+/- Acres at the Northwest Corner of Towanda Avenue and Beech Street (Carden Springs PUD).

AYES: McCarthy, Lorenz, Harris, Byars, Smith, Preston, Koos.

NAYS: None.

Motion declared carried.

Reece provided an overview of the proposed amended annexation agreement and identified the performance requirements for the developer.

Smith asked about the purpose of the certificate of occupancy. Reece responded.

Preston highlighted the community's need for additional housing units and asked whether staff has explored alternative strategies to initiate housing developments. Reece responded.

McCarthy praised the performance requirements outlined in the amendment and requested their continued use.

Lorenz expressed her support for this development and advocated for a more proactive approach in offering assistance to developers to address the housing crisis. Lorenz questioned if there would be some relief for lower-priced rental housing. Reece responded.

Day stated that this plan was based on their market rate performance. Lorenz asked for their market rates. Reece responded.

McCarthy stated that he believes that increasing the total number of available units in the area will cause the market to respond and rent costs to decrease.

Koos stated that low-income projects follow a different process.

Lorenz stated that she wanted the Town to be proactive in attracting developers for housing at all income levels. Koos responded.

NEW BUSINESS:

There was no New Business.

PUBLIC COMMENTS:

Jean Olsen, 709 N. School Street, spoke on issues that have arisen at a short-term rental in her neighborhood.

Tom Collins, 709 N. School Street, voiced his concerns over a short-term rental in his neighborhood.

Reenie Bradley, Normal resident, spoke on issues related to the sporting events at One Normal Plaza and the gun firing that occurred over the weekend.

8. CONCERNS:

Harris responded to the comments regarding the recent shooting incidents.

McCarthy responded to the comments regarding the recent shooting incidents. McCarthy wished Byars luck in the Chicago Marathon.

Lorenz spoke on the homeless encampment in the Bloomington-Normal community.

Smith announced that construction at Fairview skate park is set to begin.

Koos addressed the recent shooting incidents and announced that a work session focused on gun violence and short-term rental regulations will take place on October 21.

9. ADJOURNMENT

There being no further business to come before the Council, Mayor Koos called for a Motion to Adjourn the Regular Meeting of the Normal Town Council.

MOTION:

Councilmember McCarthy moved, seconded by Councilmember Harris, the Council Accept a Motion to Adjourn the Regular Meeting of the Normal Town Council.

AYES: Lorenz, Harris, Byars, Smith, Preston, McCarthy, Koos.

NAYS: None.

Motion declared carried.

Mayor Koos adjourned the Regular Meeting of the Normal Town Council at 8:16 p.m., Monday, October 7, 2024.

MINUTES OF THE WORK SESSION OF THE NORMAL TOWN COUNCIL HELD IN THE COUNCIL CHAMBERS, NORMAL CITY HALL, FOURTH FLOOR UPTOWN STATION, 11 UPTOWN CIRCLE, NORMAL, MCLEAN COUNTY, ILLINOIS – WEDNESDAY, OCTOBER 16, 2024.

1. CALL TO ORDER:

Mayor Koos called the Work Session of the Normal Town Council to Order at 5:31 p.m., Wednesday, October 16, 2024.

2. ROLL CALL:

The Clerk called the roll with the following persons

PRESENT: Mayor Chris Koos and Councilmembers Kevin McCarthy, Chemberly Harris, Scott Preston, Karyn Smith, Andy Byars, and Kathleen Lorenz, also present were City Manager Pamela Reece, Assistant City Manager Jenny Keigher, Corporation Counsel Jason Querciagrossa, and Town Clerk Angie Huonker.

ABSENT: None.

Councilmember Scott Preston arrived at 5:35 p.m.

3. PUBLIC COMMENT:

There was no public comment.

4. PUBLIC SAFETY DISCUSSION:

Reece introduced Chief of Police Steve Petrilli.

Petrilli reviewed recent incidents in the community, discussing crowd dynamics and de-escalation tactics commonly available to police officers. Petrilli also discussed recent outreach to impacted neighborhoods and businesses.

Reece reviewed several small-scale incidents that had previously taken place in local parks. Reece noted that bringing stakeholders together to develop strategies to deal with these incidents is key to public safety, which is the most important thing.

Querciagrossa reviewed several items for consideration to assist in dealing with nuisance and mass gatherings, noting that staff would like regulatory recommendations from Council.

During discussion Councilmembers took time to ask questions and speak about the jurisdiction of student housing, compliant behavior scenarios, use of park shelters without proper permitting, neighborhood communications, and the structure of proposed penalties.

Additionally, Councilmembers discussed police professionalism and response, the ability to obtain earlier intelligence on promoters of the large gatherings, enforcement and fee structure of ordinance violations, the legal process to administer and collect ordinance violation fees, and the use of social media as evidence.

As Council wrapped up their discussion they spoke about the proposals affect on first amendment rights or protests, how local businesses may be able to recoup damages, and the possibility of imposing an even higher fee structure then what was proposed.

Reece addressed youth sporting events, the importance of partnering with its organizers, and the possibility of establishing a code of conduct for future events. Reece noted these issues would have to be addressed with a variety of stakeholders for possible solutions.

In closing, Koos noted the community has reached a tipping point, noting that the Town has to be careful determining how to move forward. Koos stated that stakeholders will be critical in assisting with our ability to be proactive and take strong action against these types of incidents.

5. ADJOURNMENT:

There being no further business to come before the Council, Mayor Koos called for a Motion to Adjourn the Work Session of the Normal Town Council.

MOTION:

Councilmember McCarthy moved, seconded by Councilmember Smith, the Council Approval of a Motion to Adjourn the Work Session of the Normal Town Council.

AYES: Lorenz, Byars, Smith, Harris, Preston, McCarthy, Koos

NAYS: None.

Motion declared carried.

Mayor Koos adjourned the Work Session of the Normal Town Council at 7:09 p.m., Wednesday, October 16, 2024.

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

General Fund

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CIT TRUCKS LLC	STOCK FILTERS	40.12
EAGLE AUTOMOTIVE	INVENTORY PARTS	1,332.97
EVERGREEN FS INC.	49000098 - UNLEADED 5000G	20,628.20
MUTUAL WHEEL CO	STOCK	741.19
RUSH TRUCK CENTERS OF ILLINOIS, INC	STOCK	47.70
TEVOERT AUTO REPAIR	STOCK	224.43
General Fund	- Total	23,014.61

General Fund Mayor & Council Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
KOOS, CHRIS	USCM FALL CONFERENCE REIM	2,769.23
General Fund	Mayor & Council Administration - Total	2,769.23

General Fund Administration - City Mgr Boards & Commissions

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CITY OF BLOOMINGTON	ANNUAL SISTER CITIES CONT	13,310.00
General Fund	Administration - City Mgr Boards & Commissions - Total	13,310.00

General Fund Administration - City Mgr General Expense Dept.

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
Butts-Largent Investment Group	BUTTSLARGENTGTP/JIMMY JOH	19.71
CITY OF BLOOMINGTON	F&B TAX PROCESSING FEES	3,639.00
FARNSWORTH GROUP	CREEKS BRANCH CONST TRL G	6,800.00
HT TRADING INC	HTTRADING/KOCHI SUSHI F&B	26.70
KURT'S AUTOBODY REPAIR SHOP INC	N81 REPAIR	2,170.89
MILLIMAN INC	GASB67/68-PD/FD PENSION F	21,395.00
PECKHAM GUYTON ALBERS & VIETS INC	CONSULTING SERVICES	5,451.00
WHITSITT & ASSOCIATES	APPRAISAL FEE	1,600.00
General Fund	Administration - City Mgr General Expense Dept. - Total	41,102.30

General Fund Administration - City Mgr Communications

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
PICTURE THIS DIGITAL MEDIA LLC	BILLBOARD ADS	466.20
PICTURE THIS DIGITAL MEDIA LLC	MAIN ST BILLBOARD	466.20
General Fund	Administration - City Mgr Communications - Total	932.40

General Fund Cultural Arts CDM

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CONSTELLATION NEW ENERGY-GAS	SEPT 24 UTILITIES	234.63

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CROCODILE CREEK	CDM STORE INVENTORY	751.00
CUMULUS BROADCASTING LLC	RADIO ADVERTISING	990.00
DIRECT ENERGY SERVICES LLC	JUL 24 UTILITIES	5,205.10
DISCOUNT SCHOOL SUPPLY	ACTIVITY RESOURCE	212.49
DJECO USE LLC	STORE INVENTORY	133.20
EMILY BOLLINGER PHOTO	EVENT PHOTOGRAPHY	250.00
ILLINOIS ART STATION	COLLAB FINAL PAYMENT	8,700.00
KRISTI COLLINS	INSTRUCTOR STIPEND	1,500.00
LITTLE ADVENTURES LLC	STORE INVENTORY	351.00
MAGNA-TILES	CDM STORE INVENTORY	726.27
MCLEAN CO CHAMBER OF COMMERCE	RECEPTION TICKET	55.00
MENARDS	BATTERIES, HARDWARE	58.94
MENARDS	FOAM INSULATION	190.38
MENARDS	OUTLET, CLEANING SUPPLY	67.43
MENARDS	PLASTIC SHEETING, FOAM	397.68
MENARDS	POLYURETHANE, PRIMER	133.56
MENARDS	PRIMER	49.98
MENARDS	SUPPLIES, HARDWARE	116.70
PANTAGRAPH	CULTURAL ARTS ADS SEP2024	869.10
PICTURE THIS DIGITAL MEDIA LLC	ADVERTISING	189.60
SCHOLASTIC INC	CDM STORE INVENTORY	826.00
U S TOY COMPANY INC	CDM STORE INVENTORY	648.60
WALMART COMMUNITY BRC	EDUCATION SUPPLIES	483.96
General Fund	Cultural Arts CDM - Total	23,140.62

General Fund Cultural Arts Theater

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
AMERENIP	JUL 24 UTILITIES	2,007.11
COLIN MCCONVILLE	PERFORMER PAYMENT	300.00
CONSTELLATION NEW ENERGY-GAS	SEPT 24 UTILITIES	686.18
CUMULUS BROADCASTING LLC	RADIO ADVERTISING	990.00
DELUXE ECHOSTAR LLC	FILM SHIPPING	175.00
DIRECT ENERGY SERVICES LLC	JUL 24 UTILITIES	2,212.24
DIRECT ENERGY SERVICES LLC	JUNE 2024 UTILITIES	2,411.99
GOLD MEDAL- CHICAGO	THEATER CONCESSIONS	743.74
MANHATTAN SHORT FILM FESTIVAL	FILM LICENSING	790.00
MUSIC BOX FILMS	FILM LICENSING	84.70
NEUHOFF FAMILY LIMITED PARTNERSHIP	ADVERTISING	888.36

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
PANTAGRAPH	CULTURAL ARTS ADS SEP2024	869.10
PARK CIRCUS, LLC	FILM LICENSING	250.00
PARK CIRCUS, LLC	FILM SHIPPING	778.10
PEPSI COLA GENERAL BOTTLERS	THEATER CONCESSIONS	429.94
PICTURE THIS DIGITAL MEDIA LLC	ADVERTISING	189.60
General Fund	Cultural Arts	Theater
- Total		13,806.06

General Fund Cultural Arts Community Events

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ABBY KARSEN	PERFORMANCE @ CONNIE LINK	50.00
B&J ELECTRIC INC	EVENT POWER SET UP RENTAL	300.00
B&J ELECTRIC INC	MEDICI EVENT	300.00
BRYAN FLICK	AUDIO TECH - SUGAR CREEK	1,500.00
GUITAR WORLD	SOUND RENTAL SUGAR CREEK	800.00
HANNAH RUSSELL / SOFT COUP	PERFORMANCE @ CONNIE LINK	250.00
LISA GOEKEN-GALLIART	PERFORMANCE @ CONNIE LINK	600.00
PHILIP COLAN	AUDIO TECH - CORN CIRCUS	200.00
PICTURE THIS DIGITAL MEDIA LLC	ADVERTISING	189.60
General Fund	Cultural Arts	Community Events
- Total		4,189.60

General Fund Town Clerk Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
Tierra Shickel	IML CONFERENCE-TS	49.25
General Fund	Town Clerk	Administration
- Total		49.25

General Fund Corporation Counsel Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ANCEL GLINK P.C,	SERVICES -HEARING OFFICER	218.75
INTEGRITY INVESTIGATION AGENCY LLC	PROCESS SERVICE (22)	990.00
JASON QUERCIAGROSSA	IMLA CONFERENCE 9/25-9/29	1,820.96
KEVIN SHEAHAN	IMLA CONFERENCE 9/25-9/29	799.08
MEYER CAPEL, A PROFESSIONAL CORP.	IMPOUNDMENT HEARINGS	156.25
General Fund	Corporation Counsel	Administration
- Total		3,985.04

General Fund Facilities Management Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
AMERENIP	JUL 24 UTILITIES	7,325.16
AUTOMATIC FIRE SPRINKLER, LLC	5 YR INSPECTION	2,282.00
AUTOMATIC FIRE SPRINKLER, LLC	5YR FIRE ALARM INSPECTION	935.00
AUTOMATIC FIRE SPRINKLER, LLC	5YR FIRE SYSTEM INSPECTIO	1,610.00

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
AUTOMATIC FIRE SPRINKLER, LLC	ANNUAL FIRE SUPPRESS INSP	675.00
AUTOMATIC FIRE SPRINKLER, LLC	ANNUAL FIRE SYSTEM INSPEC	675.00
AUTOMATIC FIRE SPRINKLER, LLC	ANNUAL FIRE SYSTEM TESTIN	3,735.00
AUTOMATIC FIRE SPRINKLER, LLC	ANNUAL INSPECTION	320.00
AUTOMATIC FIRE SPRINKLER, LLC	SPRINKLER REPAIRS	1,444.00
CINTAS CORPORATION	PD LOGO MATS	1,420.00
CONFIDENTIAL ON SITE	PAPER SHRED FD2	405.13
CONNOR CO	SHOP TOOLS	669.78
CONNOR CO	SHOWER STALL REPAIR	30.25
CONNOR CO	SINK REPAIR	216.69
CONNOR CO	TOILET REPAIR	16.63
CONNOR CO	WATER PIPE REPAIRS	34.18
CONSTELLATION NEW ENERGY-GAS	SEPT 24 UTILITIES	1,260.50
DIRECT ENERGY SERVICES LLC	JUL 24 UTILITIES	13,157.29
DIRECT ENERGY SERVICES LLC	JUNE 2024 UTILITIES	14.65
GRAINGER INC	HEATING UNIT REPAIR	230.38
GREAT LAKES ACE (FACILITIES)	DOOR REPAIR	17.98
GREAT LAKES ACE (FACILITIES)	DUCT SEALANT TAPE	10.99
GREAT LAKES ACE (FACILITIES)	ELECTRICAL REPAIR	5.98
GREAT LAKES ACE (FACILITIES)	ELECTRICAL REPAIRS	9.98
GREAT LAKES ACE (FACILITIES)	FASTENERS	5.07
GREAT LAKES ACE (FACILITIES)	FLAG BRACKET	21.99
GREAT LAKES ACE (FACILITIES)	MISC FASTENERS	8.45
GREAT LAKES ACE (FACILITIES)	MISC HARDWARE	6.76
GREAT LAKES ACE (FACILITIES)	PLUMBING REPAIRS	13.98
HEWN STUDIO PLLC	A&E SERVC-LOCKER/WELLN RM	31,240.20
JOHNSTONE SUPPLY/RELIABLE PRODUCTS	HVAC PART, CLAMP	85.80
JOHNSTONE SUPPLY/RELIABLE PRODUCTS	HVAC PART, FAN CONTROL	74.62
JOHNSTONE SUPPLY/RELIABLE PRODUCTS	SHOP TOOLS	103.68
KONE INC	I&T CARD READERS	1,560.43
LS MECHANICAL LLC	SERVER ROOM AC INSTALL	3,892.00
MENARDS	FLOORING REPAIR	11.75
MENARDS	SHOP ENTRANCE DOOR CLOSER	59.99
MENARDS	TOILET SEATS	74.07
METRONET HOLDINGS, LLC	BV SEP24 PHONE/INTERNET	220.13
SAFETY-KLEEN CORPORATION	RECYCLE PROGRAM	1,022.88

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
SECURITAS ELECTRONIC SECURITY,INC	FIRE MONITORING REPAIR	568.68
SECURITAS SECURITY SERVICES USA INC	GUARD SERVICE 9/13-9/19	1,815.80
SECURITAS SECURITY SERVICES USA INC	GUARD SERVICE 9/20-9/26	1,815.80
SECURITAS SECURITY SERVICES USA INC	GUARD SERVICE 9/27-10/3	1,815.80
SECURITAS SECURITY SERVICES USA INC	GUARD SERVICE 9/6-9/12	1,815.80
SHERWIN-WILLIAMS CO	PAINT TOUCH UPS	27.49
TOWN OF NORMAL-WATER FUND	305 PINE ST WATER	76.20
TRUE BLUE CAR WASH LLC	VEHICLE WASH	28.00
UNIFIRST FIRST AID AND SAFETY	AED BATTERIES	1,359.00
UNIFIRST FIRST AID AND SAFETY	AED PADS	1,859.58
UNIFIRST FIRST AID AND SAFETY	FIRST AID SUPPLIES	1,527.48
General Fund	Facilities Management Administration - Total	87,613.00

General Fund Finance Financial Services

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
LOOMIS FARGO & CO	MONTHLY PICK UP FEE	1,400.00
MIDLAND PAPER	CITY HALL PAPER	1,377.26
QUADIENT, INC.	POSTAGE METER RENTAL	165.00
QUILL CORPORATION	ENG OFFICE SUPPLY	131.52
QUILL CORPORATION	FIN OFFICE SUPPLIES	93.45
QUILL CORPORATION	HR OFFICE SUPPLY	272.19
QUILL CORPORATION	INSP OFFICE SUPPLY	60.45
QUILL CORPORATION	P&R OFFICE SUPPLY	373.03
General Fund	Finance Financial Services - Total	3,872.90

General Fund Finance College Ave Parking Deck

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
DIRECT ENERGY SERVICES LLC	JUL 24 UTILITIES	1,943.27
General Fund	Finance College Ave Parking Deck - Total	1,943.27

General Fund Innovation & Technology Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CIRBN, LLC	INTERNET TEST NETWORK	342.87
CIVICPLUS	GUARDIAN SECURITY	275.57
COMCAST CORPORATION	UPTOWN CABLE/WIFI-OCT 24	502.27
DELL MARKETING LP	MONITORS	817.32
DOCUSIGN, INC.	DOCUSIGN ANNUAL RENEWAL	6,670.00
LEXIS NEXIS (POLICE ONLY)	CRIME MAP SEPT 2024	275.63
MCLEAN CO INFORMATION SERVICES	LEAD - SEPTEMBER	95.68

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
MCLEAN CO INFORMATION SERVICES	LEAD- OCTOBER	95.68
MNJ TECHNOLOGIES DIRECT INC	TONER	455.22
NFRONT SECURITY	NFRONT LICENSE RENEWAL	594.75
PORCHLIGHT INSIGHTS LLC	WWC CONSULTING SERVICES	412.50
SCIENTEL SOLUTIONS LLC	NETWORK OPERATIONS CENTER	5,744.42
VERIZON CONNECT FLEET USA LLC	AVL SERVICE MONTHLY	1,820.38
VERIZON WIRELESS	MONTHLY MESSAGE BOARD-OCT	20.02
WATTS COPY SYSTEMS, INC.	METER READ 9/8 -10/7	992.43
General Fund	Innovation & Technology Administration - Total	19,114.74

General Fund Human Resources Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CARLE BROMENN MEDICAL CENTER	MASK FITS/HEP B	686.00
HEALTHCARE INTERACTIVE, INC.	WELLNESS PROGRAM	3,028.95
TELUS HEALTH (US) LTD.	EAP SERVICES	138.16
General Fund	Human Resources Administration - Total	3,853.11

General Fund Inspections Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
Barry Knox	BNOX REIMBURSEMENT IAEI	25.00
BOITNOTTS LAWN & LANDSCAPING	MOWING - 6 LAWNS	1,725.00
BRYAN BORNDER	DRAFTING SERVICES ZONING	2,150.00
Patrick Grover	PGROVER IAEI REIMBURSEMEN	25.00
RIDE ILLINOIS	NORMAL LCI SEMINAR	1,000.00
TRUE BLUE CAR WASH LLC	INSPEC. CAR WASHES SEP 24	21.00
General Fund	Inspections Administration - Total	4,946.00

General Fund Police Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ALL CITY MANAGEMENT SERVICES INC	CROSSING GUARD 9/9-9/21	5,694.55
B & B AWARDS AND RECOGNITION	NAMEPLATES	139.64
Cassius Crittendon	RECLAIM REIMB CRITTENDON	500.00
FEDEX	SHIPPING FEES - SEPT	33.50
FINALCOVER LLC	CASE GUARD 6MONTHS	2,593.00
KRUGER ANIMAL HOSPITAL	K9 CARE - GHOST	625.63
LAW ENFORCEMENT TARGETS INC	TARGETS	-799.60
MCLEAN CO SHERIFF'S DEPARTMENT	CENTRALIZED BOOKING SEP24	1,686.25
MCLEAN COUNTY TREASURER	CENTRALIZED COMM. OCT'24	84,941.66
MINERVA SPORTSWEAR	TURTLENECKS	312.00

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
MOTOROLA	WAVE BILLING OCT 2024	64.00
MUNICIPAL ELECTRONICS INC	RADAR REPAIRS	132.88
RAY O'HERRON CO INC	OUTER VEST PATCHES	287.76
Sarah Vitzthum	REIMB-VITZTHUM	39.15
SECTY OF STATE-MOTOR VEH DIV	REGISTRATION RENEWAL	151.00
STREICHER'S INC	OC	1,704.48
WIDMER INTERIORS	OFFICE CHAIRS	1,998.83
General Fund Police Administration - Total		100,104.73

General Fund Fire Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
AIR ONE EQUIPMENT INC.	BUNKER COAT & PANTS	5,960.00
AIR ONE EQUIPMENT INC.	HOSE NOZZLE	271.50
AIR ONE EQUIPMENT INC.	HOSE STRAP	140.00
AMERENIP	JUL 24 UTILITIES	2,774.67
Andrew Askew	SEARCH TECHNIQUES CHAMPAI	170.00
ARROWHEAD UPFITTERS, INC	POLARIS LIGHTBAR	612.76
AZ COMMERCIAL	HEADLIGHT	4.99
BOUND TREE MEDICAL LLC	ASPIRIN, SYRINGE, HANDLES	609.13
BOUND TREE MEDICAL LLC	IV SET, ENDO TUBE	431.12
BOUND TREE MEDICAL LLC	SIGMA SPECTRUM PWR ADAPTR	130.00
COMCAST CORPORATION	CABLE SERVICES STATION 3	20.00
Connor Smith	HAZMAT TRAINING CHAMPAIGN	238.00
Connor Smith	VMO TRAINING CHAMPAIGN IL	306.00
Dan Kosar	SEARCH TECHNIQUES CHAMPAI	170.00
DIRECT ENERGY SERVICES LLC	JUNE 2024 UTILITIES	0.81
FIRE APPARATUS & SUPPLY TEAM	E10 SENSOR SEAT	125.82
Jason Grieder	VMT TRAINING EFFINGHAM IL	374.00
KNO2 LLC	1YR SOFTWARE LICENSE	1,600.00
MCLEAN CO AREA EMS SYSTEM	CONTINUING ED CLASSES	1,000.00
MEDLINE INDUSTRIES INC	GLOVES, CERVICAL COLLAR	2,510.91
MILLER JANITOR SUPPLY	DISINFECTANT HAND CLEANER	521.20
Nathan Riordan	SEARCH TECHNIQUES CHAMPAI	170.00
NYBAKKE VACUUM SHOP INC	VACUUM REPAIR	193.93
RAY O'HERRON CO INC	BADGES	538.66
RAY O'HERRON CO INC	UNIFORM SHIRT PMARTIN	46.89
Seth Emmert	VMT TRAINING EFFINGHAM IL	374.00
STRYKER SALES CORPORATION	MEDICAL RESTRAINTS	354.56

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
TELEFLEX LLC	EZ-STABILIZER	109.50
TRINITY HOME MEDICAL EQUIPMENT	OXYGEN	126.00
ZOLL MEDICAL CORPORATION	CPR ELECTRODE PADZ	1,074.00
ZOLL MEDICAL CORPORATION	NEONATAL SENSORS	939.72
General Fund	Fire	Administration
- Total		21,898.17

General Fund Fire Prevention

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ALERT-ALL CORPORATION	SAFETY KITS, BANDS, PENS	3,180.00
General Fund	Fire	Prevention
- Total		3,180.00

General Fund Public Works Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
AMERENIP	JUL 24 UTILITIES	1,637.49
CARDINAL INFRASTRUCTURE LLC	PROF SERVICES FED FUNDING	4,400.00
DIRECT ENERGY SERVICES LLC	JUL 24 UTILITIES	1,625.48
DIRECT ENERGY SERVICES LLC	JUNE 2024 UTILITIES	1,869.55
General Fund	Public Works	Administration
- Total		9,532.52

General Fund Public Works Fleet Maintenance

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ADVANCE AUTO PARTS	BATTERY	225.10
ADVANCE AUTO PARTS	GAS CAP	15.34
ADVANCE AUTO PARTS	SHOP SUPPLIES	32.16
ADVANCE AUTO PARTS	SHOP SUPPLY	9.64
ADVANCE AUTO PARTS	SOLENOID	61.41
ALEXIS FIRE EQUIPMENT COMP.	STRUT	1,272.20
AZ COMMERCIAL	CREDIT - RETURN PARTS	-34.48
AZ COMMERCIAL	SHOP SUPPLIES	29.07
AZ COMMERCIAL	WIPER BLADES	34.48
BOBCAT OF BLOOMINGTON	BOBCAT BROOM REPAIRS	594.15
CINTAS CORPORATION	UNIFORM RENTAL	122.02
CIT TRUCKS LLC	HUB CAP	60.45
CIT TRUCKS LLC	LIGHT	53.30
CIT TRUCKS LLC	MAINTENANCE ENG10	72.27
CIT TRUCKS LLC	OIL COOLER	302.43
CIT TRUCKS LLC	REPAIR A18	532.86
CIT TRUCKS LLC	REPAIR ENG10	610.05
CIT TRUCKS LLC	REPAIRS ON ENG13	21,224.48

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CIT TRUCKS LLC	TUBE	174.42
CIT TRUCKS LLC	TURBO VALVE KIT	265.49
DON OWEN TIRE SERVICE	BALANCE TIRES - AMBULANCE	160.32
EAGLE AUTOMOTIVE	CORE CHARGE	87.00
EAGLE AUTOMOTIVE	FILTER	5.05
EAGLE AUTOMOTIVE	FORD CV AXLE	110.95
JOE'S TOWING & RECOVERY	HEAVY DUTY TOWING (A21)	292.50
KEY EQUIPMENT & SUPPLY CO	JOYSTICK	1,750.58
KEY EQUIPMENT & SUPPLY CO	REPLACE JOYSTICK	1,848.96
LINDE GAS & EQUIPMENT INC.	TANK RENTAL	251.92
MACQUEEN EQUIPMENT, LLC	ENGINE 12 PARTS	296.93
MARTIN EQUIPMENT OF IL INC	FILTERS	570.24
MUTUAL WHEEL CO	CORE CHARGE	5.00
NORTHERN TOOL & EQUIPMENT	CYLINDER CART	696.68
OLD DOMINION BRUSH	LEAF MACHINE PARTS	13,568.34
PRAIRIE SIGNS INC	TOWN LOGO DECALS	1,140.00
RUSH TRUCK CENTERS OF ILLINOIS, INC	FUEL LINE	110.97
RUSH TRUCK CENTERS OF ILLINOIS, INC	GASKET	15.21
RUSH TRUCK CENTERS OF ILLINOIS, INC	IPR VALVE	404.67
RUSH TRUCK CENTERS OF ILLINOIS, INC	NAVISTAR SOFTWARE	518.00
RUSH TRUCK CENTERS OF ILLINOIS, INC	S17 CAC HOT SIDE	853.81
RUSH TRUCK CENTERS OF ILLINOIS, INC	WATER PUMP ASSEMBLY	295.92
SAM LEMAN FORD BLOOMINGTON	CUT/PROGRAM KEY E7	302.93
SAM LEMAN FORD BLOOMINGTON	SHOCK	116.18
SAM LEMAN FORD BLOOMINGTON	TUBE ASSEMBLY	177.98
STEPHENS AUTO GLASS	WINDSHIELD REPAIR	75.00
TERMINAL SUPPLY CO	ALL PURPOSE TAPE	96.18
TERMINAL SUPPLY CO	SHOP SUPPLIES	174.95
WHERRY MACHINE & WELDING INC	HYD OIL RINGS	36.72
General Fund	Public Works	Fleet Maintenance
- Total		49,619.83

General Fund Public Works Streets

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ACE HARDWARE (CLOSED)	EYE SCREWS	-2.59
ACE HARDWARE (CLOSED)	FASTENERS	-49.80
ACE HARDWARE (CLOSED)	SOAP	-9.98
ACE HARDWARE (CLOSED)	TUBE STRAP, SHUTOFF HOSE	-41.14
AMERENIP	JUL 24 UTILITIES	17,186.88

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
BILL'S KEY & LOCK SHOP	5 KEYS	21.85
BRADFORD SUPPLY CO	CALCIUM TANK PARTS	3,207.77
CASEY'S GARDEN SHOP INC	FLOWERS	142.83
CASEY'S GARDEN SHOP INC	PLANTS	247.58
CASEY'S GARDEN SHOP INC	SHOP FLOWERS	71.64
CHAMPAIGN SIGNAL & LIGHTING CO.	MAINTENANCE BILLING JUN24	28,864.92
CITY OF BLOOMINGTON	TRAFFIC SIGNAL MAINT Q2	742.42
DIAMOND VOGEL PAINT	PAINT BEADS	4,300.00
DIRECT ENERGY SERVICES LLC	JUL 24 UTILITIES	5,543.42
DIRECT ENERGY SERVICES LLC	JUNE 2024 UTILITIES	5,249.99
Eric Perry	CLOTHING REIMBURSEMENT -	84.98
GREAT LAKES ACE (PUBLIC WORKS)	CREDIT: RETURN FASTENERS	-49.80
GREAT LAKES ACE (PUBLIC WORKS)	EYE SCREWS	2.59
GREAT LAKES ACE (PUBLIC WORKS)	FASTENERS	49.80
GREAT LAKES ACE (PUBLIC WORKS)	SOAP	9.98
GREAT LAKES ACE (PUBLIC WORKS)	TUBE STRAP, SHUTOFF HOSE	41.14
INTERSTATE ALL BATTERY CENTER	BATTERY MINDER	96.70
MATHIS KELLY CONSTRUCTION	1/2 DAY BUGGY RENTAL	100.00
MATHIS KELLY CONSTRUCTION	BLADES, CLEANER	604.04
MATHIS KELLY CONSTRUCTION	BRIDGE DECK SEALANT	2,198.00
MATHIS KELLY CONSTRUCTION	TIE WIRE, SAFETY GLASSES	575.72
MCLEAN COUNTY ASPHALT	BITUMINOUS SURFACE	664.24
MCLEAN COUNTY ASPHALT	COLD MIX ASPHALT	273.36
MENARDS	BATTERIES, TAPE, MASKS	309.87
MENARDS	BUCKET, NITRILE GLOVES	81.22
MENARDS	CAUTION TAPE, BOLTS	61.25
MENARDS	GARDEN STAKES	25.96
MENARDS	HOSE	84.98
MENARDS	MISC. TOOLS	124.41
MENARDS	SOLAR LIGHT	79.96
MENARDS	SPRAY PAINT, PRIMER	47.88
MENARDS	SPRAYER	14.97
MENARDS	WHITE MARKING PAINT	23.97
MIDWEST CONSTRUCTION RENTALS	EVAPORATION RETARDANT	56.40
MORRIS AVENUE GARAGE	IDOT INSPECTION S18	40.00
MORRIS AVENUE GARAGE	IDOT INSPECTION S19	40.00
MORRIS AVENUE GARAGE	IDOT INSPECTION S20	40.00
MOUNCE AUTOMOTIVE	IDOT INSPECTION S17	45.00

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
MUTUAL WHEEL CO	PARTS	395.01
PRAIRIE MATERIAL SALES INC	CONCRETE COTTAGE/HOVEY	226.68
RED WING SHOE STORE	T.DAVIS WORK BOOTS	150.00
TRAFFIC SIGN STORE	NO PARKING SIGNS	1,140.00
TRAFFIC SIGN STORE	SIGN LETTERS	13.50
TRAFFIC SIGN STORE	STREET NAME SIGNS	95.00
TRAFFIC SIGN STORE	STREET SIGNS	155.00
TRAFFIC SIGN STORE	TRAFFIC CONES	1,554.60
TRAFFIC SIGN STORE	TUBE TOP, TUBE ANCHOR	4,613.10
TRUE BLUE CAR WASH LLC	PW CAR WASHES SEP'24	7.00
ULINE INC	CABINET DOORS	2,738.96
General Fund	Public Works	Streets
- Total		82,291.26

General Fund Public Works Waste Removal

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
BLUE BEACON INC	PW TRUCK WASHES	242.50
GREAT LAKES ACE (PUBLIC WORKS)	BUNGEE CORD	21.99
HENSON DISPOSAL INC	RECYCLING 9/16-9/30	6,521.93
MOUNCE AUTOMOTIVE	IDOT INSPECTION A18	44.00
MOUNCE AUTOMOTIVE	IDOT INSPECTION A20	67.00
MOUNCE AUTOMOTIVE	IDOT STICKER TRUCK A18	1.00
PRAIRIE SIGNS INC	RECYCLE DECALS	360.00
TRUE BLUE CAR WASH LLC	PW CAR WASHES SEP'24	21.00
WASTEQUIP LLC	DUMPSTERS	15,023.84
General Fund	Public Works	Waste Removal
- Total		22,303.26

General Fund Engineering Engineering Services

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
MIDWEST ENGINEERING AND TESTING INC	COLLEGE AVE IMPROVEMENTS	9,352.50
MIDWEST ENGINEERING AND TESTING INC	COLLEGE AVE SEWER	3,955.00
MIDWEST ENGINEERING AND TESTING INC	ENTERPRISE DR EXT TESTING	1,660.00
MIDWEST ENGINEERING AND TESTING INC	FT JESSE INTERSECTION IMP	3,692.50
MIDWEST ENGINEERING AND TESTING INC	KERRICK&MAIN ST IMPROVEME	162.50
TRUE BLUE CAR WASH LLC	ENG. CAR WASHES SEP 24	56.00
General Fund	Engineering	Engineering Services
- Total		18,878.50

General Fund Parks & Recreation Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
BEST VERSION MEDIA LLC	WIN/SPR ACTIVITY GUIDES	975.40

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CUMULUS BROADCASTING LLC	HAUNTED TRAIL RADIO ADS	990.00
F & G BROADCASTING INC	IRONWOOD GOLF ADS	180.00
GEIGER BROS	AQUATIC KEY TAGS	1,914.57
IL PARK & RECREATION ASSOC	ANNUAL MEMBERSHIP DUES	1,960.00
ILLINOIS STATE UNIVERSITY	SLOW DOWN BIKE SIGNS	274.37
PANTAGRAPH	HAUNTED TRL VOLUNTEER ADS	716.25
PICTURE THIS DIGITAL MEDIA LLC	HAUNTED TRAIL BILLBOARDS	466.20
PRAIRIE SIGNS INC	ADOPT-A-PARK SIGNS	150.00
General Fund	Parks & Recreation Administration - Total	7,626.79

General Fund Parks & Recreation Parks Maintenance

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ACE HARDWARE (CLOSED)	ANCHORS-BATTING CAGE	-4.08
ACE HARDWARE (CLOSED)	CAULK - ALLERS SHELTER	-6.99
ACE HARDWARE (CLOSED)	CAULK, CAULK GUN	-20.97
ACE HARDWARE (CLOSED)	CHAMPION SUPPLIES	-40.57
ACE HARDWARE (CLOSED)	HOSE FITTING	-4.59
ACE HARDWARE (CLOSED)	HOSE REPAIR	-17.94
ACE HARDWARE (CLOSED)	IRRIGATION REPAIR ANDERSON	-21.95
ACE HARDWARE (CLOSED)	UNDERWOOD WATER FOUNTAIN	-14.64
ACE HARDWARE (CLOSED)	WASP KILLER -CHAMPION	-22.36
AMERENIP	JUL 24 UTILITIES	1,000.02
CNH CAPITAL / BIRKEY'S FARM STORE	CASE TRACTOR REPAIR	2,008.04
CONSTELLATION NEW ENERGY-GAS	SEPT 24 UTILITIES	291.07
DARNALL CONCRETE	GARBAGE CAN PADS	54.00
DARNALL CONCRETE	RETURN-EXTRA WALL BLOCK	-3,154.00
DARNALL CONCRETE	UNDERWOOD PICKLEBALL WALL	6,658.00
DARNALL CONCRETE	UNDERWOOD RETAINING WALL	3,590.00
DARNALL CONCRETE	UPTOWN CHRONOLOG INSTALL	18.00
DIRECT ENERGY SERVICES LLC	JUL 24 UTILITIES	619.31
DIRECT ENERGY SERVICES LLC	JUNE 2024 UTILITIES	502.95
GREAT LAKES ACE (PARKS & REC)	ALLERS CHRONOLOG SIGN	7.98
GREAT LAKES ACE (PARKS & REC)	BARN TOOL/SUPPLY	23.99
GREAT LAKES ACE (PARKS & REC)	CAUTION TAPE	27.98
GREAT LAKES ACE (PARKS & REC)	HARDWARE CHRONOLOG SIGN	2.70
GREAT LAKES ACE (PARKS & REC)	HARDWARE-CHRONOLOG SIGN	10.98
HERITAGE MACHINE & WELDING INC	R101 TRANSFER FUEL TANK	120.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/1NORMAL PLZ B	96.00

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ILLINOIS PORTABLE TOILETS	PORTA RENT/BRANDER SHLTR	253.50
ILLINOIS PORTABLE TOILETS	PORTA RENT/CARDEN PARK	96.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/E DET BASIN	66.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/FELL HRSHOE CT	66.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/FV BALLFIELD	96.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/FV SKATE PARK	66.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/IESA TOURNEY	550.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/IRONWOOD GOLF	198.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/IW B-DIAMOND	66.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/IW PICNIC SHLT	96.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/KELLY DET BASI	66.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/MAXWELL DOG PK	66.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/MLK PARK	66.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/OAK ST BALL DI	66.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/ONP FB FIELD	132.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/ONP SHELTER	96.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/ROSA PARKS TRL	477.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/SAVANNAH PARK	96.00
ILLINOIS PORTABLE TOILETS	PORTA RENT/SUGAR CREEK	1,270.00
ILLINOIS STANDARD PARTS INC	BARN SUPPLIES-MRKNG PAINT	646.02
ILLINOIS STANDARD PARTS INC	CHAMPION SUPPLIES-BOLTS,	246.40
ILLINOIS STANDARD PARTS INC	SHOP SUPPLIES-MRKG PAINT	651.88
JOHNSON,CLINT	CDL RENEWAL	30.00
LINDE GAS & EQUIPMENT INC.	FV SKATE PARK DEMO	764.45
LKM MOWING & LANDSCAPING	HERBICIDE APPLICATION	3,210.50
MARTIN TRACTOR INC	JD GATOR REPAIR PARTS	6.88
MARTIN TRACTOR INC	JDEERE GATOR PARTS	74.02
MARTIN TRACTOR INC	RETURNED PARTS	-74.02
MATHIS KELLY CONSTRUCTION	CELL PHONE SIGNS	23.02
MCLEAN COUNTY ASPHALT	ALLERS SHELTER PAVERS	17,358.00
MCLEAN COUNTY ASPHALT	CONCRETE ROCKS	867.90
MCLEAN COUNTY ASPHALT	FOUNTAIN DRAIN ROCKS	238.42
MCLEAN COUNTY ASPHALT	ROCK-UNDERWOOD PBALL WALL	609.57
MCLEAN COUNTY ASPHALT	UNDERWOOD PICKLEBALL WALL	372.64
MENARDS	BARRICADE FENCING	88.96
MENARDS	CHAMPION PAPER PLATES	4.20
MENARDS	CONCRETE MIX	57.33
MENARDS	DRILL BIT SET	85.55

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
MENARDS	ELECTRICAL FUSE PULLER	17.58
MENARDS	JANITORIAL SUPPLIES	13.94
MENARDS	LUMBER/SCREWS-UNDERWOOD	68.44
MENARDS	PICKLEBALL SIGN INSTALL	26.16
MENARDS	PICNIC TABLE BOARDS	121.20
MENARDS	PLUMBING FITTINGS-CHAMPIO	56.69
MENARDS	PLUMBING-UNDERWOOD PBALL	141.94
MENARDS	ROOFING SUPPLIES	27.94
MENARDS	ROOFING TOOLS/SUPPLIES	129.68
MENARDS	SAFETY CABINET SUPPLIES	45.73
MENARDS	SKATE PARK DEMO SAFETY	19.96
MENARDS	STAINING SUPPLIES	23.62
MENARDS	TRAIL SIGN INSTALL	25.95
MENARDS	UNDERWOOD PICKLEBALL PART	205.94
MIDWEST CONSTRUCTION RENTALS	EXPANSION JOINT FOAM	45.90
MIDWEST EQUIPMENT II	SAFETY GLASSES	21.95
MILLER JANITOR SUPPLY	TOILET PAPER-CHAMPION	174.70
RICHARDS BUILDING SUPPLY COMPANY	ISSCS ROOFING SUPPLIES	4,860.99
SHAVER,BRIAN	TREE REBATE	60.00
SPRINGFIELD ELECTRIC CO	NIGHT LIGHTS	344.81
T J BLAKENEY, INC.	TREE REMOVAL@500 N LINDEN	3,200.00
ULINE INC	BARN STORAGE SHELF UNIT	1,311.42
ULINE INC	SAFETY GLOVES, RESPIRATOR	1,576.44
WATER PRODUCTS CO OF ILLINOIS	UNDERWOOD FOUNTAIN PARTS	626.48
General Fund Parks & Recreation Parks Maintenance - Total		54,020.61

General Fund Parks & Recreation Rec.- Before/After School

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ILLINOIS CENTRAL SCHOOL BUS	FIELD TRIP BUS	378.42
General Fund Parks & Recreation Rec.- Before/After School - Total		378.42

General Fund Parks & Recreation Tournament

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
PRAIRIELAND GOLF CARS LLC	IESA TOURNAMENT CART RENT	475.00
General Fund Parks & Recreation Tournament - Total		475.00

General Fund Parks & Recreation Aquatics

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ACE HARDWARE (CLOSED)	FILTER CLEANER FFAC	-66.94

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<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
AIRGAS USA, LLC.	FFAC CO2 RENTAL TANKS	363.81
CONSTELLATION NEW ENERGY-GAS	SEPT 24 UTILITIES	173.97
DIRECT ENERGY SERVICES LLC	JUL 24 UTILITIES	10,000.20
General Fund Parks & Recreation Aquatics	- Total	10,471.04

General Fund Parks & Recreation Golf Course

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
COMCAST CORPORATION	IRONWOOD CABLE SERVICE	108.95
CONSTELLATION NEW ENERGY-GAS	SEPT 24 UTILITIES	73.12
E-Z-GO	KEY SWITCH	131.54
E-Z-GO	WHEELS	1,309.81
E-Z-GO	WHEELS - CREDIT	-867.01
General Fund Parks & Recreation Golf Course	- Total	756.41

General Fund Parks & Recreation Golf Course Maintenance

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ARTHUR CLESEN INC	IRRIGATION PARTS	458.81
CONSTELLATION NEW ENERGY-GAS	SEPT 24 UTILITIES	76.32
E-Z-GO	GOLF CART SERVICE	180.00
MENARDS	LUMBER	146.74
MTI DISTRIBUTING INC	SHIMS-FAIRWAY MOWER	46.91
SAFETY-KLEEN CORPORATION	WASHER SERVICE PARTS	237.49
General Fund Parks & Recreation Golf Course Maintenance	- Total	1,146.27

General Fund Parks & Recreation Recreation/Youth Programs

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CIRQUEMANIA LLC	8/28-10/2/24 CIRCUS ART	1,530.00
General Fund Parks & Recreation Recreation/Youth Programs	- Total	1,530.00

General Fund Parks & Recreation Recreation/Youth Sports

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
BLOOMINGTON NORMAL WARRIORS LACROSS	LACROSSE 101	637.50
General Fund Parks & Recreation Recreation/Youth Sports	- Total	637.50

General Fund Parks & Recreation Recreation/Special Events

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
GREAT LAKES ACE (PARKS & REC)	HAUNTED TRAIL SUPPLIES	140.28
ILLINOIS STATE UNIVERSITY	OCR SIGNS	115.86
ITS RACE TIME INC	RACE TIMING	900.00

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
MENARDS	HAUNTED TRAIL SUPPLIES	179.65
MENARDS	SCENE SUPPLIES	68.22
General Fund	Parks & Recreation	Recreation/Special Events - Total
		1,404.01

General Fund Parks & Recreation Community Activity Center

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CONSTELLATION NEW ENERGY-GAS	SEPT 24 UTILITIES	806.66
DIRECT ENERGY SERVICES LLC	JUNE 2024 UTILITIES	2,278.28
General Fund	Parks & Recreation	Community Activity Center - Total
		3,084.94

General Fund Concessions Recreation

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
COSGROVE DISTRIBUTORS, INC.	CONCESSIONS INVENTORY	1,210.61
GOLD MEDAL- CHICAGO	CHAMPION FLD CONCESSIONS	1,884.65
GOLD MEDAL- CHICAGO	CONCESSIONS INVENTORY	1,124.35
KOLDAIRE EQUIPMENT COMPANY	CONCESSIONS SUPPLIES	168.00
PEPSI COLA GENERAL BOTTLERS	CONCESSIONS INVENTORY	648.14
General Fund	Concessions	Recreation - Total
		5,035.75

General Fund Concessions Golf Course

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
AVANTI'S ITALIAN RESTAURANT	FOOD FOR IRONWOOD	1,484.75
CITY BEVERAGE LLC	IRONWOOD BEVERAGES	322.45
DENNY'S DOUGHNUTS & BAKERY	IRONWOOD CONCESSIONS	267.00
KOZOL BROS-SOUTH	IRONWOOD BEVERAGES	374.20
PEPSI COLA GENERAL BOTTLERS	IRONWOOD BEVERAGES	494.88
General Fund	Concessions	Golf Course - Total
		2,943.28

Motor Fuel Tax Fund Public Works Motor Fuel Tax

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
HUTCHISON ENGINEERING, INC.	GREGORYST TRAIL EXTENSION	28,946.35
ROWE CONSTRUCTION	2024 MFT STREET RESURFACE	218,364.25
TREASURER, STATE OF ILLINOIS	W COLLEGE AVE CONSTRUCTIO	130,255.73
Motor Fuel Tax Fund	Public Works	Motor Fuel Tax - Total
		377,566.33

Library Fund Library Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
AMERENIP	JUL 24 UTILITIES	1,184.69
BAKER & TAYLOR COMPANIES	ADULT BOOKS	1,877.13
BAKER & TAYLOR COMPANIES	CHILDREN'S BOOKS	1,618.75

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
BAKER & TAYLOR COMPANIES	YOUNG ADULT BOOKS	525.62
BAKER & TAYLOR CONTINUATION	REFERENCE BOOKS	127.79
CENGAGE LEARNING INC	ADULT BOOKS	772.29
CENTER POINT LARGE PRINT	ADULT BOOKS	196.56
DIRECT ENERGY SERVICES LLC	JUL 24 UTILITIES	2,228.02
DIVERSIFIED MECHANICAL INC	HVAC QRTLY MAINT	712.10
ILLINOIS LIBRARY ASSOCIATION	24 ILA ANNUAL CONF	275.00
KAEB SANITARY SUPPLY INC	VACUUM CHARGER	121.97
KANOPY INC	DIGITAL CONTENT	260.00
Laura Wilson	REIMB./LAURA W. CONFERENC	428.95
MENARDS	BOW SAW, Q-TIPS	10.97
MIDWEST TAPE	DIGITAL CONTENT	7,225.62
OVERDRIVE, INC	DIGITAL CONTENT	161.63
PROQUEST INFORMATION & LEARNING	PUBLIC ACCESS SOFTWARE	3,914.33
RON SMITH PRINTING CO INC	OCT ACTIVITY GUIDE	385.00
UNIQUE MANAGEMENT SERVICES INC	SEPT PLACEMENTS	32.25
VERIZON WIRELESS	CELLPHONE AUG29-SEP28	247.25
WATTS COPY SYSTEMS, INC.	PUBLIC PRINTS	217.22
Library Fund Library Administration - Total		22,523.14

Library Special Reserve Library Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
BROEREN RUSSO BUILDERS, INC.	P#21037 ABATEMENT/RENOVAT	277,965.70
Library Special Reserve Library Administration - Total		277,965.70

Community Development Fd Community Development Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
AMERECO INCORPORATED	2024-APP046 SCOPE OF WORK	625.00
J G STEWART CONTRACTORS INC	2024 SIDEWALK/ADA IMPROVE	10,648.80
Community Development Fd Community Development Administration - Total		11,273.80

Underpass Fund Other-Capital Investment Capital Investment

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
AMEREN ILLINOIS COMPANY	UNDERPASS ELEC. RELOCATE	45,430.83
WSP USA INC	PHASE I ENGINEERING SERVS	4,945.73
Underpass Fund Other-Capital Investment Capital Investment - Total		50,376.56

American Recovery Plan Finance Financial Services

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
FARNSWORTH GROUP	SAVANNAHGRN STREET/ALLEYS	40,626.25

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
American Recovery Plan Finance	Financial Services - Total	40,626.25

Capital Investment Fund Other-Capital Investment Capital Investment

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
J SPENCER CONSTRUCTION LLC	UPTOWN SECURITY/STAIR TOW	53,168.04
PRAIRIE MATERIAL SALES INC	SAVANNAH PLYGRND FOOTERS	633.05
Capital Investment Fund Other-Capital Investment Capital Investment	- Total	53,801.09

Roadway Fund Engineering Public Benefit

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
J G STEWART CONTRACTORS INC	2024 SIDEWALK/ADA IMPROVE	139,175.85
Roadway Fund Engineering Public Benefit	- Total	139,175.85

Roadway Fund Engineering Road & Bridge

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
HUTCHISON ENGINEERING, INC.	2024 BRIDGE REPAIRS&REHAB	5,059.00
Roadway Fund Engineering Road & Bridge	- Total	5,059.00

Water Fund

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
APARTMENT MART	REFUND/1815 PARKWAY CT 4	10.10
BJ ARMSTRONG	REFUND/610 WILDBERRY DR	10.12
BLUE, MATTHEW & MELYNDA	REFUND/1202 RUSSELL ST	6.21
CORE 3	REFUND/116 W CYPRESS ST	53.20
CORE 3	REFUND/1608 BEECH	167.16
ELAN KUNARAVEL, ARUN RAJ	REFUND/331 FIELDCREST	80.21
ELTAYEB, OMER	REFUND/15 CONERY CIR	23.32
HARRISON, NORA	REFUND/1106 FRANKLIN	89.62
WATER PRODUCTS CO OF ILLINOIS	2 HOLE ARCH CURB BOX	1,033.12
YOUNG AMERICA	REFUND/107 N MAPLE ST 2	23.32
YOUNG AMERICA	REFUND/1740 PUTNAM AVE 3	21.20
Water Fund	- Total	1,517.58

Water Fund Water Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CIRBN, LLC	SUBSCRIBER INTRANET	245.49
DIGITAL COPY SYSTEMS LLC	BLK/WHITE & COLOR COPIES	203.54
OFFICE DEPOT INC	MISC. OFFICE SUPPLY	138.16
VERIZON CONNECT FLEET USA LLC	AVL SERVICE MONTHLY	28.28
Water Fund Water Administration	- Total	615.47

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Water Fund</u>	<u>Water</u>	<u>Treatment</u>
<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
AIR PRODUCTS AND CHEMICALS INC	CARBON DIOXIDE LIQUID	4,114.00
AMERENIP	JUL 24 UTILITIES	13,245.46
BOBCAT OF BLOOMINGTON	PLOW PIN FOR BOBCAT	87.33
BRENNTAG MID-SOUTH INC	CHLORINE	8,152.00
CARUS CORPORATION	HYD FLUSHING CHEM	950.82
CINTAS CORPORATION	MOP MAT TOWEL SERVICE	70.94
CONNOR CO	TOILET REPAIR	38.47
CONSTELLATION NEW ENERGY-GAS	SEPT 24 UTILITIES	289.11
DIRECT ENERGY SERVICES LLC	JUL 24 UTILITIES	18,046.39
DIRECT ENERGY SERVICES LLC	JUNE 2024 UTILITIES	10,886.19
ENVIRONMENTAL RESOURCE ASSOC	COLIFORM MICROBE POTABLE	412.36
GREAT LAKES ACE (WATER DEPT)	PVC FITTING	1.99
HAWKINS INC	SODIUM HYPOCHLORITE	569.05
HAWKINS INC	TP CHEMICALS	3,418.05
KIRBY RISK ELECTRICAL SUPPLY	DRILL / TAP	9.90
KIRBY RISK ELECTRICAL SUPPLY	MOTOR PHASE TESTER	224.86
LAI, LTD	SLAKER HOSE PUMP MAINT.	1,682.66
MCMASTER-CARR SUPPLY CO	LIME DISCHARGE HOSE	200.70
MENARDS	BRASS PLUG	23.96
MENARDS	CAULK	26.96
MENARDS	CLEANING VINEGAR	7.96
MENARDS	EXHAUST VENT	16.99
MENARDS	PLUMBING PARTS	37.78
MENARDS	PVC FITTINGS	12.54
MENARDS	SHOP VAC FILTER	16.99
MENARDS	TAPE	5.97
MENARDS	TEFLON TAPE	2.98
MENARDS	TP SUPPLIES	38.25
MENARDS	VINYL TUBING	8.90
MISSISSIPPI LIME COMPANY	LIME	49,091.36
MORGAN DISTRIBUTING INC	CLARIFIER OIL	341.36
MOTION INDUSTRIES INC	CHEMICAL PUMP	1,925.66
PACE ANALYTICAL SERVICES,LLC	ANNUAL LIME TESTING	467.50
PACE ANALYTICAL SERVICES,LLC	FLUORIDE	25.00
SCADAWARE INC	SCADA SUPPORT	5,000.00
US ALUMINATE COMPANY INC	ALUMINUM SULFATE	5,846.12
USA BLUEBOOK	CLARIFIER SAMPLE CUP	54.83

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
USA BLUEBOOK	LAB SUPPLIES	1,327.42
VERIZON CONNECT FLEET USA LLC	AVL SERVICE MONTHLY	85.08
WHERRY MACHINE & WELDING INC	AERATOR ALUMINUM	108.84
WHERRY MACHINE & WELDING INC	BOBCAT SNOWPLOW REPAIR	160.00
Water Fund	Water Treatment - Total	127,032.73

Water Fund Water Distribution

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CONSTELLATION NEW ENERGY-GAS	SEPT 24 UTILITIES	80.59
Jason Simmons	J. SIMMONS- WORK PANTS	99.98
Loberg Construction	URBAN AIR METER REFUND	1,110.00
MCLEAN COUNTY ASPHALT	COLD MIX ASPHALT	953.36
MENARDS	BATTERIES	81.90
MENARDS	OIL DRI	63.92
MENARDS	PVC	56.99
MENARDS	SURGE PROTECTOR	7.47
MIDWEST CONSTRUCTION RENTALS	MAN HOLE LADDER	811.50
MIDWEST CONSTRUCTION RENTALS	PLATE COMPACTOR	2,825.00
MIDWEST CONSTRUCTION RENTALS	TRAFFIC CONES	970.00
PRAIRIE MATERIAL SALES INC	BLACK DIRT STOCKPILE	1,006.53
PRAIRIE MATERIAL SALES INC	CONCRETE COLLEGE AVE	295.65
PRAIRIE MATERIAL SALES INC	FLOWABLE FILL	742.50
PRAIRIE MATERIAL SALES INC	STONE STOCKPILE	615.26
VERIZON CONNECT FLEET USA LLC	AVL SERVICE MONTHLY	312.78
WATER PRODUCTS CO OF ILLINOIS	MARKER PAINT	792.00
Water Fund	Water Distribution - Total	10,825.43

Water Fund Water Debt Service

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
IL ENVIRONMENTAL PROTECTION AGENCY	WATER REVOLVING FUND	39,452.68
Water Fund	Water Debt Service - Total	39,452.68

Sewer Fund Sewer Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
DIRECT ENERGY SERVICES LLC	JUL 24 UTILITIES	25.52
DIRECT ENERGY SERVICES LLC	JUNE 2024 UTILITIES	432.28
EVOQUA WATER TECHNOLOGIES LLC	CHEM FEED AIRPORT RD	900.00
MATHIS KELLY CONSTRUCTION	STEEL TIES, BLADES	456.98
MENARDS	SUMP PUMP	112.99

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
PRAIRIE MATERIAL SALES INC	CONCRETE SHEPARD RD	290.03
SELECT SCREENPRINTS INC	POLOS, SWEATSHIRT	1,469.50
SOURCE ONE ENVIRONMENTAL, LLC	SEALGUARD KIT	1,022.93
TRUE BLUE CAR WASH LLC	PW CAR WASHES SEP'24	14.00
VERIZON CONNECT FLEET USA LLC	AVL SERVICE MONTHLY	255.73
WATER PRODUCTS CO OF ILLINOIS	2" MANHOLE RING	653.85
Sewer Fund Sewer Administration - Total		5,633.81

Sewer Capital Investment Sewer Capital Investment

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ANDERSON ELECTRIC INC	IWLS LITTLE JOHN DIGESTOR	5,765.66
CRAWFORD, MURPHY, & TILLY, INC.	IRONWD PUMP STATION REHAB	2,070.00
CRAWFORD, MURPHY, & TILLY, INC.	RATE STUDY/MASTER PLAN UP	775.00
CRAWFORD, MURPHY, & TILLY, INC.	SEWER LINING DESIGN	34,259.01
STARK EXCAVATING	DIGESTOR INSTALL AT IWLS	10,073.72
Sewer Capital Investment Sewer Capital Investment - Total		52,943.39

Storm Water Mgmt Fund Stormwater Management Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
AQUATIC CONTROL INC.	ALGAE TREATMENT	17,028.00
CRAWFORD, MURPHY, & TILLY, INC.	STORM WATER RATE STUDY	-3,253.50
DARNALL CONCRETE	PRO RING ADHESIVE	348.00
ECOLOGY ACTION CENTER	ANNUAL EAC TREE CORP PROG	13,390.00
PRAIRIE MATERIAL SALES INC	CONCRETE ENSIGN DR	729.24
Storm Water Mgmt Fund Stormwater Management Administration - Total		28,241.74

Storm Water Mgmt Fund Stormwater Management Capital

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
LEWIS YOCKEY & BROWN INC	CHARLOTTE DR DRAINAGE	1,826.65
Storm Water Mgmt Fund Stormwater Management Capital - Total		1,826.65

Water Replacement Fund Water Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ENTERPRISE FM TRUST	ENTERPRISE LEASE	4,165.57
Water Replacement Fund Water Administration - Total		4,165.57

Sewer Replacement Fund Sewer Capital Investment

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ENTERPRISE FM TRUST	ENTERPRISE LEASE	693.92
Sewer Replacement Fund Sewer Capital Investment - Total		693.92

Report to Receive and File Town of Normal Expenditures for Payment as of 10/03/2024-10/16/2024

Health & Dental Ins Fund Administration - City Mgr Health Insurance

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
HORTON GROUP INC	INS MONTHLY CONSULT FEE	3,300.00
VSP	MTHLY BENEF-VISION EMP	2,551.26
VSP	MTHLY BENEF-VISION PLAN C	2,036.24
VSP	MTHLY BENF-VIS PLAN B RET	25.86
Health & Dental Ins Fund Administration - City Mgr Health Insurance - Total		7,913.36

Gen Veh Replacement Fund Administration - City Mgr General Expense Dept.

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ENTERPRISE FM TRUST	ENTERPRISE LEASE	21,867.53
Gen Veh Replacement Fund Administration - City Mgr General Expense Dept. - Total		21,867.53

Gen Veh Replacement Fund Innovation & Technology Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
SCIENTEL SOLUTIONS LLC	NETWORK REFRESH	3,781.08
Gen Veh Replacement Fund Innovation & Technology Administration - Total		3,781.08

Gen Veh Replacement Fund Police Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
PRO-TECH SECURITY SALES	GAS MASKS	-18,997.00
Gen Veh Replacement Fund Police Administration - Total		-18,997.00

Gen Veh Replacement Fund Public Works Waste Removal

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
KEY EQUIPMENT & SUPPLY CO	2024 LABRIE EXPERT HAND	137,047.00
Gen Veh Replacement Fund Public Works Waste Removal - Total		137,047.00

Gen Veh Replacement Fund Parks & Recreation Parks Maintenance

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
CROSS IMPLEMENT INC	6FT SWITCH BLADE MOWER	31,256.37
Gen Veh Replacement Fund Parks & Recreation Parks Maintenance - Total		31,256.37
Overall - Total		2,079,145.45

Town Council Action Report

October 21, 2024

Resolution to Accept Water Treatment Plant Lime Bid from November 2024 Through October 2025

Prepared By: John Burkhart, Director of Water

Reviewed By: Pamela S. Reece, City Manager

Staff Recommendation: Approval

Attachments: Proposed Resolution, Bid Tabulation

Community Impact

A dependable quality water supply is critical to the safety and wellbeing of residents of Normal. The requested chemicals are required to supply safe drinking water to the community. As recommended, the chemicals will be delivered on a timely basis by the proposed vendors, ensuring no disruption in water treatment or quality.

Budget Impact

Funds are available in account number 502-8020-434.35-60 of the Water Department's FY2024-25 and FY2025-26 budgets. The actual cost will be determined by quantities required during the contract period.

Strategic Alignment



Background

The Water Department receives bids for water treatment chemicals each year. Bids are taken for an estimated one-year supply of each chemical to be delivered on an as-needed basis throughout the term of the contract. Bids for water treatment chemicals were received and opened by the Town Clerk on September 26, 2024 at 11:00 a.m. with fifteen bidders responding. Multiple vendors that submitted a lime bid did not meet the bidding requirements. Those bids were deemed nonresponsive.

Discussion

A solicitation for bids was sent to 4 lime vendors, and the bid call was advertised on the Town website. Bids were due on October 14, 2024 at 11:00 a.m., and the Town received three bids that were responsive to the bid requirements. A recap of the bids is attached showing last year's supplier and cost, as well as bids from this year. Recommendations for award are listed below and highlighted in bold on the bid tabulation.

<u>Product</u>	<u>Supplier</u>	<u>Cost</u>
Lime	Mississippi Lime Co.	\$397.01

Staff is recommending the award of the lime bid to the low bidder, Mississippi Lime Co. This bid represents a 21.7% increase in lime cost compared to last year. The Town has experienced some fluctuations in chemical pricing over the past several years, and most recently, the predominant driving forces of cost have been labor and increasing transportation cost pressures.

Keywords: Water Treatment, Chemicals

RESOLUTION NO. _____

RESOLUTION TO ACCEPT WATER TREATMENT PLANT LIME BIDS FROM NOVEMBER 2024
THROUGH OCTOBER 2025

- WHEREAS, The Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs.
- WHEREAS, The Town purchases various chemicals for the treatment of water by the Water Department and each year, the Water Department goes through the bidding process for a one-year supply of each chemical to be delivered on an as-needed basis throughout the year.
- WHEREAS, Bids for the yearly supply of lime were opened and read on October 14, 2024, and Mississippi Lime Co. was the lowest responsive bidder.
- WHEREAS, It is in the best interests of the health, safety and welfare of the citizens of Normal to purchase lime from Mississippi Lime Co.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

- SECTION 1. The Town accepts the bid of Mississippi Lime Co. for the lime water treatment chemical.
- SECTION 2. The President is authorized to execute, for and on behalf of the Town of Normal, a contract with Mississippi Lime Co. for the lime water treatment chemical. The contract must substantially conform to the bid submitted by Mississippi Lime Co.
- SECTION 3. The Town Clerk is authorized and directed to attest the President's signature on the contract and retain a fully executed copy in her office for public inspection.

ADOPTED this ____ day of _____, 2024.

APPROVED:

President of the Board of Trustees
Town of Normal, Illinois

ATTEST:

Town Clerk
(Seal)

BID TABULATION, WATER TREATMENT CHEMICALS, BID OPENING 10-14-2024

Unit Prices

CHEMICAL	LIME
UNITS	TON
QUANTITY PER SHIPMENT	20
Last year unit cost	\$326.21
Last year supplier	Mississippi
% Change	21.70%
Air Products and Chemicals Inc.	
Alexander Chemical	
Brenntag Mid South	
Carmeuse	\$475.00
Chemrite	
ChemTrade Chemicals	
Hawkins	
International Dioxide	
Lhoist NA	\$591.01
Linde	
Mississippi Lime	\$397.01
Pencoco	
Shannon Chemical	
USALCO	
Viking	
Hickman Williams	
Catalyant	
JCI Jones	

Town Council Action Report

October 21, 2024

Resolution Approving an Amendment to the Town of Normal Downtown/Bank of Illinois in Normal Redevelopment Agreement Concerning Public Parking

Prepared By: Brian Day, Assistant City Manager

Reviewed By: Jenny Keigher, Assistant City Manager
Jason Querciagrossa, Corporation Counsel

Staff Recommendation: Approval

Attachments: Proposed Resolution

Community Impact

The proposed amendment will provide parking for an expansion of the employment base in Uptown Normal. This expansion will increase the Town's economic vitality.

Budget Impact

This amendment will have no budget impact for FY2024-25. Future years may be impacted by the reduction of 46 parking permits available for sale.

Strategic Alignment



Background

The Town owns and operates the parking deck located at 102 College Avenue. In 2004, the Town and the Bank of Illinois signed a redevelopment agreement concerning the construction and operation of the bank building at 200 College Avenue. Under that agreement, the Town provides the bank 115 parking spaces in the parking deck for use by the bank, its tenants, and their respective customers. The spaces are provided at no cost for the first 20 years following the completion of the building and for half price for the following 10 years. The 20-year period following the completion of the Bank Building will expire in 2027.

In 2011, Heartland Bank took over for the Bank of Illinois and assumed all of the rights and responsibilities under the Town's redevelopment agreement.

The Farnsworth Group, Inc. is a current bank-building tenant and is looking to significantly expand its operations there. It currently maintains 25 employees in the building and seeks to add an additional 55 to 65 employee positions. It will also need to maintain a fleet of eight vehicles in the vicinity.

To accommodate this expansion, Heartland Bank seeks to increase the parking spaces provided in the redevelopment agreement.

Discussion

The proposed amendment makes the following changes:

- **Increased parking allocation:** The proposed amendment increases the parking spaces provided to the bank building from 115 to 161. This increase will accommodate the increased tenant use in the building.
- **Reserved parking:** Authorizes the city manager to designate reserved spaces in the deck. Heartland Bank will reimburse the Town for the cost of any signs related to the reserved spaces.
- **Parking costs:** Under the existing agreement, Heartland Bank gets the free parking for 20 years (through 2027), then gets the parking at 50% off for the next 10 years (through 2037), and then pays full price thereafter. Under the amendment, Heartland Bank gets the free parking for an additional 5-year period (through 2032), then gets the parking at 50% off for the next five years (through 2037), and then pays full price thereafter.
- **No resale profit:** Provides that the bank may not charge its tenants more for the parking spaces than the amount that the Town charges the bank.
- **Clawback:** If the number of employees at the building falls below 150, then the parking is reduced to reflect that lower employee count. The bank is responsible for notifying the Town when the employee count drops below 150.
- **Effective date:** The effective date and the clawback date in the proposed ordinance are currently blank. Those blank dates will be filled in with the commencement date of the Farnsworth lease.

Keywords: Heartland Bank; College Avenue Parking Deck; Parking

RESOLUTION NO. _____

RESOLUTION APPROVING AN AMENDMENT TO THE TOWN OF NORMAL DOWNTOWN/BANK OF ILLINOIS
IN NORMAL REDEVELOPMENT AGREEMENT CONCERNING PUBLIC PARKING

WHEREAS, The Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs.

WHEREAS, The Town owns and operates the parking deck located at 102 College Avenue. Heartland Bank owns and operates the commercial building next door at 200 College Avenue.

WHEREAS, Under a redevelopment agreement, the Town provides Heartland Bank parking spaces in the parking deck for use by the employees and customers of the bank and its tenants.

WHEREAS, A tenant of the bank building seeks to significantly increase the number of employees in the bank building.

WHEREAS, It is in the best interest of the health, safety and welfare of the citizens of Normal to amend the redevelopment agreement to accommodate parking required for the expansion of the employee base in Uptown Normal.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

SECTION 1. The city manager is hereby authorized to execute the amendment to the Town of Normal Downtown/Bank of Illinois in Normal Redevelopment Agreement in substantially the form set forth in exhibit 1.

SECTION 2. The Town clerk is authorized and directed to retain originals of the fully executed documents in her office for public inspection.

ADOPTED this ____ day of _____, 2024.

APPROVED:

President of the Board of Trustees
Town of Normal, Illinois

ATTEST:

Town Clerk
(seal)

Exhibit 1

Amendment 3

Town of Normal Downtown/Bank of Illinois in Normal Redevelopment Agreement

This amendment is dated _____ 2024 and is between the Town of Normal, Illinois (“**Town**”) and the Heartland Bank and Trust Company, (“**Bank**”) as the successor in interest of the Bank of Illinois.

The Town owns and operates the parking deck located at 102 College Avenue, Normal, Illinois (that deck, the “**College Deck**”).

The Town and the Bank of Illinois entered into the Town of Normal Downtown/Bank of Illinois in Normal Redevelopment Agreement, dated September 7, 2004, and amended by the first amendment on April 18, 2005 and amended by the second amendment on March 6, 2006 (that agreement and all amendments, collectively, the “**Redevelopment Agreement**”).

Through an assumption agreement between the Bank and the Town, dated May 2, 2011, the Bank assumed all the rights and responsibilities of the Bank of Illinois under the Redevelopment Agreement.

The Bank owns and operates the real property located at 200 College Avenue, Normal, Illinois (that property, the “**Bank Building**”). The Bank Building is subject to the terms and conditions of the Redevelopment Agreement.

Under the Redevelopment Agreement, the Town provides the Bank 115 parking spaces for use by the Bank, the tenants of the Bank Building, and their respective customers. The spaces are provided at no cost for the first 20 years following the completion of the Bank Building and for half price for the following 10 years. The 20-year period following the completion of the Bank Building will expire in 2027.

The Farnsworth Group, Inc. (“**Farnsworth**”) is a tenant of the Bank in the Bank Building. Farnsworth currently maintains 25 employees in the Bank Building and seeks to add an additional 55 to 65 employees in that building. Farnsworth also seeks to house a fleet of eight vehicles in the vicinity of the Bank Building.

The parties desire to expand the available parking provided under the Redevelopment Agreement to accommodate the housing of a significant number of additional employees in the Bank Building.

The parties therefore amend the Redevelopment Agreement as follows:

1 Amendment to section 6.2 (Cost of Parking). Section 6.2 of the Redevelopment Agreement is replaced, in its entirety, with the following:

6.2 Cost of Parking. The Bank’s costs for the parking provided under Section 3.1 and 6.1 will be as set forth in Exhibit 5.

2 Amendment to Exhibit 5 (Public Parking). Exhibit 5 of the Redevelopment Agreement is replaced, in its entirety, as set forth in Appendix A to this amendment.

The parties are signing this amendment as of the date set forth in the introductory clause.

Heartland Bank and Trust Company

By: _____

Its: _____

Town of Normal

By: _____
Pamela S. Reece, City Manager

Approved as to form:

By: _____
Jason Querciagrossa
Corporation Counsel

Approved by Resolution No. _____

Appendix A
Amended Exhibit 5 (Public Parking)

Exhibit 5
Public Parking

- 1 The Town shall provide to the Bank 161 parking spaces for use by the Bank and its tenants. Each provided parking space will be located in the College Deck unless the Town otherwise designates a different space located within two blocks of the College Deck.
- 2 The city manager may designate a portion of the parking spaces provided under paragraph 1 as “Reserved Parking Monday through Friday from 8:00 A.M. to 5:00 P.M.” The Town will not be liable for the enforcement of parking in any designated reserved spaces. The Bank will reimburse the Town for any signs required for the reserved parking spaces.
- 3 The Town shall provide the parking spaces under this exhibit at no cost through December 31, 2032.
- 4 Beginning January 1, 2033, the Bank shall pay to the Town for each parking space an amount equal to 50% of the rate customarily charged by the Town for comparable parking spaces.
- 5 Beginning January 1, 2038, the parking spaces will be available to the Bank on the same terms as conditions that apply to the general public.
- 6 The Bank may not charge any tenant for any parking space an amount that exceeds the amount charged by the Town to the Bank for that parking space.
- 7 The Bank may surrender any parking space provided by the Town under this agreement back to the Town by written notice.
- 8 The parties acknowledge that this agreement was amended for the purpose of providing parking to accommodate an increase the number of Bank and tenant employees assigned to the Bank Building. Beginning _____, 2025, for any period that the Bank or its tenants maintain less than a combined total of 150 employees assigned to the Bank Building, the number of spaces provided under paragraph 1 will be reduced by the difference between 150 and the number of Bank and tenant employees assigned to the Bank Building. The Bank shall notify the Town if the Bank or its tenants maintain less than 150 employees assigned to the Bank Building.

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General Orders

Town Council Action Report

October 21, 2024

Resolution Approving an Amended Site Plan for 200 Greenbriar (Dave's Hot Chicken)

Prepared By: Mercy Davison, Town Planner
Reviewed By: Pamela S. Reece, City Manager
Brian Day, Assistant City Manager
Greg Troemel, Director of Inspections
Ryan Otto, Director of Public Works

Staff Recommendation: Approval

Planning Commission Recommendation: Approval

Attachments: Proposed Resolution; Aerial and Zoning Maps; Proposed Site Plan; Staff Report to the Planning Commission; Minutes of the October 10, 2024, Planning Commission meeting are included in the Addendum.

Community Impact

The Comprehensive Plan places a high value on infill development. The addition of a Dave's Hot Chicken to 200 Greenbriar would add vitality to an otherwise underutilized parking lot on a primary commercial corridor.

Budget Impact

N/A

Strategic Alignment



Background

The owner of 200 Greenbriar is proposing a site plan amendment to construct a Dave's Hot Chicken at the west end of the parking lot. The site plan for this property was most recently amended in 2002, when the existing building was converted from a Menards to a multitenant retail center (Res. No. 3155).

As proposed, the restaurant would be built on the existing lot without further subdivision. Major features of the proposed site plan amendment include the following:

1. **Building.** The entrance would face east, and the drive through window would face west toward Veterans Parkway. The sheet labeled A299 is the approximate final design of the building. All four sides of the building would have complementary exterior materials and signage.
2. **Landscaping.** The proposed location of the new building is within an existing parking lot. Two existing islands would be replaced with three similar islands to the east and south of the new building. Landscaping would also be added on the north and south ends of the building and adjacent to Veterans. The entire site would have its landscaping refreshed to meet the landscaping plan approved in 2002.
3. **Signage.** The proposed sign package consists of wall signage, one freestanding menu board, and potentially a panel on the existing pylon sign near Veterans. The overall property qualifies for 810 sq. ft. of signage, and the current multitenant building includes 788 sq. ft. The proposed wall signs for Dave's total 345 sq. ft., which would lead to a total of 1,133 sq. ft. on the property. Thus, a variance is requested.
4. **Lighting.** The parking lot lighting would not change significantly. The building would have decorative wall lights on three sides and one full cutoff "wallpack" on the north side.
5. **Access and traffic circulation.** Access to the site would remain as is, with people entering from Parkway Plaza, Susan Drive, and from College Avenue. Circulation to and through the Dave's building, including the drive through, would occur via the existing drive aisles.
6. **Parking.** The existing multitenant building is required to have 380 parking spaces per code. The amended site plan from 2002 included a variance for 309 spaces, but subsequent restriping over time has left the site with 288 parking spaces today. Per code, Dave's itself is required to have 29 parking spaces.

After the addition of Dave's Hot Chicken, the property would have 262 parking spaces (including 12 spaces in the Dave's drive through). Thus, a variance is requested.

Discussion

The Sec. 15.8-5 of the Municipal Code sets forth Site Plan review standards, which include the minimization of incompatibilities between the development and surrounding properties, the extent to which the proposed development will favorably or adversely affect other persons or property, and the extent to which existing surrounding roadways can serve the proposed development.

Town staff find the proposed plan meets the above standards. The addition of a Dave's Hot Chicken is just the sort of infill development encouraged by the Comprehensive Plan. The use is compatible with the commercial uses found along Veterans Parkway, and the adjacent infrastructure (utilities, transportation network) are adequate to serve the site. The new building and landscaping will enhance the west end of the site, which is currently a vast expanse of underutilized parking.

Town staff find the requested variances to be reasonable. The sign variance is unique in that the sign package for Dave's would meet code if the business were built on a separate lot. Without a variance, Dave's would qualify for almost none of its own signage. The parking variance is similar to one granted immediately south at the Five Guys/Coldstone Creamery building, which was also built at the west end of a underutilized, large parking lot. Staff have seen no parking issues with that development and expects none at 200 Greenbriar given the light use of that part of the parking lot on an average day.

The Planning Commission held a public hearing for the proposed site plan amendment on October 10, 2024. Aside from the applicant, no members of the public testified. Following its findings of fact, the commission voted unanimously in favor of the site plan amendment as proposed.

For these reasons, Town staff recommend the Town Council approve the site plan amendment as proposed with the required variances.

Keywords: Amended Site Plan; 200 Greenbriar; Dave's Hot Chicken

RESOLUTION NO. _____

RESOLUTION APPROVING AN AMENDED SITE PLAN FOR 200 GREENBRIAR (DAVE'S HOT CHICKEN)

- WHEREAS, The Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs.
- WHEREAS, The Town of Normal previously approved an amended site plan for the development of 200 Greenbriar.
- WHEREAS, The developer has applied for an amendment to the site plan to permit the construction of a restaurant.
- WHEREAS, On October 10, 2024, after notice and hearing as required by law, the Planning Commission recommended approval of the amended site plan with variances.
- WHEREAS, It is in the best interests of the health, safety, and welfare of the citizens of Normal to approve the amended site plan for the development at 200 Greenbriar.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

- SECTION 1. This resolution pertains to the application for amended site plan review titled *Dave's Hot Chicken – Normal, IL* and dated September 6, 2024 ("Application"), on file in the office of the Town Clerk.
- SECTION 2. The Application is hereby approved, with the following variances:
- 2.1. Signage in excess of Code maximum in accordance with the Application; and
 - 2.2. Parking below the Code minimum in accordance with the Application.
- SECTION 3. All use and development of the subject property must comply with the approved site plan, and any amendments thereto, on file in the office of the Town Clerk, and all Town of Normal codes, ordinances, rules, and regulations.

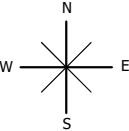
ADOPTED this ____ day of _____, 2024.

APPROVED:

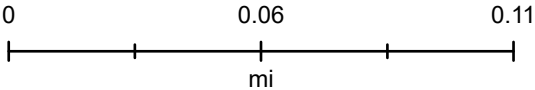
President of the Board of Trustees
Town of Normal, Illinois

ATTEST:

Town Clerk
(seal)

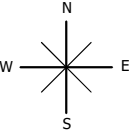
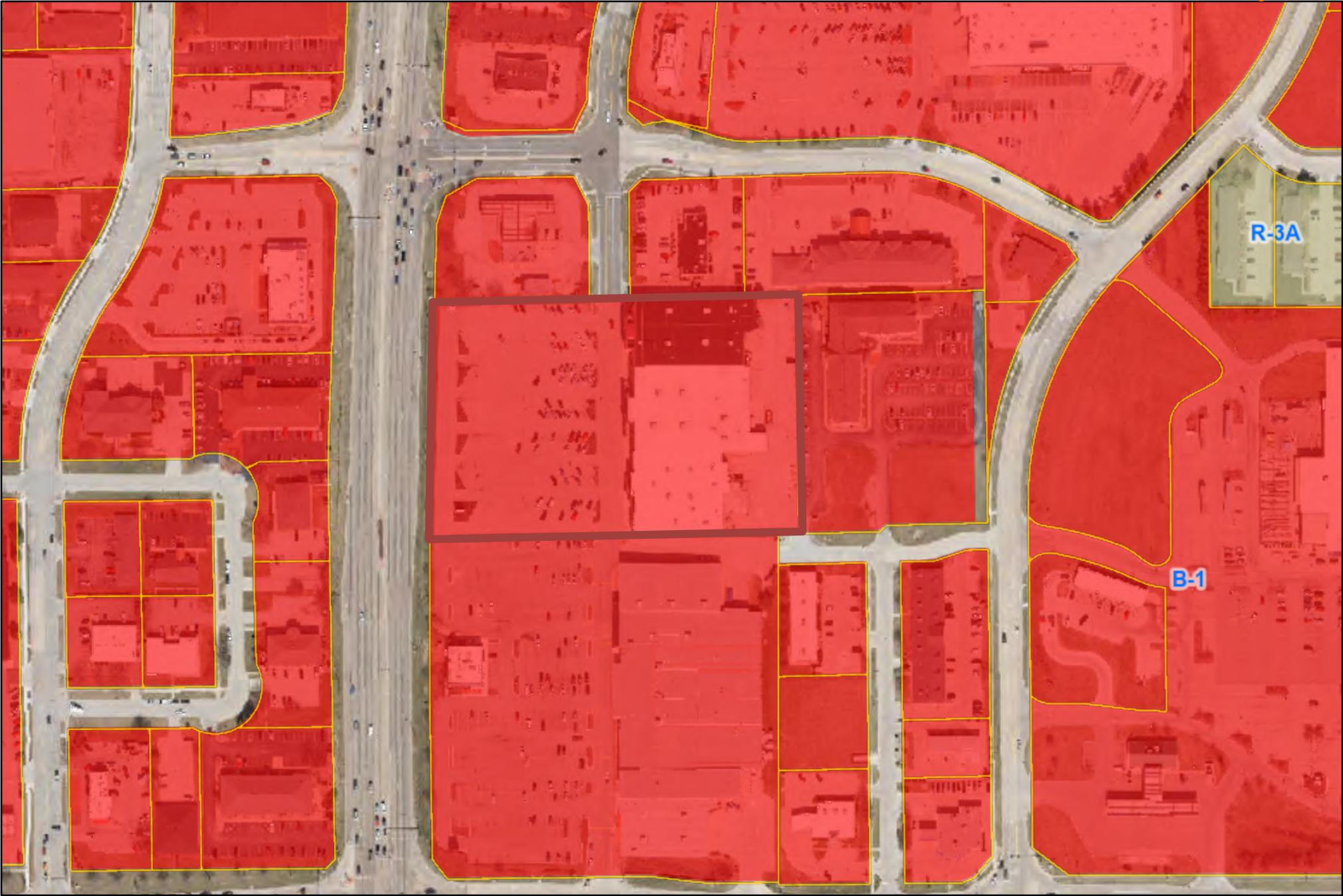


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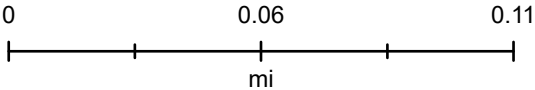


1 inch = 290 feet





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1 inch = 290 feet



SITE PLAN

Dave's Hot Chicken

200 Greenbriar Drive, Normal, IL 61761



PARKING STALL REQUIREMENTS

EXISTING PARKING (PER ALTA DATED 8/15/2012)
267 STANDARD IN WEST PARKING LOT
18 STANDARD IN EAST PARKING LOT
285 TOTAL
+18 ADA STALLS IN WEST PARKING LOT
= 303 TOTAL STALLS

PROPOSED PARKING
227 STANDARD IN WEST PARKING LOT
12 CURVE THRU STALLS IN PROPOSED DEVELOPMENT
13 STANDARD IN EAST PARKING LOT
254 TOTAL
+18 ADA STALLS IN WEST PARKING LOT
= 382 TOTAL STALLS

REQUIRED PARKING STALLS
PROPOSED B.U.L. (B.U.)
208 SF/25 = 8.32 STALLS
76,871 SF REQUIRES 303 STALLS
APPROVED PLAN REQUIRED 303 STALLS

EXISTING DEVELOPMENT
PER CODE 39-365 = 499 STALLS
PER APPROVED PLAN = 338 STALLS

TOTAL REQUIRED
PER CODE 39-365 = 499 STALLS
PER APPROVED PLAN = 338 STALLS

IMPERVIOUS COVERAGE
(WEST PARKING LOT ONLY)

EXISTING
127,755 SF (2.93 AC) TOTAL AREA
5,435 SF IMPERVIOUS (C = 0.30)
122,320 SF IMPERVIOUS (C = .30)
C = 0.87

PROPOSED
127,755 SF TOTAL AREA
6,317 SF IMPERVIOUS (C = 0.30)
121,438 SF IMPERVIOUS (C = .30)
C = 0.87

NET DECREASE OF IMPERVIOUS AREA



2709 MacGraw Drive
Bloomington, Illinois 61704
(309) 663-6435 / info@f-w.com

Engineers | Architects | Surveyors | Scientists

DATE: # DATE: DESCRIPTION:

Preliminary

PROJECT

Dave's Hot Chicken

Dave's Hot Chicken

200 Greenbriar Drive, Normal, IL

DATE: 7/22/2024

DESIGNED: KAA

DRAWN: KAA

REVIEWED: LMT

FIELD BOOK NO.: N/A

HEET TITLE

OVERALL SITE PLAN

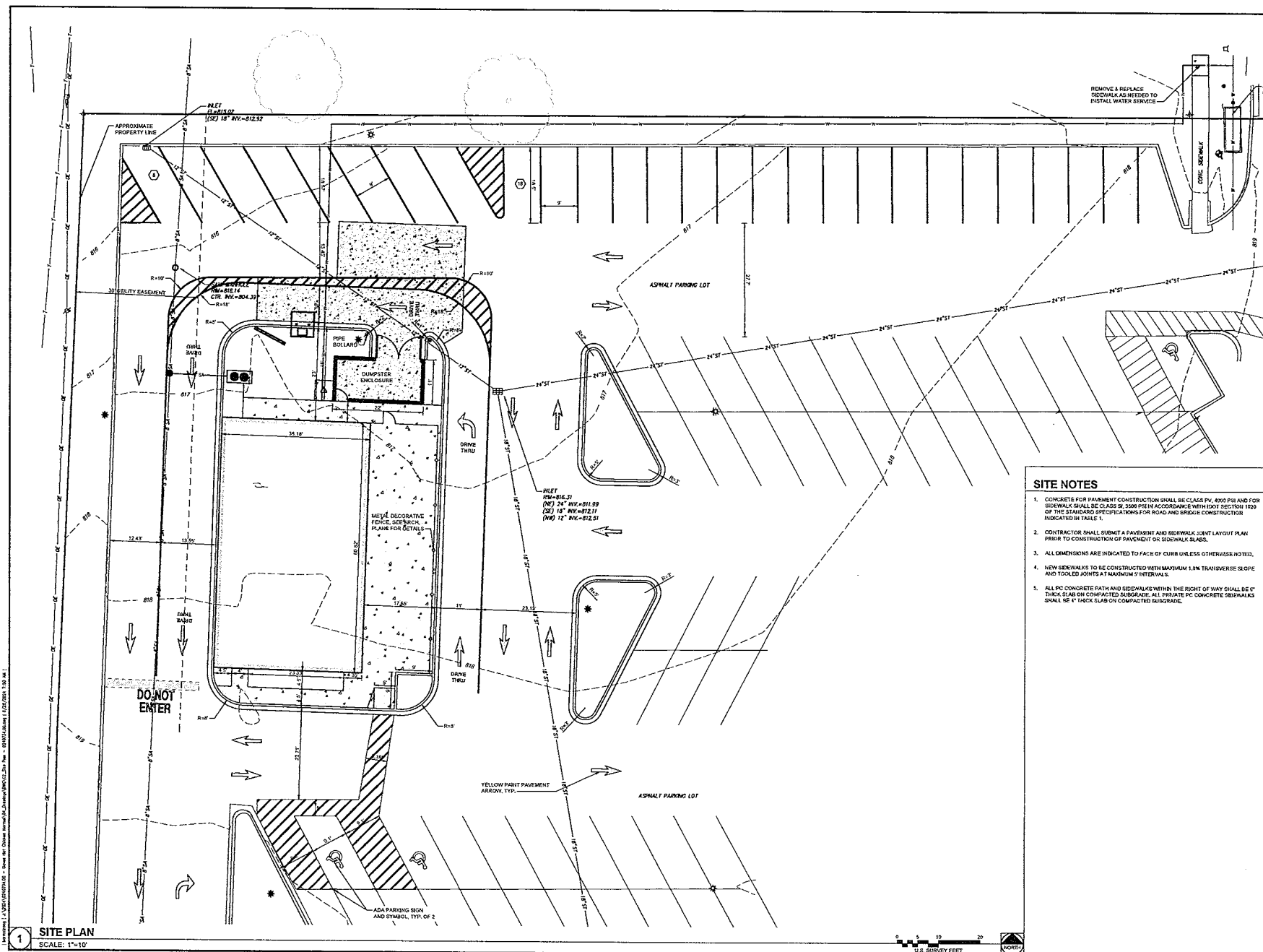
HEET NUMBER

C1.0

PROJECT NO.: 0240734.00

1 SITE PLAN
SCALE: 1"=30'





Farnsworth GROUP

2709 MCGRAW DRIVE
BLOOMINGTON, ILLINOIS 61704
(309) 663-6455 / info@f-w.com

www.f-w.com
Engineers | Architects | Surveyors | Scientists

DATE: DESCRIPTION:

Preliminary

10/1/2021

Dave's Hot Chicken

Dave's Hot Chicken

200 Greenbriar Drive, Normal, IL

DATE: 7/22/2024

DESIGNED: KAA

DRAWN: KAA

REVIEWED: LMT

FIELD BOOK NO.:

PROJECT

SITE PLAN

SHEET NUMBER

C2.1

PROJECT NO.: 0240734.00



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Engineers | Architects | Surveyors | Scientists

DATE DESCRIPTION

Preliminary

Dave's Hot Chicken

Dave's Hot Chicken

200 Greenbriar Drive, Normal, IL

DATE: 7/22/2024
DESIGNED: MBH
DRAWN: MBH
REVIEWED: MBH
FIELD BOOK NO:

PLANTING PLAN

PROJECT NUMBER

L1.1

PROJECT NO.: 0240734.00

PLANTS REQUIRED BY CODE		
SYMBOL	STATUS	QUANTITY
EN	EXISTING, NOT REQUIRED	5
MR	MISSING, REQUIRED	15
PRT	PROPOSED, REQUIRED (TREE)	6
PRS	PROPOSED, REQUIRED (SHRUB)	20

LANDSCAPE REQUIRED BY CODE

REQUIRED: 4 TREES - 25 SHRUBS
PROPOSED: 8 TREES - 20 SHRUBS

GENERAL PLANTING NOTES

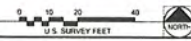
1. PLANT SUBSTITUTIONS WILL NOT BE ACCEPTABLE UNLESS APPROVED BY THE LANDSCAPE ARCHITECT.
2. THE CONTRACTOR SHALL FAMILIARIZE THEMSELVES WITH THE SCOPE OF WORK, SOIL, LOCATION OF UTILITIES, AND WATER CONDITIONS BEFORE PROCEEDING WITH THE WORK.
3. THE CONTRACTOR SHALL FIELD CHECK AND VERIFY ALL EXISTING CONDITIONS AND REPORT ANY DISCREPANCIES BETWEEN CONSTRUCTION DOCUMENTS AND ACTUAL FIELD CONDITIONS TO THE OWNER'S REPRESENTATIVE BEFORE PROCEEDING WITH WORK.
4. ALL DETAILS AND SECTIONS SHOWN ON THE DRAWINGS ARE INTENDED TO BE TYPICAL AND SHALL BE CONSIDERED TO APPLY TO SIMILAR CONDITIONS ELSEWHERE.
5. PLANT SPACINGS WILL BE SCALED ON PLAN UNLESS NOTED OTHERWISE.
6. PROVIDE PRE-EMERGENT HERBICIDE AND CLEAN DOUBLE SHREDED HARDWOOD MULCH, COLOR NATURAL, TO A MINIMUM DEPTH OF THREE INCHES IN ALL PLANTING BEDS.
7. PLANTING MIX FOR ALL TREE TYPES SHALL BE FORMED BY THOROUGHLY MIXING PIT EXCAVATIONS AND COMPOST (20% OF 5.5 TO 7.0 IN. AT 4:1 RATIO) AND PLACING INTO EXCAVATED PIT AS SHOWN IN LANDSCAPE DETAILS. FORM PLANTING MIX IN PLANTING BEDS BY SPREADING TOPSOIL TO A DEPTH OF 4", COMPOST TO A DEPTH OF 1", AND REDISTRIBUTING THROUGHOUT TO A DEPTH OF 6".
8. FINISH GRADES IN PLANTING BEDS ARE TO BE SMOOTH AND PROVIDE POSITIVE DRAINAGE PRIOR TO PLANT, MULCH, AND LAWN INSTALLATION.
9. CONTRACTOR IS TO PREVENT DAMAGE TO CURBS AND PAVEMENTS ADJACENT TO CONSTRUCTION.
10. PROVIDE A ONE YEAR WARRANTY ON ALL PLANTS BEGINNING AT SUBSTANTIAL COMPLETION OF LANDSCAPE PLAN. WARRANTY INCLUDES REPLACING ANY PLANT WHICH IS 20% OR MORE DEAD, DISEASED, OR DISFIGURED DURING THE WARRANTY PERIOD.
11. REMOVE ANY EXISTING LAWN AND OTHER MATERIAL WASTFUL TO PLANT GROWTH PRIOR TO FORMING PLANTING BEDS.
12. PROVIDE A 2" DIAMETER SHREDED HARDWOOD MULCH RING AROUND TREES NOT LOCATED IN PLANTING BEDS.
13. PROVIDE QUALITY, GENUS, SIZE, SPECIES, AND VARIETY OF PLANTS COMPLYING WITH APPLICABLE REQUIREMENTS OF ANSI Z60.1, "AMERICAN STANDARD FOR NURSERY STOCK."
14. MAINTAIN PLANTINGS AND BEDS BY SPRAYING, WEEDING, RESTORING PLANT STAKES, AND GUY SUPPORTS AS REQUIRED TO ESTABLISH HEALTHY PLANTS FOR 60 DAYS FROM SUBSTANTIAL COMPLETION OF LANDSCAPE.
15. ALL PLANT BEDS ADJUTING LAWN AREAS ARE TO BE SEPARATED BY SHADE OUT EDGING.
16. IF THERE ARE DISCREPANCIES BETWEEN PLANT QUANTITIES ON THE PLANS AND THE PLANT SCHEDULE USE THE QUANTITIES FROM THE PLAN.
17. THE SIZES INDICATED IN THE PLANT SCHEDULE ARE THE MINIMUM REQUIRED AT THE TIME OF PLANTING.
18. IN AREAS LABELED FOR SEEDING LAWN AND DAMAGED BY CONSTRUCTION, SPREAD TOPSOIL TO A DEPTH OF 4", FINE FINISH GRADE FERTILIZE (10-10-10 AT 1 LBS/5,000 SQ FT) AND SPREAD "TOP" SEED AND MULCH PER SECTION 610.05 OF THE I.D.T. 2022 STANDARD SPECIFICATIONS. PROTECT SEEDING AREAS WITH SLOPE EXCEEDING 4:1 WITH EROSION CONTROL BLANKETS AND INSTALLED AND STAPLED ACCORDING TO MANUFACTURER'S WRITTEN INSTRUCTIONS. IN LIEU OF STANDARD MULCH METHOD.
19. LAWN PLANTING TIMES: APRIL 1 TO JUNE 1 OR AUGUST 15 TO OCTOBER 1.
20. MAINTAIN LAWN BY WEEDING, WATERING (SEE NOTE 21), RESEEDING, RESEEDING, AND ROLLING AS REQUIRED TO GROW A HEALTHY LAWN FOR 60 DAYS AFTER SUBSTANTIAL COMPLETION. AT END OF MAINTENANCE PERIOD LAWN WILL BE RESEED BY OWNER'S REPRESENTATIVE. CONTRACTOR IS TO CORRECT LAWN TO SATISFACTION OF OWNER'S REPRESENTATIVE.
21. SCHEDULE WATERING TO PREVENT WELTING, PLODDING, EROSION, AND DISPLACEMENT OF SEED OR MULCH. LAY OUT TEMPORARY WATERING SYSTEM TO AVOID WALKING OVER SEED OR NEWLY PLANTED AREAS. SATURATE LAWN WITH THE WATER SPRAY WITHIN 4 HOURS OF PLANTING. WATER WITH FINE SPRAY AT A MINIMUM RATE OF 1 INCH PER WEEK UNLESS RAINFALL PRECIPITATION IS ADEQUATE SO THAT IT IS UNIFORMLY MOIST TO A DEPTH OF FOUR INCHES. IF IRRIGATION SYSTEM IS FULLY OPERATIONAL AT THE TIME OF PLANTING, IRRIGATION SYSTEM MAY BE USED TO FULFILL MAINTENANCE WATERING REQUIREMENTS.
22. SATISFACTORY TURF: CONTRACTOR IS RESPONSIBLE FOR ESTABLISHMENT OF A HEALTHY, UNIFORM CLOSE STAND OF GRASS, FREE OF WEEDS AND SURFACE WEEDS EXCEEDING 40 PERCENT OVER ANY 10 SQ FT AND BARE SPOTS NOT EXCEEDING 2 BY 2 INCHES PRIOR TO FINAL COMPLETION AND PAYMENT.
23. ALL DEAD, DAMAGED OR MISSING LANDSCAPE MATERIALS SHALL BE REPLACED PER THE CITY CODE.
24. ANY CHANGES MADE TO THE APPROVED LANDSCAPE PLAN SHALL BE APPROVED BY THE CITY.
25. NO TREES SHALL BE PLANTED WITHIN 10 FEET OF FIRE HYDRANTS.
26. FOR EACH TYPE OF PRODUCT INDICATED, THE CONTRACTOR SHALL SUBMIT THE REQUESTED INFORMATION AS PROVIDED BY THE SUPPLIER OR MANUFACTURER TO THE LANDSCAPE ARCHITECT NO LATER THAN 30 DAYS FOLLOWING AWARD OF CONTRACT:
 - a. PRODUCT SAMPLES AND DATA: REPRESENTATIVE QUANTITIES OF ALL SPECIFIED MATERIALS INCLUDING BUT NOT LIMITED TO THE FOLLOWING: LANDSCAPE ARCHITECT WILL APPROVE ALL SAMPLES PRIOR TO USE.
 - b. HARDWOOD MULCH: ONE (1) PINT SAMPLE OF EACH ORGANIC MULCH TYPE, IN SEPARATE SEALED PLASTIC BAGS LABELED WITH SOURCE OF MULCH AND DATE COLLECTED. EACH SAMPLE SHALL BE TYPICAL OF THE LOT OF MATERIAL. TO BE FURNISHED, PROVIDE AN ACCURATE REPRESENTATION OF COLOR, TEXTURE, AND ORGANIC MAKEUP.
 - c. HOOK MULCH: ONE (1) PINT SAMPLE OF THE MULCH, IN SEPARATE SEALED PLASTIC BAGS LABELED WITH SOURCE OF MULCH AND DATE COLLECTED. EACH SAMPLE SHALL BE TYPICAL OF THE LOT OF MATERIAL. TO BE FURNISHED, PROVIDE AN ACCURATE REPRESENTATION OF COLOR, TEXTURE, AND ORGANIC MAKEUP.
 - d. WEED CONTROL BARRIER: 4 BY 18 INCHES WITH PRODUCT INFORMATION: MANUFACTURER, PRODUCT NAME, SOURCE, AND CUT SHEET.
 - e. PLANTING SCHEDULE: INDICATING THE ANTICIPATED PLANTING DATES IN CONJUNCTION WITH THE OVERALL PROJECT SCHEDULE. PLANTING SCHEDULE MAY REQUIRE A SEPARATE SCHEDULE.
 - f. RETAIN "PRODUCT CERTIFICATE" PARAGRAPHS BELOW TO REQUIRE SUBMITTAL OF PRODUCT CERTIFICATES FROM MANUFACTURERS & RETAILERS AND HERETOFORE: PRODUCT LABEL, AND MANUFACTURER'S APPLICATION INSTRUCTIONS SPECIFIC TO PRODUCT.
 - g. SAMPLE WARRANTY: PROVIDE A SAMPLE WARRANTY SHOWING A ONE (1) YEAR WRITTEN GUARANTEE FOR ALL PLANT MATERIAL.
27. TREE AND PLANT SELECTION PROCESS:
 - a. CONTRACTOR SHALL VERIFY AVAILABILITY OF EACH SPECIES 30 DAYS PRIOR TO INSTALLATION.
 - b. CONTRACTOR SHALL SUBMIT HIGH-QUALITY COLOR PHOTOGRAPHS REPRESENTATIVE OF EACH TREE AND PLANT SPECIES FOR LANDSCAPE ARCHITECT APPROVAL PRIOR TO DELIVERY TO SITE. PHOTOGRAPHS MUST SHOW TREE AND PLANT MATERIAL AT THE NURSERY WITH A PERSON AND A MEASURING STICK OR RULER TO ESTABLISH RELATIVE SIZE. ALL PHOTOGRAPH SUBMITTALS MUST BE CLEARLY LABELED WITH THE COMMON NAME, SCIENTIFIC NAME, DATE PICTURE TAKEN, SOURCE AND ADDRESS OF MATERIAL, CONTACT AT SOURCE, AND PHONE NUMBER FOR SOURCE CONTACT.
 - c. ONCE MATERIAL HAS BEEN REVIEWED AND ACCEPTED BY THE LANDSCAPE ARCHITECT, THE CONTRACTOR SHALL PROVIDE A PROCUREMENT REPORT ON ALL REVIEWED AND APPROVED PLANT MATERIALS COMPLYING WITH APPLICABLE REQUIREMENTS IN AND 2011 THE PROCUREMENT REPORT SHALL INCLUDE: GENUS, SPECIES, AND VARIETY OF PLANT, SUPPLIER AND CONTACT INFORMATION, AND QUANTITY AND SIZE (S&B, CONTAINER).
28. PLANTING SOIL BACKFILL SHALL BE TOPSOIL MIXED WITH AGED LEAF COMPOST AT A 4:1 RATIO.
29. ALL PROPOSED PLANTS AROUND DAVE'S HOT CHICKEN SHALL BE IRRIGATED.

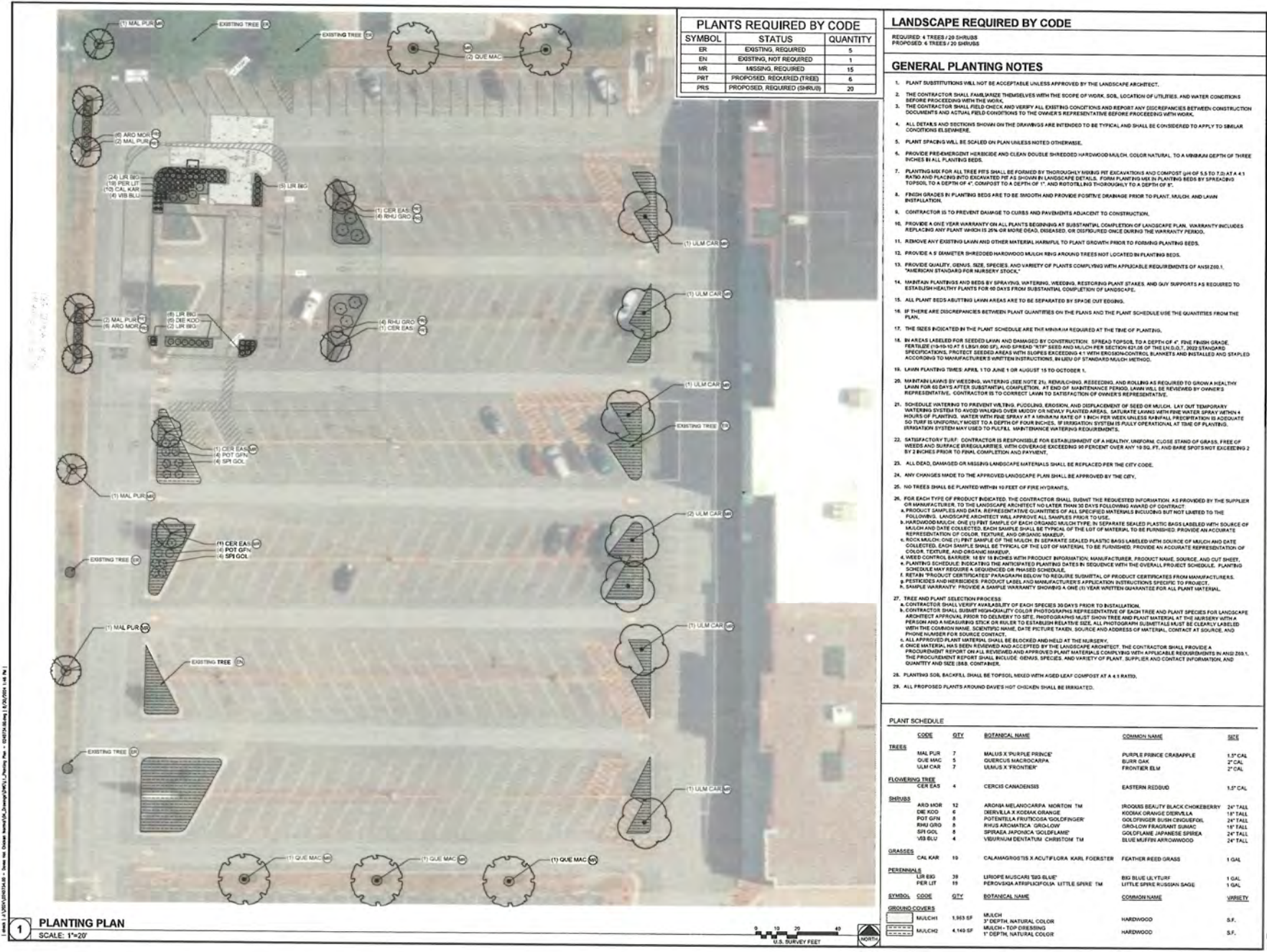
PLANT SCHEDULE

CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE
TREES				
MAL PUR	7	MALUS X PURPLE PRINCE	PURPLE PRINCE CRABAPPLE	1 1/2" CAL
QUE MAC	5	QUERCUS MACROCARPA	BURR OAK	2" CAL
ULM CAR	7	ULMUS X FRONTIER	FRONTIER ELM	2" CAL
FLOWERING TREES				
CER EAS	4	CERIS CANADENSIS	EASTERN REDBUD	1 1/2" CAL
SHRUBS				
ARJ MOR	12	ARGENTAE MELANOCARPA MORTON TM	ARGENTAE BEAUTY BLACK CHOKEBERRY	2 1/2" TALL
DE KOD	8	DEWILLA X KODAK ORANGE	KODAK ORANGE DEWILLA	1 1/2" TALL
POT GFA	8	POTENTILLA FRUTICOSA 'SOLERINGER'	SOLERINGER BUSH CROCKFORD	2 1/2" TALL
RHS GRO	8	RHUS ARNICA 'GRO LOW'	GRO LOW FRAGRANT SUMAC	1 1/2" TALL
SPR COL	8	SPERDIA JAPONICA 'GOLD FLAME'	GOLD FLAME JAPANESE SPIREA	2 1/2" TALL
VB BLU	4	VERBENA DENTATA 'CHRISTOM TM	BLUE MUFFIN ARROWWOOD	2 1/2" TALL
GRASSES				
CAL KAR	19	CALAMAGROSTIS X ACUTIFLORA 'KARL FOERSTER'	FEATHER REED GRASS	1 GAL
PERENNIALS				
LIR BIG	30	LIRIOPE MUSCARI 'BIG BLUE'	BIG BLUE LIRIOPE	1 GAL
PER LIT	30	PEROVSKIA ATRAPLAFUJA 'LITTLE SPIRE' TM	LITTLE SPIRE RUSSIAN SAGE	1 GAL
GROUND COVERS				
MAJCH	1,500 SF	MULCH	7" DEPTH, NATURAL COLOR	5 FT
MAJCH	4,160 SF	MULCH	1" DEPTH, NATURAL COLOR	5 FT



1 PLANTING PLAN
SCALE: 1"=20'





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2709 McGRAY DRIVE
BLOOMINGTON, ILLINOIS 61704
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Engineers | Architects | Surveyors | Scientists

DATE	DESCRIPTION
7/22/2024	DESIGNED: MBH
	DRAWN: MBH
	REVIEWED: MBH
	FIELD BOOK NO.:

Preliminary

Dave's Hot Chicken

Dave's Hot Chicken

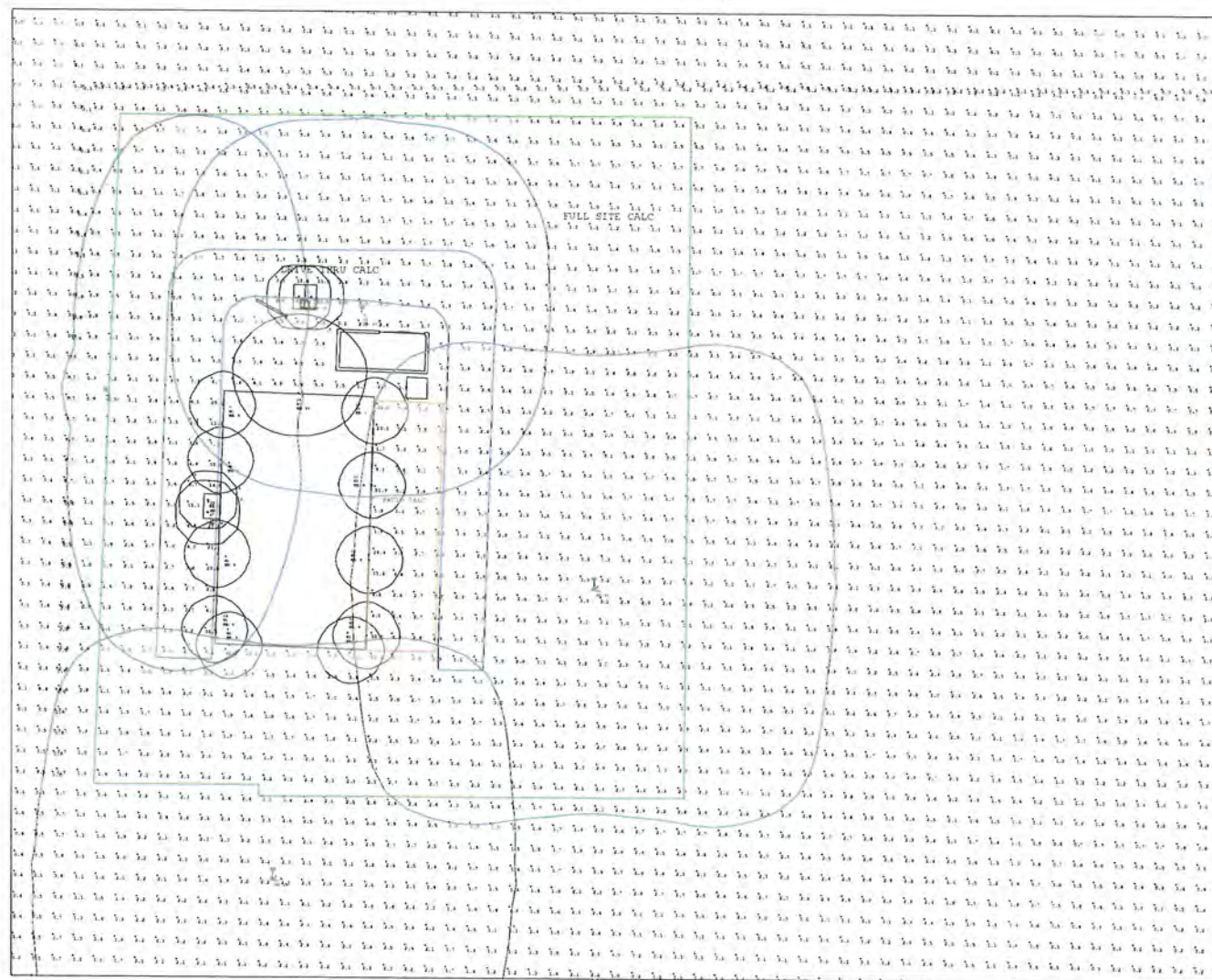
200 Greenbrier Drive, Normal, IL

DATE:	7/22/2024
DESIGNED:	MBH
DRAWN:	MBH
REVIEWED:	MBH
FIELD BOOK NO.:	









PLANTING PLAN

L1.1

PROJECT NO.: 0240734.00



Not to Scale

Luminaire Schedule - Part numbers are provided by the manufacturer and are only intended to be used as a reference to output and optics used.										
Symbol	Qty	Tag	Manufacturer	Arrangement	Description	Luminaire Lumens	Arr. Lum. Lumens	Luminaire Watts	Arr. Watts	LLF
	4	C1	CT	Single	R4NC240K12D-C4322M-CLR	1628	1628	15.6	15.6	0.900
	1	P1	EXO	Single	ASL1-160L-100-4K7-SQW-U	12071	12071	87.6	87.6	0.900
	2	P2	EXO	Back-Back	ASL1-160L-100-4K7-4W-U	11787	23574	87.6	175.2	0.900
	1	P3	EXO	Single	ASL1-160L-100-4K7-3-U	12010	12010	87.6	87.6	0.900
	1	W1	EXO	Single	SG1-10-4K-PCU	1424	1424	11.4	11.4	0.900
	10	WU	LEVIFON CT	Single	CY3330K12D1CWW-P	998	998	19.7	19.7	0.900
	10	WD	LEVIFON CT	Single	CY3330K12D1CF-P	2265	2265	19.7	19.7	0.900
	7	EX	EXO	Back-Back	Existing Fixture to Remain 10% LLF Fixture Depreciation	11787	23574	87.6	175.2	0.800

Calculation Summary						
Label	CalcType	Units	Avg	Max	Min	Max/Min
Full Area Planar	Illuminance	Fc	1.06	52.2	0.0	N.A.
PROPERTY LINE	Illuminance	Fc	0.35	0.7	0.0	N.A.
DRIVE THRU CALC	Illuminance	Fc	5.32	49.3	0.9	54.78
FULL SITE CALC	Illuminance	Fc	3.19	52.2	0.4	130.50
PATIO CALC	Illuminance	Fc	7.77	51.9	1.7	30.53

NOTES

PG ENLIGHTEN IS NEITHER LICENSED NOR REQUIRED TO DETERMINE CODE COMPLIANCE. CODE COMPLIANCE REVIEW BY OTHERS.

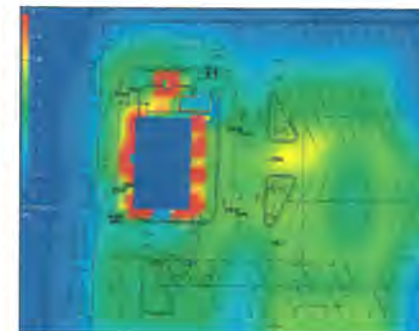
ANY VARIANCE FROM REFLECTANCE VALUES, OBSTRUCTIONS, LIGHT LOSS FACTORS OR DIMENSIONAL DATA WILL AFFECT THE ACTUAL LIGHT LEVELS OBTAINED.

THIS ANALYSIS IS A MATHEMATICAL MODEL AND CAN BE ONLY AS ACCURATE AS IS PERMITTED BY THE THIRD PARTY SOFTWARE AND THE BS STANDARDS USED.

FUTURE TYPES AND QUANTITIES MAY CHANGE BASED ON UNKNOWN OBSTRUCTIONS OR FIELD CONDITIONS. THESE CHANGES MAY RESULT IN AN INCREASED QUANTITY OF FIXTURES.

FUTURE TYPES AND QUANTITIES BASED ON PROVIDED LAYOUT AND DRAWINGS ARE FOR REFERENCE ONLY. TYPES AND QUANTITIES MAY CHANGE WITH FUTURE REVISIONS.

CALCULATION GRID VALUES 10'-0" O.C.



Luminaire Location Summary		
LumNo	Label	Mtg Ht
0	ASL1-160L-100-4K7-4W	25
0	ASL1-160L-100-4K7-4W	25
0	ASL1-160L-100-4K7-4W	25
0	ASL1-160L-100-4K7-4W	25
0	ASL1-160L-100-4K7-4W	25
0	ASL1-160L-100-4K7-4W	25
0	ASL1-160L-100-4K7-4W	25
1	ASL1-160L-100-4K7-3	25
2	ASL1-160L-100-4K7-4W-2	25
3	ASL1-160L-100-4K7-4W-2	25
4	ASL1-160L-100-4K7-SQW	18
5	CY3330K12D1CF-P-G24020205	9
6	CY3330K12D1CF-P-G24020205	9
7	CY3330K12D1CF-P-G24020205	9
8	CY3330K12D1CF-P-G24020205	9
9	CY3330K12D1CF-P-G24020205	9
10	CY3330K12D1CF-P-G24020205	9
11	CY3330K12D1CF-P-G24020205	9
12	CY3330K12D1CF-P-G24020205	9
13	CY3330K12D1CF-P-G24020205	9
14	CY3330K12D1CF-P-G24020205	9
15	CY3330K12D1CWW-P-G24020207	9.01
16	CY3330K12D1CWW-P-G24020207	9.01
17	CY3330K12D1CWW-P-G24020207	9.01
18	CY3330K12D1CWW-P-G24020207	9.01
19	CY3330K12D1CWW-P-G24020207	9.01
20	CY3330K12D1CWW-P-G24020207	9.01
21	CY3330K12D1CWW-P-G24020207	9.01
22	CY3330K12D1CWW-P-G24020207	9.01
23	CY3330K12D1CWW-P-G24020207	9.01
24	CY3330K12D1CWW-P-G24020207	9.01
25	R4NC230K12D-C4322M-CLR-G21070	10
26	R4NC230K12D-C4322M-CLR-G21070	10
27	R4NC230K12D-C4322M-CLR-G21070	10
28	R4NC230K12D-C4322M-CLR-G21070	9
29	SG1-10-4K	15

PROJECT NAME:

DAVE'S HOT CHICKEN - NORMAL, IL - EXISTING FIXTURES INCLUDED

CLIENT NAME:

Keystone Construct, LLC

Date:8/23/2024

Page 2 of 2

DRAWN BY:
Josh Burge
josh.burge@pgenlighten.com
847.228.1176PG CONTACT:
Marc Piput
marc.piput@pgenlighten.com
847.228.1176

QUOTE NUMBER	DESCRIPTION
#309536	2 XX/XX/XXXX
	3 XX/XX/XXXX



CUSTOM ARTWORK BY OWNER
VENDOR (UNIQUE TO LOCATION)
SEE EXAMPLE PHOTOS

PERSPECTIVE VIEW #1



PERSPECTIVE VIEW #2



CUSTOM ARTWORK BY OWNER
VENDOR (UNIQUE TO LOCATION)
SEE EXAMPLE PHOTOS

PERSPECTIVE VIEW #3



PERSPECTIVE VIEW #4

Proposed for Normal
(with art in flux)

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KEYSTONE
CONSTRUCT, LLC
418 CLINTON PL. RIVER FOREST, IL 60005
KeystonePlanningDesigns.com



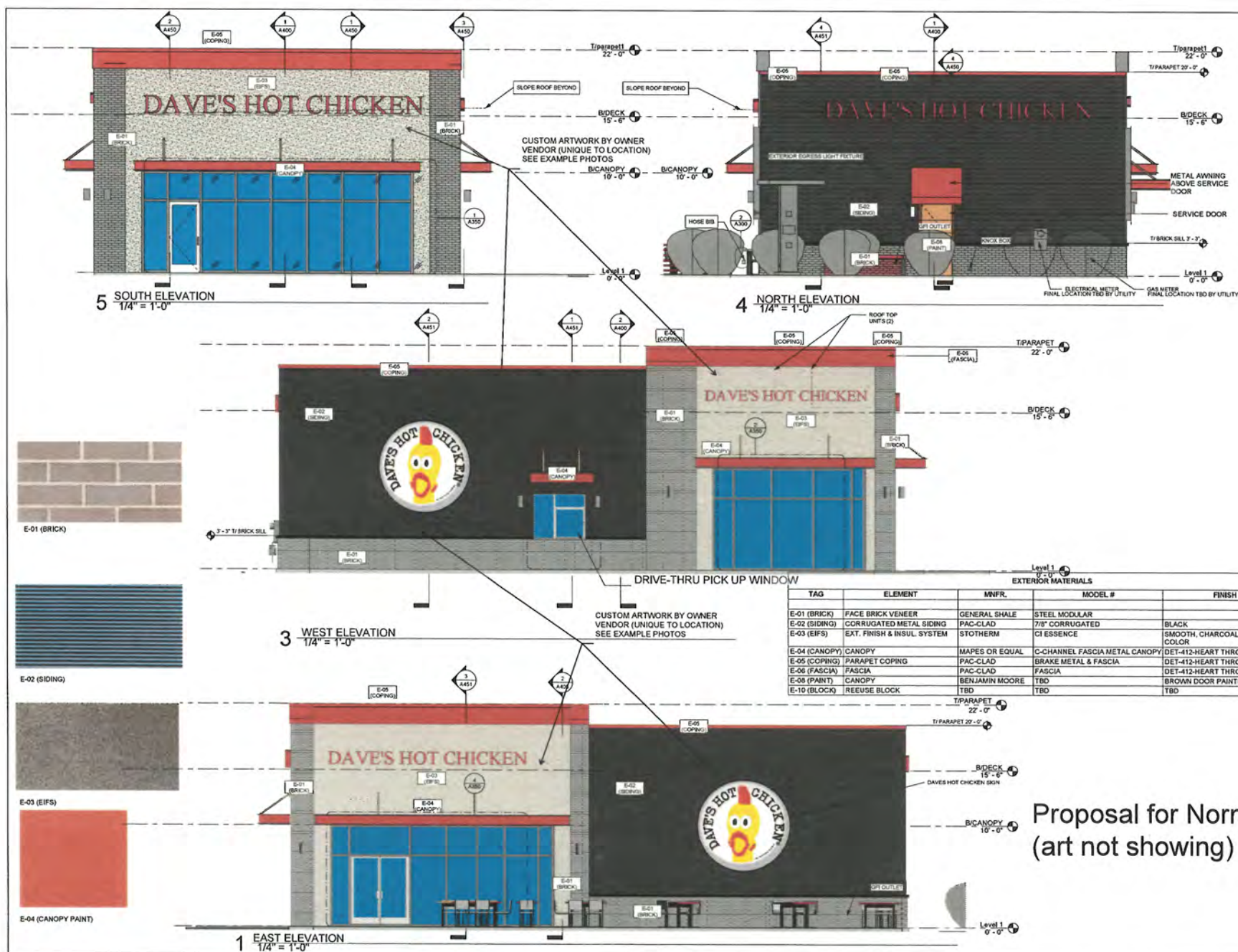
DHC NORMAL

No.	Description	Date
IFZ		05-28-2024
IFZ V2		09-03-2024

EXTERIOR
COLOR
RENDERINGS

A299

Scale



KEYSTONE
PLANNING+DESIGN

KEYSTONE
CONSTRUCT, LLC

418 CLINTON PL., RIVER FOREST, IL 60305
KeystonePlanningDesign.com



DHC NORMAL

No	Description	Date
	IFZ	09-29-2024
	IFZ V2	09-03-202

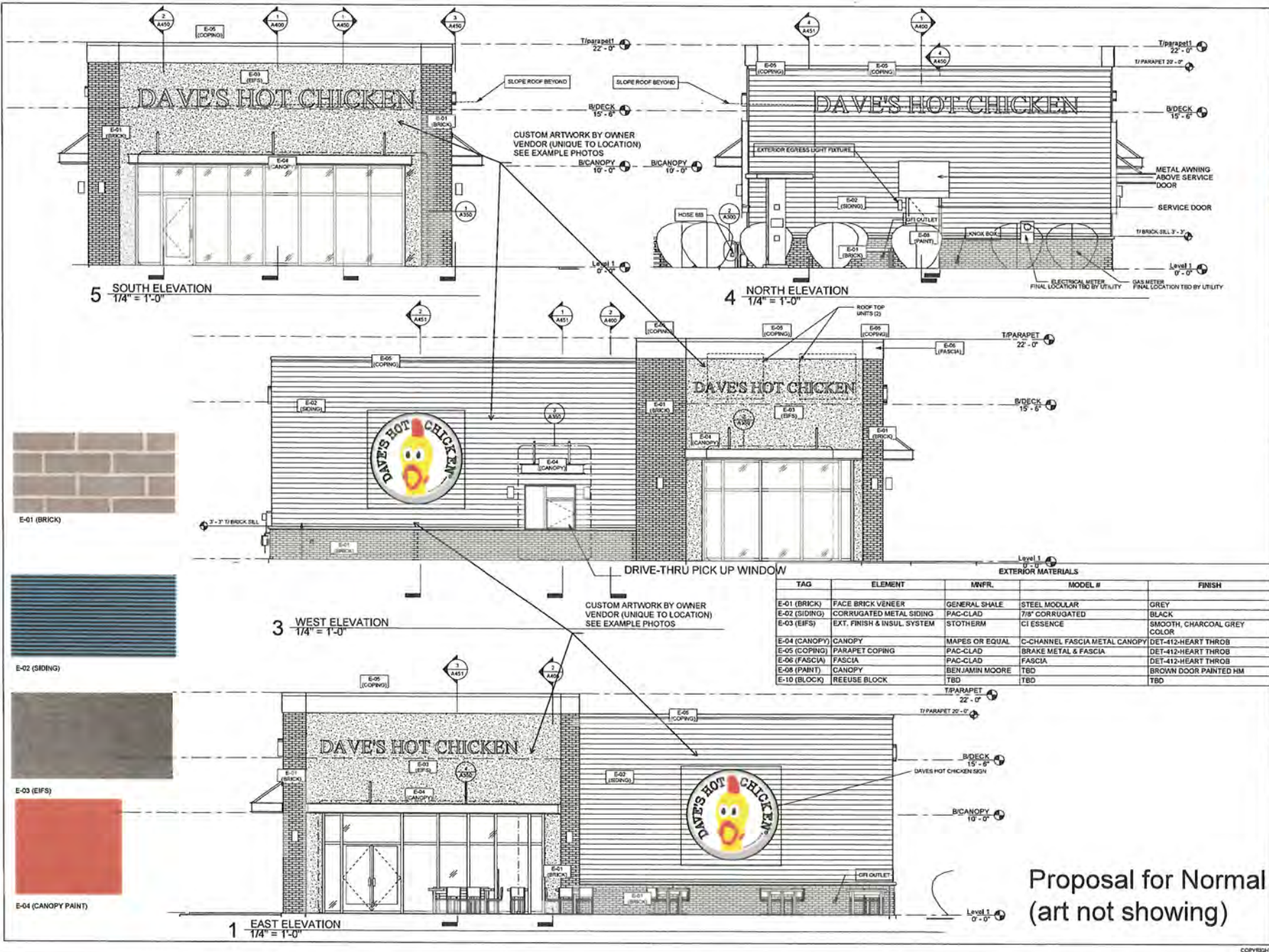
EXTERIOR COLOR ELEVATIONS

A300

Scale As indicated

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• • • • •



KEYSTONE
PLANNING + DESIGN
KEYSTONE
CONSTRUCT, LLC
418 CLINTON PL. RIVER FOREST, LA 70365
keystoneplanningdesign.com



DHC NORMAL

No.	Description	Date
IFZ		08-30-2024
IFZ V2		09-03-2024

EXTERIOR
ELEVATIONS

Proposal for Normal
(art not showing)

A301

Scale As indicated

DAVE'S HOT CHICKEN

Sales: Rhonda Lambert
Project Manager: John Harris

To Be Determined
Normal, IL 61702

Table of Contents

Page 1 - Cover Page
Page 2 - Front Elevation
Page 3 - Side Elevation
Page 4 - Rear Elevation
Page 5 - Drive Thru Elevation
Page 6 - 24" Face & Reverse Lit Channel Letters - Linear
Page 7 - 18" Face & Reverse Lit Channel Letters - Linear
Page 8 - 18" Face & Reverse Lit Channel Letters - Stacked
Page 9 - 108" Circular Logo Cabinet

Revision Notes

Rev #1 - JH 03-10-22 Revised elevations, signage sizes

Front Elevation

A 24" Face & Reverse Lit Channel Letters

NOTE: ELEVATION IS NOT TO SCALE - PENDING SURVEY

Rev 1
Rev 2
Rev 3
Rev 4
Rev 5
Rev 6

Proposed Elevation



Existing Elevation



Designer: JH Date: 09/10/24 Option # 1 - JH
Client: Dave's Hot Chicken - Normal, IL
File Path: Z:\Restaurants\DAVE'S HOT CHICKEN\IL\Normal\To Be Determined - 61702\New - September 2024

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I have reviewed this proof in regard to: Sign type; order quantity; and accuracy of fonts, symbols, and text (e.g. spelling capitalization, punctuation).
Print Name: _____
Date: _____



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Side Elevation

A	18" Face & Reverse Lit Channel Letters
B	108" Face & Reverse Lit Circular Logo

NOTE: ELEVATION IS NOT TO SCALE - PENDING SURVEY

Rev 1
Rev 2
Rev 3
Rev 4
Rev 5
Rev 6



Existing Elevation



Designer: JH	Date: 09/10/24	Option # 1 - JH
Client: Dave's Hot Chicken - Normal, IL		
File Path: Z:\Restaurants\DAVE'S HOT CHICKEN\IL\Normal\To Be Determined - 61702\New - September 2024		

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Rear Elevation

A 24" Face & Reverse Lit Channel Letters

NOTE: ELEVATION IS NOT TO SCALE - PENDING SURVEY

Rev 1
Rev 2
Rev 3
Rev 4
Rev 5
Rev 6

Proposed Elevation



Existing Elevation



Designer: JH	Date: 09/10/24	Option # 1 - JH
Client: Dave's Hot Chicken - Normal, IL		
File Path: Z:\Restaurants\DAVE'S HOT CHICKEN\IL\Normal\To Be Determined - 61702\New - September 2024		

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Date: _____



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Drive Thru Elevation

A	18" Face & Reverse Lit Channel Letters
B	108" Face & Reverse Lit Circular Logo

NOTE: ELEVATION IS NOT TO SCALE - PENDING SURVEY

Rev 1
Rev 2
Rev 3
Rev 4
Rev 5
Rev 6



Designer: JH	Date: 09/10/24	Option # 1 - JH
Client: Dave's Hot Chicken - Normal, IL		
File Path: Z:\Restaurants\DAVE'S HOT CHICKEN\IL\Normal\To Be Determined - 61702\New - September 2024		

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Print Name: _____
Date: _____

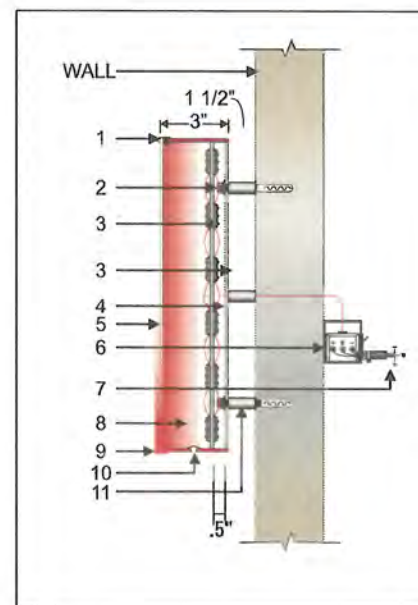


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Face and Reverse Lit Channel Letters

24" 314.21" DAVE'S HOT CHICKEN

52.37 Sq. Ft.



Materials	
1	#8 Screw
2	1/4" Bolts with Alligator Anchors, min. 3 Per Letter
3	Low Voltage LEDs (Inside)
4	Aluminum Back
5	3/16" Acrylic Faces
6	12V DC LED Power Transformer w/ Disconnect Switch
7	120V Power Feed (Provided by Others)
8	.063 Aluminum Returns
9	1" Trim Cap
10	1/4" Weep Hole w/ Light Baffle
11	1 1/2" Spacers, Painted to Match Building

Colors & Finishes	
A	Returns Painted PMS 187 C
B	White Acrylic Faces
C	White LEDs (Inside)
D	Red LEDs (Outside)
E	1" Trim Cap Painted PMS 187 C

Notes	

Rev 1:	JAC 7/10/24 Revised color of returns/trim cap
Rev 2:	
Rev 3:	
Rev 4:	
Rev 5:	



Designer: JAC	Date: 5/24/24
Client: Dave's Hot Chicken	
File Path: Z:\Restaurant/Dave's Hot Chicken	

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 Print Name: _____
 Date: _____



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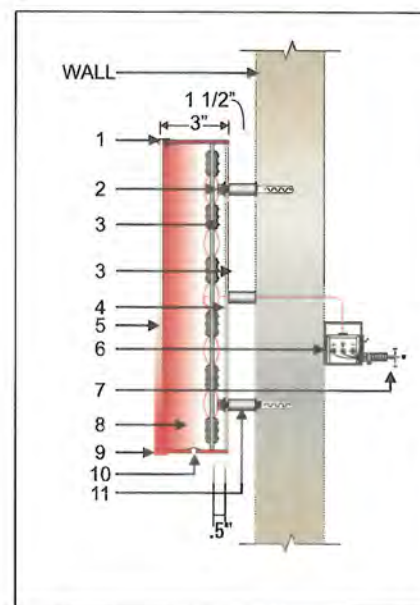
Face and Reverse Lit Channel Letters

235.66"

18"

DAVE'S HOT CHICKEN

29,4575 Sq. Ft.



Materials	
1	#8 Screw
2	1/4" Bolts with Alligator Anchors, min. 3 Per Letter
3	Low Voltage LEDs (Inside)
4	Aluminum Back
5	3/16" Acrylic Faces
6	12V DC LED Power Transformer w/ Disconnect Switch
7	120V Power Feed (Provided by Others)
8	.063 Aluminum Returns
9	1" Trim Cap
10	1/4" Weep Hole w/ Light Baffle
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C	White LEDs (Inside)
D	Red LEDs (Outside)
E	1" Trim Cap Painted PMS 187 C

Notes	

Rev 1: JAC 7/10/24 Revised color of returns/trim cap
Rev 2:
Rev 3:
Rev 4:
Rev 5:



Designer: JAC	Date: 5/24/24
Client: Dave's Hot Chicken	
File Path: Z:\Restaurant\Dave's Hot Chicken	

- ☐ Proof Is Approved. Proceed With Production Of Order
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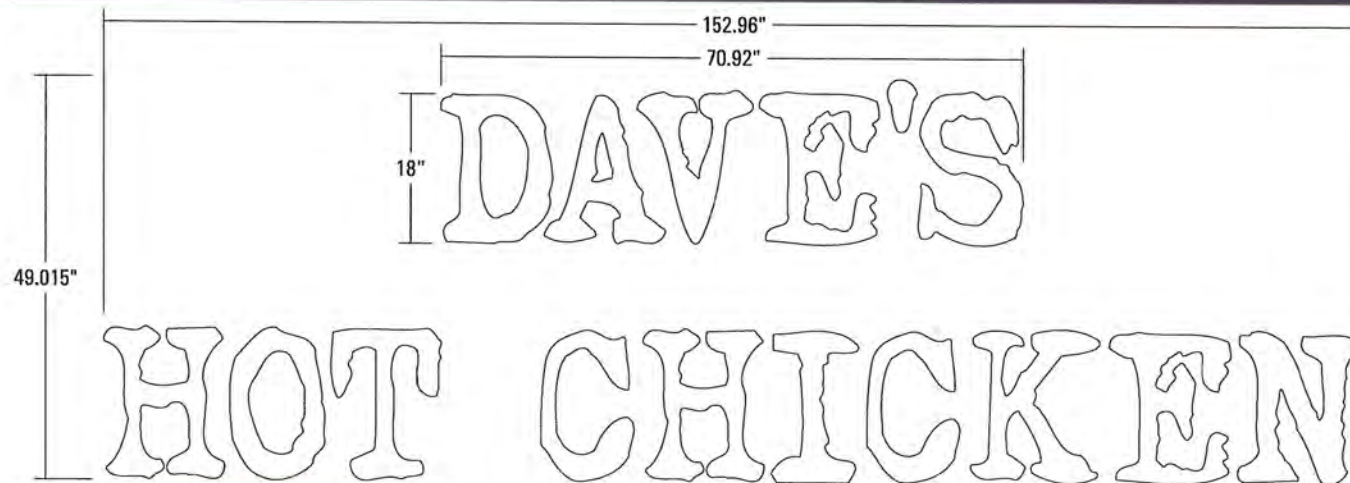
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Print Name: _____

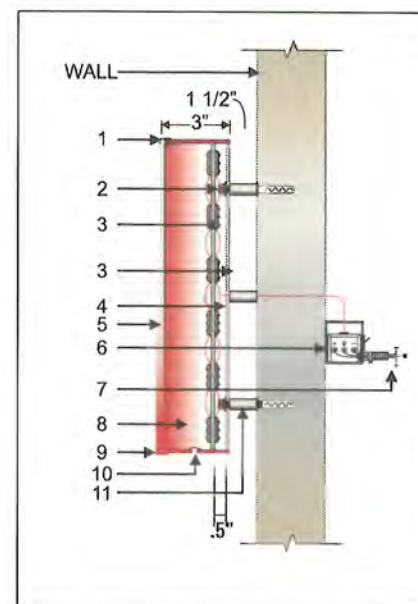
Date: _____



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Sq Ft: 52.06



Face and Reverse Lit Channel Letters

Materials

1	#8 Screw
2	1/4" Bolts with Alligator Anchors, min. 3 Per Letter
3	Low Voltage LEDs (Inside)
4	Aluminum Back
5	3/16" Acrylic Faces
6	12V DC LED Power Transformer w/ Disconnect Switch
7	120V Power Feed (Provided by Others)
8	.063 Aluminum Returns
9	1" Trim Cap
10	1/4" Weep Hole w/ Light Baffle
11	1 1/2" Spacers, Painted to Match Building

Colors & Finishes

A	Returns Painted PMS 187 C
B	White Acrylic Faces
C	White LEDs (Inside)
D	Red LEDs (Outside)
E	1" Trim Cap Painted PMS 187 C

Notes

Rev 1: JAC 7/10/24 Revised color of returns/trim cap

Rev 2:

Rev 3:

Rev 4:

Rev 5:



Designer: JH

Date: 09/10/24

Client: Dave's Hot Chicken - Normal, IL

File Path: Z:\Restaurants\DAVE'S HOT CHICKEN\IL\Normal\To Be Determined - 61702\New - September 2024

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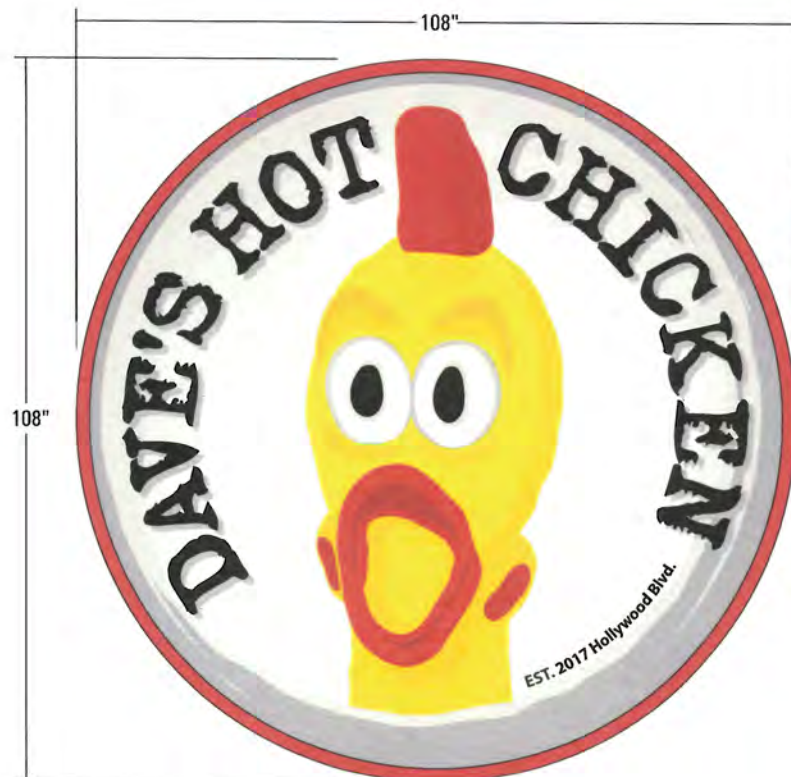
Print Name: _____

Date: _____



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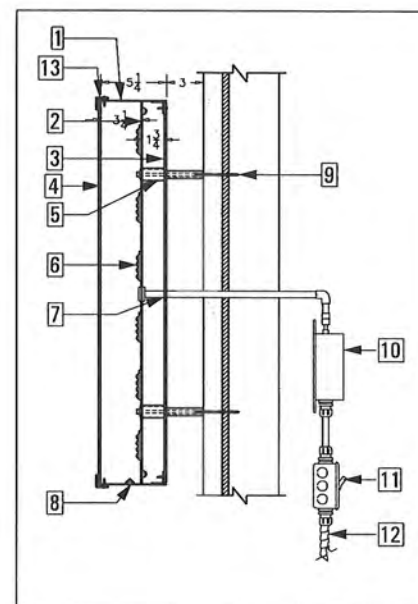
Face and Reverse Lit Logo



Sq Ft: 81



Night Time Simulation



Materials

1	.063 Alum. Returns
2	.090 Alum. Mid-Backs
3	Acrylic Backs
4	3/16 Acrylic Faces
5	3" x 5/8" PVC Spacers & 1" x 1" Thin Wall Alum. Tube
6	LED Module
7	Flex Conduit
8	1/4" Weep Holes
9	Mounting Hardware
10	Power Supply
11	Disconnect Switch
12	Primary Electrical
13	2" Retainer

Colors & Finishes

A	Returns Painted PMS 186 C
B	White Acrylic Faces
C	White LEDs (Inside)
D	Red LEDs (Outside)
E	Retainer Painted PMS 186 C

Notes

Rev 1: JAC 6/12/24 Added 2" retainer. Revised returns to .063

Rev 2:

Rev 3:

Rev 4:

Rev 5:



Designer: JH Date: 09/10/24

Client: Dave's Hot Chicken - Normal, IL

File Path: Z:\Restaurants\DAVE'S HOT CHICKEN\IL\Normal\To Be Determined - 61702\New - September 2024

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SLING Micro Strike

AREA/SITE/ROAD LIGHTER

FEATURES

- Compact sleek design with multiple LED configurations and simple installation
- The SLING includes a square mounting block for easy pole installation or mast arm option for 2-3/8" ft OD roadway brackets
- Capable of replacing up to 1000w HID luminaires
- Micro Strike optical distributions of Type 2, 3, 4F, 4W or 5QW
- Tool-less entry option for easy installation and maintenance
- 15G rated for high vibration applications including bridges and overpasses



CONTROL TECHNOLOGY



SERVICE PROGRAMS



SPECIFICATIONS

CONSTRUCTION

- Die-cast housing with hidden vertical heat fins that are optimal for heat dissipation while keeping a clean smooth outer surface
- Corrosion resistant, die-cast aluminum housing with powder coat paint finish
- Separate optical and electrical compartment for improved thermal management and optimum component operation
- TGIC thermoset polyester powder paint finish applied at nominal 2.5 mil thickness

OPTICS

- Entire optical aperture illuminates to create a larger luminous surface area resulting in a low glare appearance without sacrificing optical performance
- Premium engineered individual acrylic lenses deliver IES Type 2, 3, 4F, 4W and 5QW distributions
- Lens distributions are field rotatable (in 90° increments) or exchangeable for job site fine-tuning
- 3000K, 4000K or 5000K (70 CRI) CCT
- 80, 160 or 320 midpower LEDs
- 3000K, 4000K or 5000K (70 CRI) CCT
- Zero uplight at 0 degrees of tilt
- Field rotatable optics

INSTALLATION

- Tool-less entry to wiring/driver compartment optional
- Arm mounting works with S2 drill pattern
- Fixture ships with square mounting block for ease of installation
- Mast arm fitter accessory or option available for 2-3/8" OD brackets with vertical tilt of +3°, 0° or -3°

ELECTRICAL

- Universal 120-277 VAC or 347-480 VAC input voltage, 50/60 Hz
- Ambient operating temperature -40° C to 40° C
- Drivers have greater than 90% power factor and less than 20% THD
- LED drivers have output power over-voltage, over-current protection and short circuit protection with auto recovery
- Standard 6kV surge protection with optional field replaceable surge protection device provides 20kA and 10kV protection meeting ANSI/IEEE C82.412 Category C High and Surge Location Category C3. Automatically takes fixture off-line for protection when device is consumed

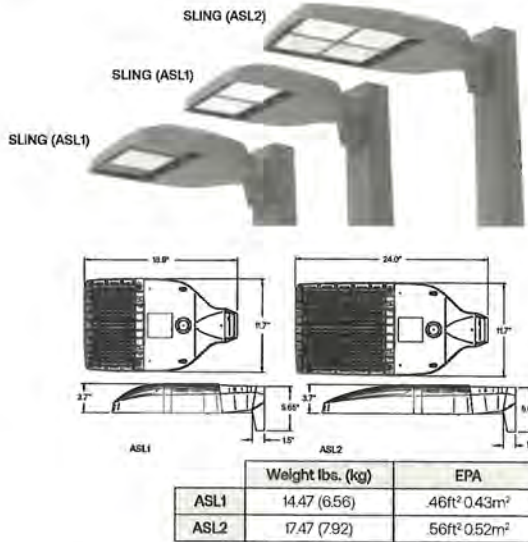
CONTROLS

- Photo control, occupancy sensor and Zigbee wireless available for complete on/off and dimming control
- 7-pin ANSI C136.41-2013 photocontrol receptacle option available for twist lock photocontrols or wireless control modules (control accessories sold separately)
- Dimming Drivers are standard and dimming leads are extended out of the luminaire unless control options require connection to the dimming leads. Must specify if wiring leads are to be greater than the 6
- Please consult brand or sales representative when combining control and electrical options as some combinations may not operate as anticipated depending on your application

DATE: _____ LOCATION: _____

TYPE: _____ PROJECT: _____

CATALOG #: _____



CERTIFICATIONS

- Listed to UL1598 and CSA C22.2#2500-24 for wet locations and 40°C ambient temperatures
- DLC® (DesignLights Consortium Qualified), with some Premium Qualified configurations. Not all product variations on this page are DLC Qualified. Refer to <http://www.designlights.org/> for the most up-to-date list.
- 15G rated for ANSI C136.31 high vibration applications
- IP65 optical assembly
- Meets IDA recommendations using 3K CCT configuration at 0 degrees of tilt
- This product meets federal procurement law requirements under the Buy American Act (FAR 52.225-9) and Trade Agreements Act (FAR 52.225-11). See Buy America(n) Solutions (link to <https://www.currentlighting.com/resources/america-solutions>)

WARRANTY

- 5 Year warranty

DATE

PROJECT

TYPE

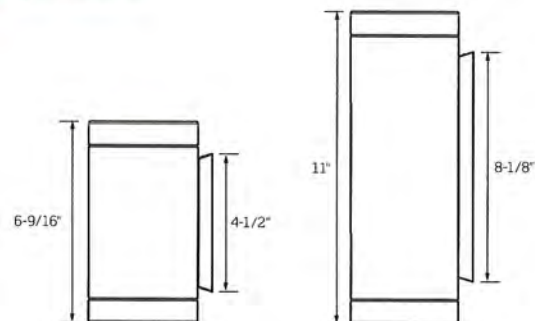
CY3 SERIES | 3-1/2-Inch Indoor/Outdoor Round ADA Compliant Wall Mount Cylinders



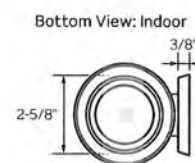
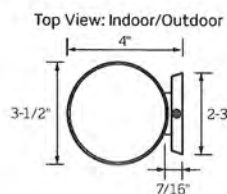
Wall Mount






Tall Wall Mount



Wall Mount Luminaires may be installed in the Up or Down orientation



	CY3S1/CY3T1	CY3S2/CY3T2	CY3S3/CY3T3
WATTAGE	10W	14W	20W
LUMEN OUTPUT ¹	1200Lm	1653Lm	2286Lm
COLOR TEMPERATURE	2700K / 3000K / 3500K / 4000K		
CRI	83 (80min) / 90+		
BEAM	13° Spot / 29° Medium / 44° Flood / 60° Wide Flood / Wall Wash		
LUMINAIRE HEIGHT	6-1/2-Inches (Short) / 11-Inches (Tall)		
FINISHES	Matte Black / Satin Bronze / Matte White / Matte Silver / Custom Colors Available		
DRIVER INPUT WATTAGE	10W	14W	20W
DRIVER INPUT VOLTAGE	120V – 277V Dimming, 50/60Hz		
DIMMING TYPE	120V TRIAC/ELV 120V – 277V 0-10V Lutron HiLume EcoSystem		
LISTINGS	   cCSAus Certified for use in the U.S. and Canada; Suitable for Damp/Dry or Wet locations Wet Location Cylinders feature a Silicone Sealed Clear Glass Lens in a Gasketed Die-Cast Trim Ring to ensure unit is watertight; IP65 Rating for Wet Location Models Cylinders must be installed per specific product installation instructions and all appropriate NEC Codes		
WARRANTY	Five (5) year replacement after date of purchase		
SYSTEM RATING	50,000 Hours @ 70% Lumen Maintenance		

¹ Approximate lumen output based on 2700K performance; see photometric test results for additional information

Amended Site Plan

Case #: 24-10-16-PC
Applicant: Farnsworth Group, Inc.
Location: 200 Greenbriar
Date: October 10, 2024

Summary: Proposed Amended Site Plan to add a Dave's Hot Chicken to the west end of the parking lot at 200 Greenbriar

Staff Recommendation: Approval

Background

All properties zoned B-1 General Business that encompass more than 5 acres are required to have a site plan. The property at 200 Greenbriar meets these criteria. The site plan for this property was most recently amended in 2002, when the existing building was converted from a Menards to a multitenant retail center (Res. No. 3155).

At this time, the applicant is proposing to build a Dave's Hot Chicken at the west end of the existing parking lot. The restaurant would be built on the existing lot – the property would not be subdivided. Major features of the proposed site plan amendment include the following:

1. **Building.** The attached packet includes several illustrations of the building elevations. The building entrance would face east toward the multitenant building, and the drive through window would face west toward Veterans Parkway. The sheet labeled A299 is the approximate final design of the building, although the exact art to be located behind the "Dave's Hot Chicken" signs over the windows has yet to be finalized. Sheets A300 and A301 are the same building design but without the art. Sheet A302 is an example of a Dave's Hot Chicken in Batavia. All four sides of the building would have complementary exterior materials, signage, and visual interest. The proposed design of the building meets the Community Design Standards and meets setback and height requirements for B-1 zoning.
2. **Landscaping.** The proposed location of the new building is within an existing parking lot. The only green space to be displaced would be the two islands furthest to the west. As part of the development, Dave's would install two new comparably sized islands just east of the new building and one new island to the south of the building. In addition, landscaping would be added on the north and south ends of the building as shown on Sheet L1.1. As part of this development, the entire site would have its landscaping refreshed to meet approved landscaping plan for 200 Greenbriar. This will entail replanting trees in many of the islands where they are missing and adding new trees and shrubbery adjacent to Veterans near the new building.

When applying the Community Design Standards to a site that is already developed, the baseline number of new trees and shrubs are based on the linear feet of street frontage

adjacent to the new development. This calculation has been satisfied with the new trees and shrubs added along Veterans.

3. **Signage.** The proposed sign package consists of wall signage plus one freestanding menu board. They may also occupy a panel on the existing pylon sign near Veterans. The overall property at 200 Greenbriar qualifies for 810 sq. ft. of signage. The current sign total is 788 sq. ft., based on the multiple tenants within the main building. Thus, the site is technically only able to add 22 sq. ft. The proposed wall signs for Dave's total 345 sq. ft., which would lead to a total of 1,133 sq. ft. on the property. Thus, a variance is requested.

The proposed menu board is less than code maximum height of 8 feet and maximum size of 75 sq. ft.

VARIANCE: Exceeding sign square footage for the site

4. **Lighting.** The existing parking lot lighting would remain unchanged with the exception of the islands to be relocated. One new, full cutoff pole would be located in a new island to the east of the building. The building would have decorative wall lights on three sides and one full cutoff "wallpack" on the north side.
5. **Access and traffic circulation.** Access to the site would remain as is, with people entering from Parkway Plaza to the north, from Susan Drive to the southeast, and from College to the south. (The site is connected to the property adjacent to the south.) Circulation to and through the Dave's area, including the drive through, would occur via the existing drive aisles.
6. **Parking.** The existing multitenant building is required to have 380 parking spaces. The amended site plan from 2002 included a variance to provide only 309 spaces, but subsequent restriping over time has left the site with 288 parking spaces today.

Per code, a restaurant should have 1 parking space per 75 sq. ft. of building gross floor area. Per this calculation, Dave's itself is required to have 29 parking spaces.

With the addition of Dave's Hot Chicken, the property would have 262 parking spaces (including 12 spaces in the Dave's drive through). Thus, a variance is requested.

VARIANCE: Parking less than the code minimum

A representative from Farnsworth will be present during the public hearing to answer questions.

Adjacent Zoning

The subject property is zoned B-1 General Business. All surrounding properties are also zoned B-1 and are used for commercial purposes.

Staff Analysis

The site plan review standards, set forth in Sec. 15.8-5, are listed below along with the staff analysis:

- A. *The extent to which potential incompatibilities between the proposed development and surrounding existing development and zoning is minimized by such design features as placement of buildings, parking areas, access driveways and existing or proposed topography.***

The proposed development is located in Normal's largest commercial zoning area – the Veterans Parkway corridor. The current parking lot at 200 Greenbriar is significantly underutilized, and the proposed traffic circulation to and around the Dave's Hot Chicken should not cause any incompatibilities based on the current parking lot configuration.

- B. *The extent to which the proposal minimizes any adverse impact of the development upon adjoining land, including the hours of use and operation and the type and intensity of activities that may be conducted.***

The site is currently underutilized, and there is room for the additional activity that would be generated by a Dave's Hot Chicken. The level of activity at a Dave's Hot Chicken is expected along this busy thoroughfare. In addition, by bringing more people to the site, nearby businesses are expected to benefit.

- C. *The extent to which adequately improved streets connected to the improved arterial street system are available or can be reasonably supplied to serve the uses proposed in the development.***

Veterans Parkway and College Avenue are capable of managing the traffic expected at a Dave's Hot Chicken.

- D. *The extent to which the proposed development is essential or especially appropriate in view of the available alternatives within the Town.***

Restaurants are a common land use within B-1 General Business zoning, so the Dave's Hot Chicken is an appropriate alternative use for this underutilized parking lot.

- E. *The extent to which the proposed development will favorably or adversely affect other persons or property and, if so, whether, because of circumstances peculiar to the location, the effect is likely to be greater than is ordinarily associated with the development of the type proposed.***

As mentioned earlier, the addition of Dave's Hot Chicken will bring additional customers to the businesses at 200 Greenbriar and to surrounding properties. This was the case when the Five Guys/Coldstone Creamery developed on the west side of the parking lot directly to the south. Also, the re-establishment of interior parking lot landscaping on the site and additional plantings adjacent to Veterans Parkway should be an aesthetic upgrade for the property.

Town staff also supports the variances required for the development of Dave's Hot Chicken. Regarding the sign package, the existing amount of signage on the multitenant building is close to the maximum permitted by code. In order to better utilize this site, a new building would require a sign variance. The sign package proposed by Dave's Hot Chicken is tasteful, complements the building itself, and does not include a freestanding sign. If the Dave's were on its own property, the 345 sq. ft. of signage they are proposing would be less than code would permit.

Staff also supports the requested parking variance. The large parking lots that were commonly built in decades past for shopping strip centers are now significantly larger than is actually required for customer

traffic. Among the causes for this are online shopping and delivery services. In order to more effectively utilize these already-developed spaces, Town staff analyzes how a site's parking is actually used in order to determine whether a variance is warranted. In this case, staff is comfortable supporting the variances based on parking lot usage at 200 Greenbriar. Staff also has the next-door example with Five Guys and Coldstone Creamery to demonstrate that this sort of arrangement can work quite well.

Conformance to Existing Town Plans

The Comprehensive Plan places a high value on infill development. Dave's Hot Chicken is a textbook example of this, with its adjacency/proximity to public utilities, a transportation network that can manage the additional traffic, and two fixed bus routes.

Town Staff Recommendation

For these reasons, Town staff recommends approval of the Amended Site Plan for the Dave's Hot Chicken as proposed with the variances for sign square footage and parking.

Town Council Action Report

October 21, 2024

Resolution Approving a Site Plan for 751 Pine Street

Prepared By: Mercy Davison, Town Planner
Reviewed By: Pamela S. Reece, City Manager
Jason Querciagrossa, Corporation Counsel
Greg Troemel, Director of Inspections
Ryan Otto, Director of Public Works

Staff Recommendation: Approval

Planning Commission Recommendation: Approval

Attachments: Proposed Resolution; Aerial and Zoning Maps; Proposed Site Plan; Staff Report to the Planning Commission; Minutes of the October 10, 2024, Planning Commission meeting are included in the Addendum.

Community Impact

The improvement of 751 Pine Street would be appropriate infill development and would improve the appearance of a highly visible property adjacent to Route 66.

Budget Impact

N/A

Strategic Alignment



Background

The property at 751 Pine Street is approximately 3.25 acres in size and has historically been used for light industrial purposes. The new owner proposes to build four self-storage buildings on the undeveloped portion of the property. He would continue to use the existing building on the west side of the property as an office for his remodeling and construction business.

As proposed, the development would occur on the same lot without further subdivision, although the dashed line on the site plan shows a potential future subdivision.

Major features of the proposed site plan include the following:

1. **Access.** The site currently has one gravel access to Pine Street. In the proposed new development, the existing entrance would be improved and hard-surfaced, and a second concrete access would be added to the east near the self-storage buildings.
2. **Buildings.** Four self-storage buildings of varying sizes would be built east of the existing building, with hard-surface drive areas for customer access. The building design would incorporate stone to break up the street-facing facades.
3. **Parking.** Code does not require vehicular parking spaces associated with the units, although three vehicular parking spaces would be provided near Pine Street at the entrance. Two bike parking spaces would be provided as well. There are existing parking spaces by the office building.
4. **Landscaping.** The proposed landscaping plan meets code, with more than 50% green space where code requires a minimum of 20%. If the lot were subdivided into two lots, each lot would still meet the minimum 20% green space.
5. **Lighting.** The owner is proposing only wall-mounted, full-cutoff lighting on the buildings.
6. **Sign package.** The owner does not have a sign package available for review, but the intent is to meet code.
7. **Drainage.** At the time the property was subdivided in years past, the then-owner paid a fee in lieu of detaining stormwater on site. Thus, detention is not required. The proposed development would route the stormwater around the east side of the new buildings and to the south with design features to slow the runoff.
8. **Security.** The site plan includes a gate at the new entrance to the self-storage units. The gate would be digitally activated for customers.

The site plan also shows 5 feet of right-of-way adjacent to Pine Street to be dedicated for sidewalk upon Town request in the future. The plan also shows 15 feet of easement adjacent to the west edge of the existing water main easement. This new easement area would accommodate public sanitary sewer upon Town request.

Discussion

The Sec. 15.8-5 of the Municipal Code sets forth Site Plan review standards, which include the minimization of incompatibilities between the development and surrounding properties, the extent to which the proposed development will favorably or adversely affect other persons or property, and the extent to which existing surrounding roadways can serve the proposed development.

Town staff find the proposed plan meets the above standards. Overall, the proposed infill development would be a significant aesthetic improvement. The site is currently mostly gravel with minimal green space or plantings. The proposed plan includes attractive buildings, copious green space, and landscaping focused along Pine Street. The development should cause no negative impacts on nearby properties given the improved appearance, and the expected traffic generation could be accommodated on Pine Street without further improvement. Site runoff would be managed appropriately.

The Town will also benefit in the future from the easements for sidewalk and sanitary sewer, which the owner has agreed to dedicate upon request.

In addition to meeting the site plan criteria, the project fulfills important goals found within the Comprehensive Plan, which supports infill development and small business operations.

The Planning Commission held a public hearing for the proposed site plan amendment on October 10, 2024. Aside from the applicant, no members of the public testified. Following its findings of fact, the commission voted unanimously in favor of the site plan as proposed.

For these reasons, Town staff recommend the Town Council approve the site plan as proposed.

Keywords: Site Plan, 751 Pine Street

RESOLUTION NO. _____

RESOLUTION APPROVING A SITE PLAN FOR 751 PINE STREET

- WHEREAS, The Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs.
- WHEREAS, The owner of 751 Pine St. has submitted a site plan for the property (the "Site Plan").
- WHEREAS, On October 10, 2024, after notice and hearing as required by law, the Planning Commission recommended approval of the Site Plan.
- WHEREAS, It is in the best interests of the health, safety, and welfare of the citizens of Normal to approve the Site Plan for the property.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

- SECTION 1. This resolution pertains to the site plan on file in the office of the Town Clerk titled *Banks Remodeling* and dated August 26, 2024.
- SECTION 2. The Site Plan is hereby approved.
- SECTION 3. All use and development of the property described in this resolution must comply with all Town of Normal codes, ordinances, rules, and regulations, and this approving resolution, and the property must be maintained in accordance with this approved Site Plan.

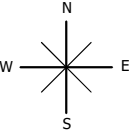
ADOPTED this _____ day of _____, 2024.

APPROVED:

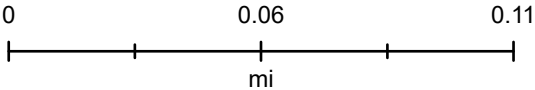
President of the Board of Trustees
Town of Normal, Illinois

ATTEST:

Town Clerk
(seal)

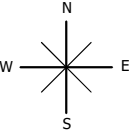
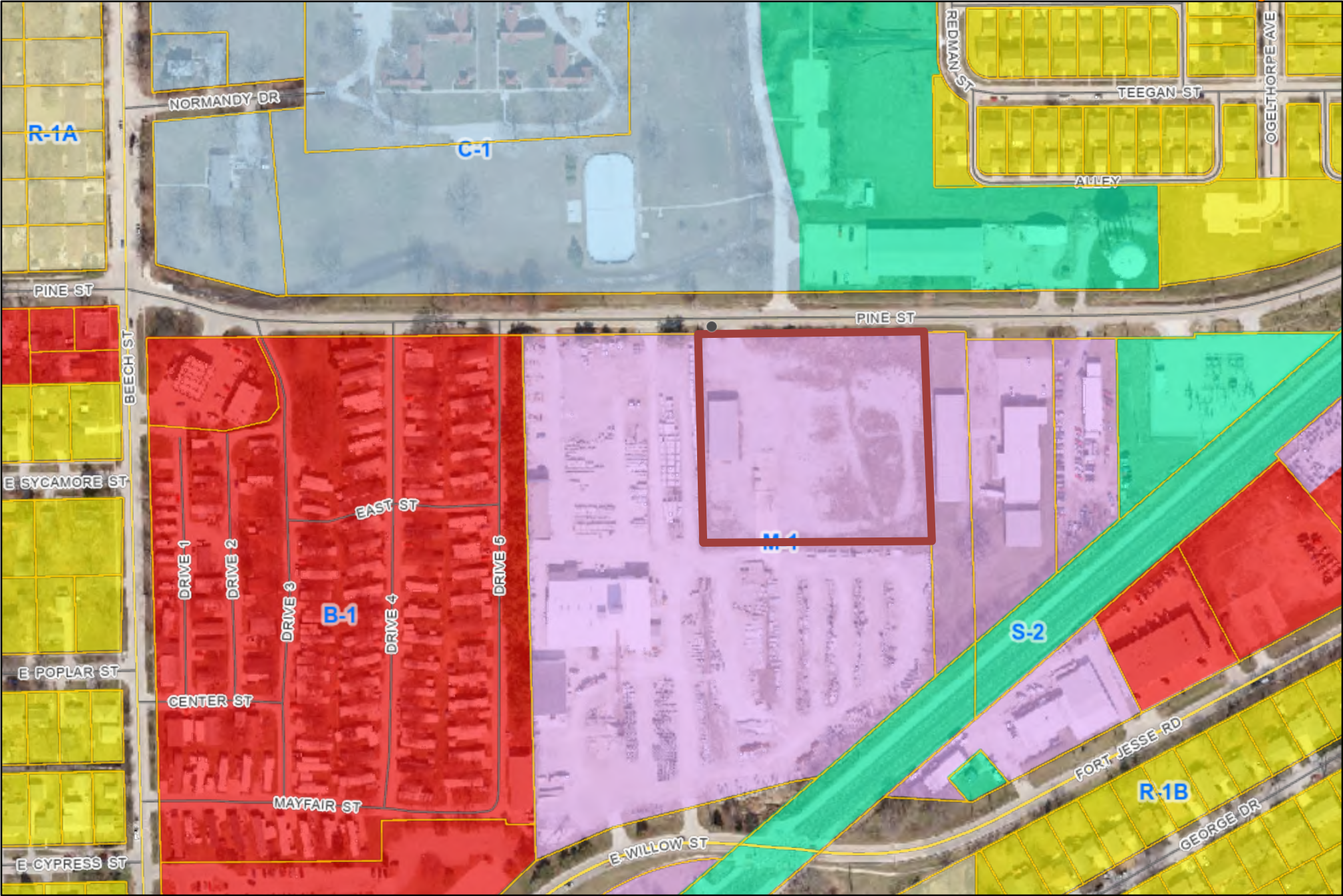


McGIS does not guarantee the accuracy of the information displayed. Only on-site verification or field surveys by a licensed professional land surveyor can provide such accuracy. Use for display and reference purposes only.

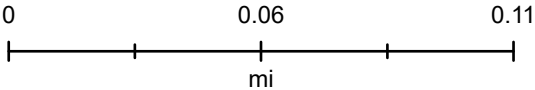


1 inch = 290 feet





McGIS does not guarantee the accuracy of the information displayed. Only on-site verification or field surveys by a licensed professional land surveyor can provide such accuracy. Use for display and reference purposes only.



1 inch = 290 feet



ZONING SITE PLAN BANKS REMODELING 751 PINE STREET NORMAL, ILLINOIS

Packet Pg. 8 of 7

LYB
www.lybinc.com

Lewis, Yockey & Brown, Inc.
Consulting Engineers & Land Surveyors
Professional Design Firm Registration #184-000006
806 North Main Street, Bloomington, Illinois
Ph: (309) 829-2552



08/23/2024
DATE
EXP. DATE 11/30/2025

REVISED	DATE
-	-
-	-
-	-
-	-

BL 233
CBL MBUSD
CBL BAS
APP. DFB

ZONING SITE PLAN
BANKS REMODELING
751 PINE STREET NORMAL, ILLINOIS
COVER SHEET

SHEET

1

OF 5
JOB #

5148.01

OWNER/DEVELOPER:
JOSH BANKS
2288 HOLBROOK DRIVE
NORMAL, ILLINOIS 61761
PHONE: (309) 445-2672

Site Plan Development Notes

- The subject property located at 751 Pine Street is zoned M-1 and contains 141,134 square feet/3.24 acres. The site is currently occupied in the westerly one third by an existing contractor's office and shop (Banks Remodeling). The balance of the property is surfaced with gravel and turf and is currently vacant land.
- Planned use for the property is the continuation of the Banks Remodeling business with the additional development of both climate control and unconditioned dry storage rental unit spaces. The Banks Remodeling operation is served by public water service and utilizes a pre-existing private wastewater septic tank and the seepage field originally permitted by the McLean County Health Department at the location depicted on the site plans. The rental storage use buildings will not require public domestic water service and therefore will not require any means for disposal of domestic wastewater. There will be no restroom facilities within these buildings.
- Topographic and boundary information is based upon survey made by Lewis, Yockey & Brown, Inc. in August 2023.
- Site lighting will be accomplished with building mounted fixtures. Details of fixtures will be provided under separate cover.
- A landscaping plan for the project will be provided under separate cover. 20% of the area of each business use (Banks Remodeling/rental storage) site area will contain green space in addition to meeting the other regular requirements of landscaping planting types and enumeration.

BENCHMARK:

NO.	DESCRIPTION	ELEVATION
1	TOP OF FIRE HYDRANT ON SOUTH SIDE OF PINE STREET - NEAR NORTHEAST PROPERTY CORNER AS SHOWN ON PLANS	802.50



Legal Description of Subject Premises

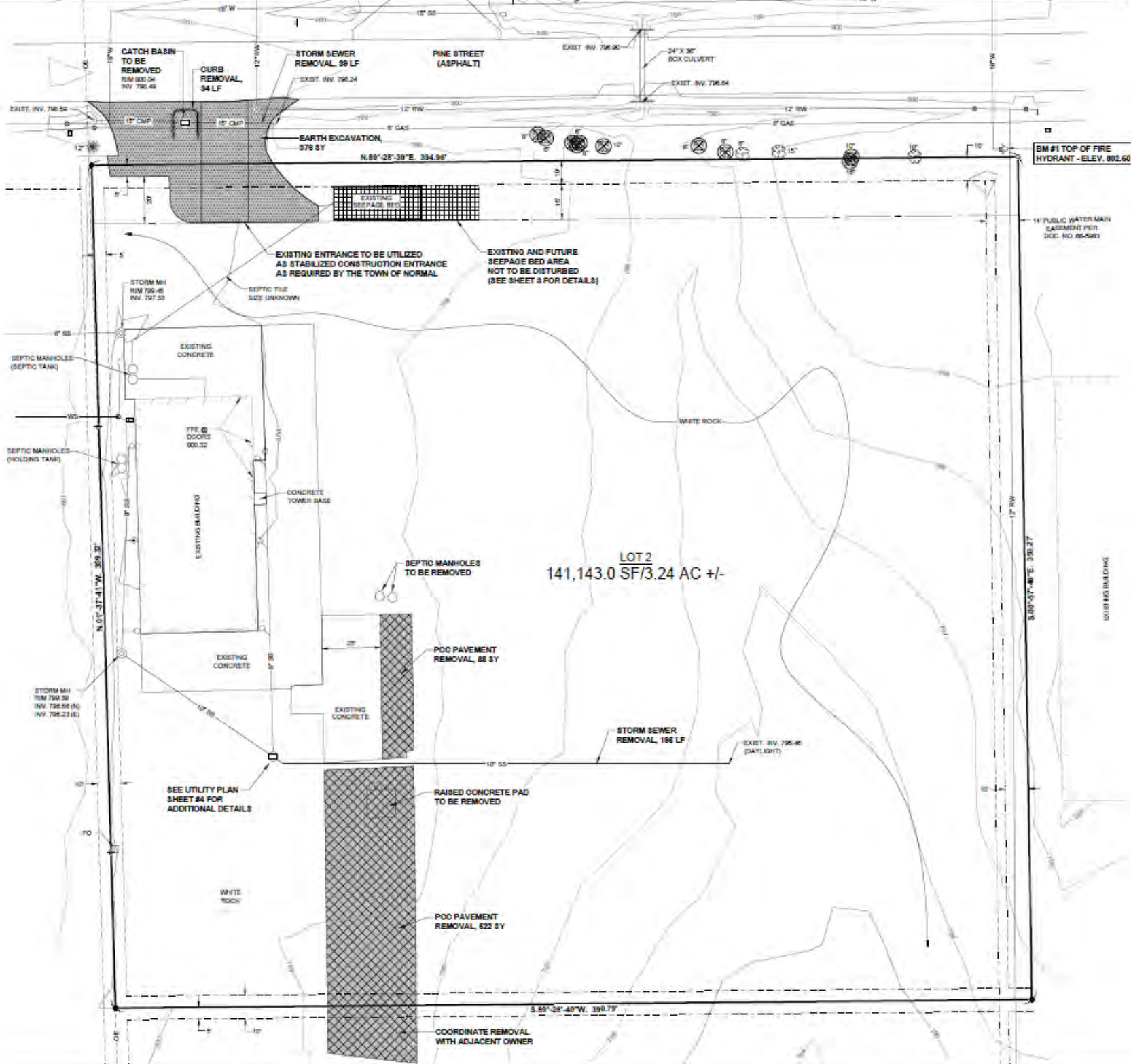
Lot 2 in Darnall Concrete Products Subdivision, according to the Plat thereof recorded as Document No. 2001-35500 in the McLean County Recorder of Deeds Office, being a part of the NW1/4 of Section 27, Township 24 North, Range 2 East of the Third Principal Meridian, Town of Normal, McLean County, Illinois.

Said Lot 2 contains 141,134.40 square feet/3.24 acres, more or less.

LEGEND	
	BOUNDARY OF SUBJECT PREMISES
	5/8" IRON ROD SET
	5/8" IRON ROD FOUND
	UTILITY EASEMENT LIMITS
	20' BUILDING SETBACK LINE
	EXISTING BUILDING
	EXISTING SEPTIC MANHOLE
	EXISTING STORM MANHOLE
	EXISTING CATCH BASIN
	EXISTING STORM SEWER
	EXISTING HYDRANT
	EXISTING WATER SERVICE
	EXISTING WATER VALVE
	EXISTING WATER MAIN
	EXISTING RAINWATER MAIN
	UTILITY POLE
	TELEPHONE PEDESTAL
	CATV PEDESTAL
	FIBER OPTIC LINE MARKER
	DECIDUOUS TREE w/DIAMETER
	OVERHEAD ELECTRIC
	GUY ANCHOR
	CORRUGATED METAL PIPE
	AIR CONDITIONER CONDENSER
	EXISTING CONTOUR
	EXISTING SPOT ELEVATION
	PROPOSED STORM BASIN
	PROPOSED FLARED END SECTION
	PROPOSED STORM SEWER
	PROPOSED FINISHED GRADE
	DIRECTION OF DRAINAGE
	PROPOSED EROSION CONTROL
	PROPOSED BUILDING
	PROPOSED FINISHED FLOOR ELEVATION
	PROPOSED CONTOUR
	NUMBER OF PARKING SPACES
	PROPOSED FLOOD ROUTE
	PROPOSED PORTLAND CEMENT CONCRETE PAVEMENT

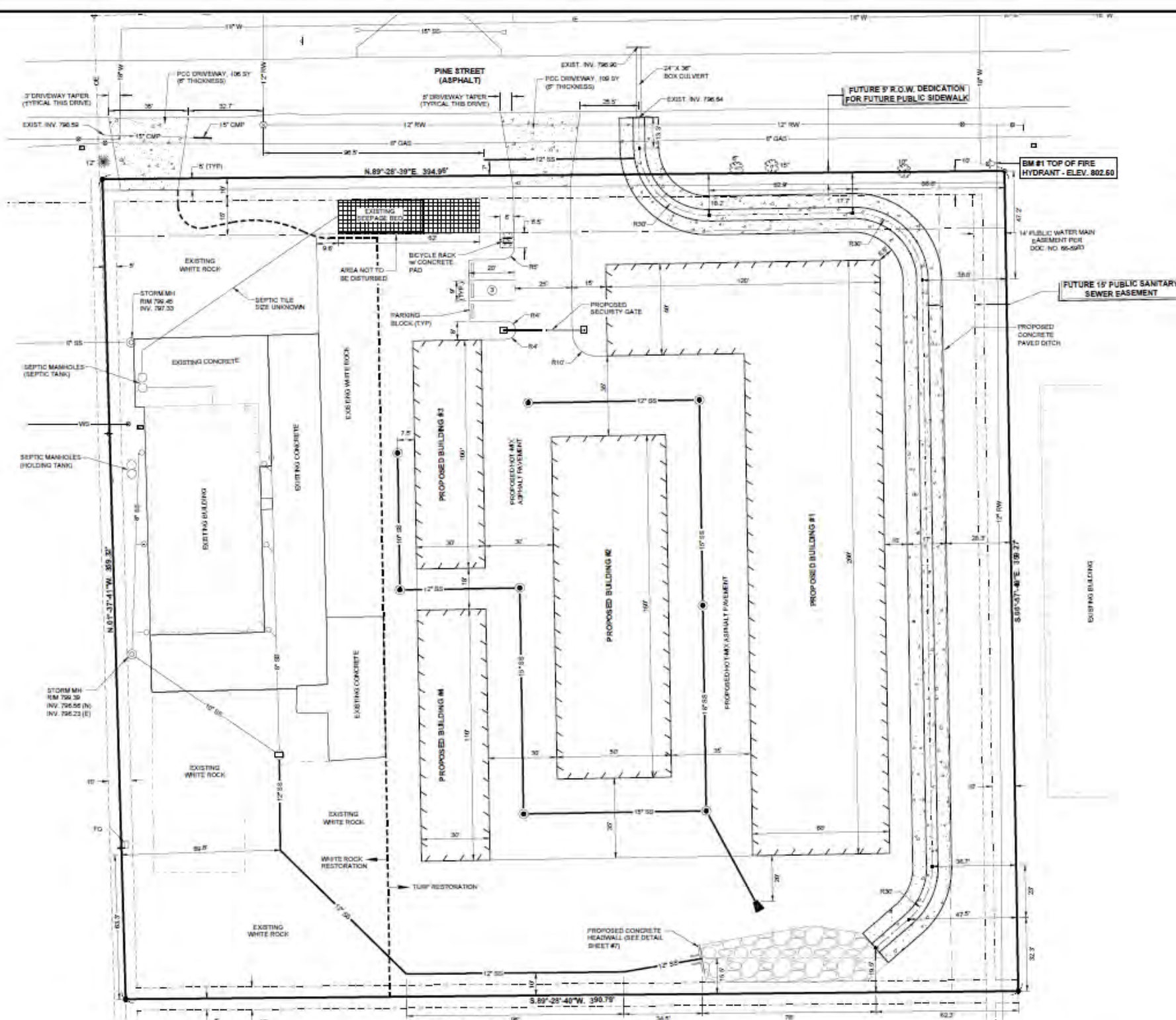
INDEX OF SHEETS

SHEET NO.	DESCRIPTION
1	COVER SHEET
2	EXISTING TOPOGRAPHY & DEMOLITION PLAN
3	SITE LAYOUT PLAN
4	UTILITY PLAN
5	GRADING AND EROSION CONTROL PLAN



REVISION	
1	
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ZONING SITE PLAN
BANKS REMODELING
751 PINE STREET NORMAL, ILLINOIS
EXISTING TOPOGRAPHY & DEMOLITION PLAN



NOTES

TOTAL GREEN SPACE ON
WEST LOT = 9,250 SF / 45,000
TOTAL SQUARE FEET = 70
PERCENT GREEN SPACE

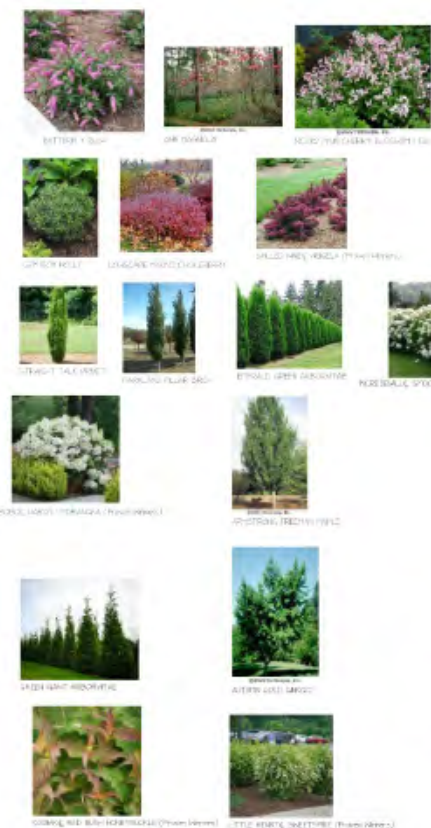
TOTAL GREEN SPACE ON
EAST LOT = 32,500 SF /
107,000 TOTAL SF = 30
PERCENT TOTAL GREEN SPACE



2405 FOX CREEK RD
BLOOMINGTON, IL
(309) 827-5263

DRAWN BY: MITCH
DATE: 8/22

BANKS REMODELING
PINE STREET
NORMAL, IL



Leg - Common Name	
Tree	
1	SMITHSONIAN PINES
2	RED TWIG DOGWOOD
3	RED TWIG DOGWOOD
4	RED TWIG DOGWOOD
5	RED TWIG DOGWOOD
6	RED TWIG DOGWOOD
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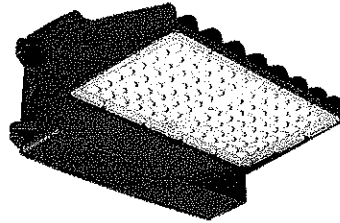




INDUSTRIAL AND COMMERCIAL
LIGHTING MFR SINCE 2003

PROJECT NAME
ITEM #
FIXTURE SCHEDULE
NOTES

Full Cutoff Wall Pack Series



Our Full Cutoff LED Wall Pack Light offers the perfect solution when you need to brightly illuminate the perimeter of a building while controlling the sideways spread of light. Thanks to its down throw beam angle and type IV distribution pattern, this premium LED wall pack fixture casts a uniform, focused ray in a circular pattern downward and outward along a wall and to the ground directly beneath. Areas away from the building, meanwhile, remain dark. This creates a visually appealing illumination while enhancing safety and security where it's needed.

Specifications – 80W

CRI	>80	Ratings and Certifications	DLC Premium v5.1, UL Listed, IP65
Light Source	LED	Dimmable	0-10v
Voltage	120-277v	Beam Angle	Forward Throw
Color Temperature Selectable	3000K / 4000K / 5000K	Mounting Options	Wall
Wattage	80W	Operating Temperature	-40°C to 50°C (-40°F to 122°F)
LPW	134-148	Lumens	10,800-11,330
Housing	Die-cast Aluminum	Finish	Bronze
Product Weight	7.05 lbs.	Product Dimensions	12.8" L x 6.38" W x 9.53" H
Shipping Weight	9.04 lbs lbs.	Shipping Dimensions	14.06" L x 8.74" W x 12.01" H
Lifespan	50,000	Warranty	5 Year



Site Plan

Case #: 24-10-13-PC
Applicant: Josh Banks
Location: 751 Pine Street
Date: October 10, 2024

Summary: Proposed addition of self-storage units to the undeveloped portion of 751 Pine Street.

Staff Recommendation: Approval

Background

The property at 751 Pine Street is approximately 3.25 acres in size and has historically been used for light industrial purposes. Most of the lot is covered in gravel. The property is a lot of record.

Many years ago, the property was associated with Darnall Concrete Products to the west and south. In 2001, Roanoke Concrete purchased the property and built the existing one-story building. A septic system on site serves the building, as public sewer is almost 1,000 feet to the west.

The current owner purchased the property in 2023 with the intent to use the existing building as an office for his remodeling business and to potentially develop the remaining ground as self-storage. The owner is aware that the current gravel area may be used in a very limited fashion, as is dictated by the site's M-1 Restricted Manufacturing zoning classification. Per code, the gravel area may be used for the storage of materials and the long-term storage of boats, RVs or the like.



The owner has now decided to request approval of a layout for a future self-storage development. The zoning code requires that M-1 lots within 500 feet of R-1 zoning have a site plan approved prior to development. The Savanna Green neighborhood is within 500 feet to the northeast.

As proposed, the development would occur on the same lot without further subdivision, although it has been designed to facilitate subdivision in the future. Major features of the proposed site plan include the following:

1. **Access.** The site currently has one access to Pine Street on the west end. As shown on the image on the previous page, the access is gravel. There is a culvert surrounded by grass in the center of the access. In the proposed new development, the culvert would be relocated and a concrete access would replace the gravel. A second concrete access would be added to the east near the self-storage buildings.
2. **Self-Storage Buildings.** Four such buildings of varying sizes are proposed east of the existing building. The space between the buildings would be hard surfaced for customer access. The building design incorporates stone to break up the street-facing facades and otherwise meets the Community Design Standards.
3. **Parking.** Code does not require vehicular parking spaces associated with the units, although three vehicular parking spaces are provided near Pine Street at the entrance. Two bike parking spaces are provided as well. There are existing parking spaces adjacent to the existing office building.
4. **Landscaping.** The proposed site plan includes more than 50% green space, where code requires a minimum of 20%. As shown on the landscaping plan, if the lot were subdivided into two lots, each lot would still meet the minimum 20% green space. Plantings proposed on the plan meet code.
5. **Lighting.** The owner is proposing only wall-mounted lighting on the buildings. The fixtures would meet the standard for “full cutoff,” meaning they would point straight down and create no glare.
6. **Sign package.** The owner does not have a sign package available for review, but the intent is to meet code. In this location, one freestanding sign is permitted to be up to 20 feet in height and 200 sq. ft. in size; however, the owner is contemplating a monument sign as shown on the attached illustrations. Wall signage would also be permitted up to a maximum square footage determined by the street perimeter and the choice of freestanding sign height.
7. **Drainage.** At the time the property was subdivided in years past, the then-owner paid a fee in lieu of detaining stormwater on site. Thus, detention is not required. The proposed development would route the stormwater around the east side of the new buildings in a concrete ditch to an area on the south side of the property where it currently exits the site, with rip-rap to slow the stormwater as it leaves the site.
8. **Security.** The site plan includes a gate at the new entrance to the self-storage units. The gate would be digitally activated for customers. Based on its distance from Pine Street, staff has no concerns with the gate.

The dashed line on the site plan shows a potential future property line if the site were to be subdivided. The site plan also shows 5 feet of right-of-way adjacent to Pine Street to be dedicated for sidewalk upon Town request in the future. The plan also shows 15 feet of easement adjacent to the west edge of the existing water main easement. This new easement area would accommodate public sanitary sewer upon Town request.

The owner or his representative will be present during the public hearing to answer questions.

Adjacent Zoning

Property	Zoning District	Land Use
Subject Property	M-1 Restricted Manufacturing	Office and contractor's shop
Adjacent North	C-1 PUD S-2 Public Lands & Institutions	One Normal Plaza (skate park) Town Water Distribution Building
Adjacent East	M-1 Restricted Manufacturing	Keen Tile
Adjacent South	M-1 Restricted Manufacturing	Darnall Concrete
Adjacent West	M-1 Restricted Manufacturing	Darnall Concrete

Staff Analysis

Site plan review is required for development on property zoned M-1 when such property is within 500 feet of R-1 zoning, which is the case for 751 Pine Street. The site plan review standards, set forth in Sec. 15.8-5, are listed as follows along with the staff analysis:

- A. *The extent to which potential incompatibilities between the proposed development and surrounding existing development and zoning is minimized by such design features as placement of buildings, parking areas, access driveways and existing or proposed topography.***

The proposed development is sandwiched between properties that have been used for light industrial purposes for decades. Most of the activity related to the self-storage units would occur between or behind the buildings, most of which will be screened from Pine Street by the largest of the buildings. Thus, staff believes the self-storage use itself will not create any incompatibilities.

- B. *The extent to which the proposal minimizes any adverse impact of the development upon adjoining land, including the hours of use and operation and the type and intensity of activities that may be conducted.***

Although the intensity of the site's usage would increase with the new self-storage buildings, the overall improvements – hard-surfaced driveways, added landscaping along Pine Street, and the removal of most existing gravel – would minimize the new impact on surrounding properties.

- C. *The extent to which adequately improved streets connected to the improved arterial street system are available or can be reasonably supplied to serve the uses proposed in the development.***

The proposed land use of self-storage is not anticipated to generate traffic that would negatively impact Pine Street.

- D. *The extent to which the proposed development is essential or especially appropriate in view of the available alternatives within the Town.***

The types of permitted M-1 land uses are variable, and self-storage tends to be one of the quieter and least impactful.

- E. *The extent to which the proposed development will favorably or adversely affect other persons or property and, if so, whether, because of circumstances peculiar to the location, the effect is likely to be greater than is ordinarily associated with the development of the type proposed.***

As mentioned earlier, the design of the site will be a great improvement over current conditions. The site currently has almost no intentional landscaping and is mostly covered in gravel. The proposal is attractive and will have a positive impact on Pine Street.

Conformance to Existing Town Plans

The Comprehensive Plan encourages development on infill sites, particularly those in the core of the community. 751 Pine Street is one such site. It is adjacent to a public street and to a new segment of the Constitution Trail that runs along the north side of Pine Street. The proposed self-storage will have no connection to the water system, so it also does not need to be connected to the sanitary sewer system. Thus, this is a particularly suitable way to develop a site without access to sanitary sewer.

The Comprehensive Plan also calls out Pine Street (Route 66) as an important cultural corridor. The aesthetic improvements that will be realized with this development will help improve the tourist experience as they travel the Mother Road.

Town Staff Recommendation

For these reasons, Town staff recommends in favor of the site plan as proposed.

Town Council Action Report

October 21, 2024

Resolution Conditionally Approving a Site Plan for Lots 1 and 2 of the NN2 WH Subdivision (West of Rivian Motorway and North of College Avenue Extended)

Prepared By: Mercy Davison, Town Planner

Reviewed By: Pamela S. Reece, City Manager
Jason Querciagrossa, Corporation Counsel
Greg Troemel, Director of Inspections
Ryan Otto, Director of Public Works

Staff Recommendation: Conditional Approval

Planning Commission Recommendation: Conditional Approval

Attachments: Proposed Resolution; Aerial and Zoning Maps; Proposed Site Plan; Staff Report to the Planning Commission; Minutes of the October 10, 2024, Planning Commission meeting are included in the Addendum.

Community Impact

Approval of the proposed Site Plan would support Rivian's expansion west of Rivian Motorway. This would support the Comprehensive Plan's Economic Vitality and Health and Sustainability goals, as the expansion would create more jobs in the electric vehicle manufacturing sector.

Budget Impact

N/A

Strategic Alignment

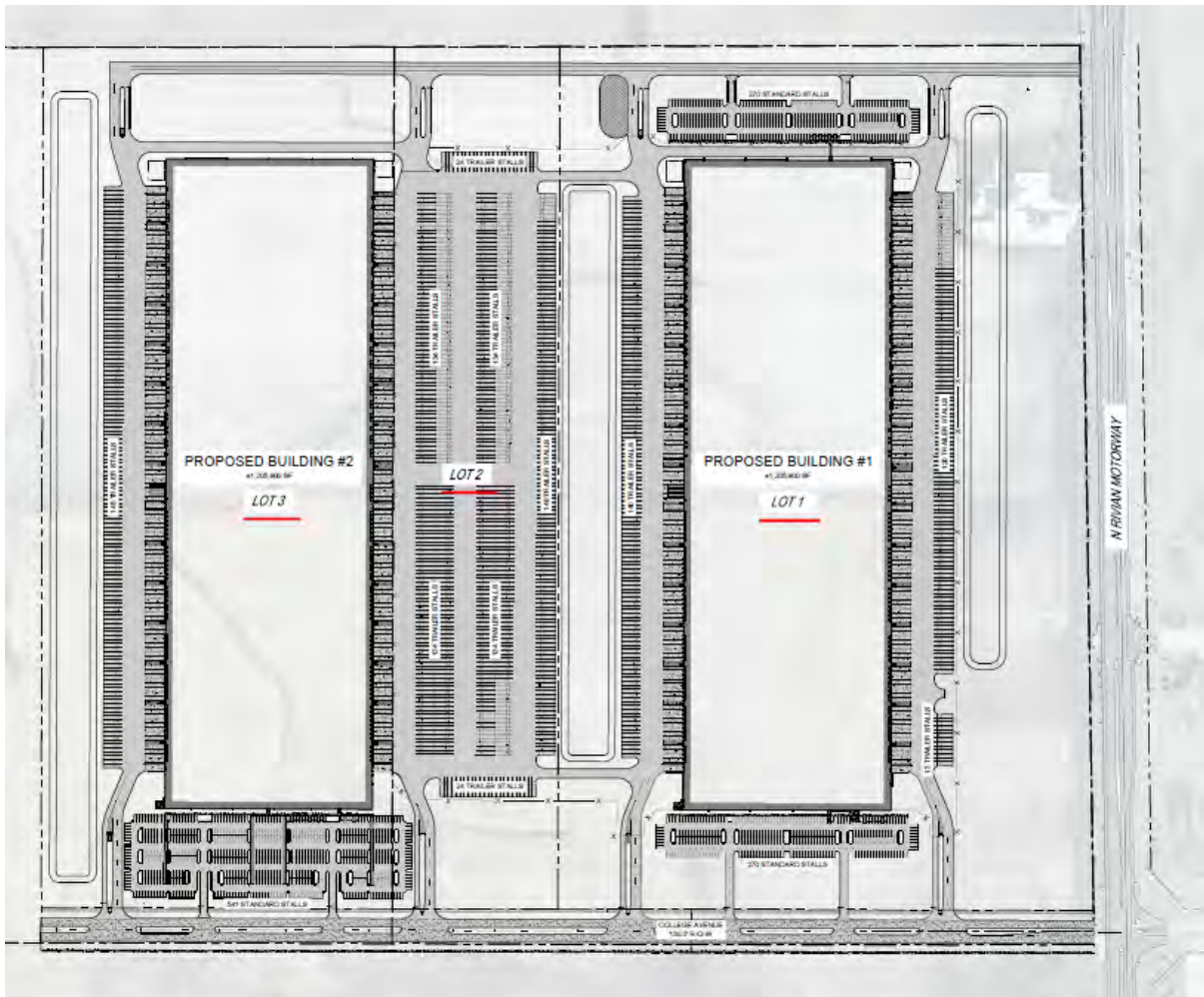


Background

In September 2024, the Town Council approved a preliminary subdivision plan called the NN2 WH Subdivision (Res. No. 6293) for the 380 +/- acres that Rivian purchased in 2021 west of Rivian Motorway. As shown below, the preliminary subdivision plan showed the land being divided into two large lots near Rivian Motorway for near-term development. The remaining land was shown as Outlot 1 for future development of the land zoned M-2 General Manufacturing and Outlot 2 for continued agricultural use under the current Ag zoning.



At this time, Rivian is proposing to develop two large facilities for logistics and light manufacturing. Each requires its own site plan approval. For internal reasons, Rivian is proposing to subdivide the land into three lots, with Lots 1 and 2 treated as one for the purposes of site plan approval and Lot 3 having its own site plan, as shown on the following page. This Council Action Report applies to the site plan for Lots 1 and 2.



The proposed Site Plan for Lots 1 and 2 combined has the following major features:

1. **Overall Layout.** The building is shown on Lot 1 with passenger vehicle parking on the north and south and truck parking and delivery door access on the east and west. College Avenue would be extended along the entire south property line of Lots 1 and 2. A large detention basin would be located between the truck parking area and Rivian Motorway, with another approximately 250 feet of green space between the detention basin and the highway.
2. **Building.** The proposed building is approximately 1.2 million sq. ft. in size and just under 50 feet in height, which exceeds the code maximum of 45 feet. The building would be made primarily of concrete panels. The main entrance at the southeast corner would have more architectural flair with dark concrete panels and Rivian signage. Close to 100 truck bays would be on the east and west elevations of the building.
3. **Parking.** Staff applied the warehousing classification to the proposed development, which would translate to a minimum of 500 spaces. Combined, Lots 1 and 2 would include 529 parking spaces for passenger vehicles, bicycle parking near the building entrance, and 997 truck and trailer parking spaces.

4. **Landscaping.** The overall site meets the Community Design Standards in regard to green space (36% green space where the code minimum is 20%), the minimum number of plantings, and interior parking lot landscaping in the passenger vehicle lots.
5. **Lighting.** The outdoor lighting plan shows average light levels below the code maximum. All fixtures – pole lights and wall-mounted lights – would have a full cutoff design.
6. **Access.** The main access to Lots 1 and 2 would take place from the extended West College Avenue. An access is also proposed directly to Rivian Motorway at the north end of Lot 1. All access points and the design of the intersection of College and Rivian Motorway require further review by Town staff and/or the Illinois Department of Transportation.
7. **Sign package.** The site qualifies for approximately 8,100 sq. ft. of signage. Rivian is proposing 335 sq. ft., including one small monument sign and two large, wall-mounted signs.

In order to facilitate safe and efficient vehicular, pedestrian, and bicycle traffic into, through, and out of the site, Rivian is also requesting a variance for several directional signs that would exceed the code maximum height of 6 feet and maximum size of 6 sq. ft. This was also the case on the main Rivian plant to the east, where the Town approved variances for similar wayfinding signs.

8. **Stormwater Detention.** Two long, linear detention areas are shown on Lot 1 – one on the east side of the building and one on the west. Both would be dry bottomed, and both would be planted with native grasses and flowers. Similar native plantings are proposed for the areas around the basins, all of which should improve the quality of the stormwater runoff and which should deter geese.

Discussion

Sec. 15.8-5 of the Municipal Code sets forth Site Plan review standards, which include the minimization of incompatibilities between the development and surrounding properties, the extent to which the proposed development will favorably or adversely affect other persons or property, and the extent to which existing surrounding roadways can serve the proposed development. Town staff find the proposed plan meets the above standards with the requested variances and two conditions.

The proposed development is a permitted land use in M-2 and is generally what was expected to occur when the Town annexed and zoned the property in 2021. The proposed development is a permitted land use in M-2 and is adjacent to large agricultural operations, a major state highway, and a major industrial operation across the street. Utilities are in the vicinity and are under design review for extension to the site.

The nearest residents are 0.2 miles to the north and 0.9 miles to the west. Thus, the new development would not have a significant impact on nearby residents. In order to further reduce the impact, Rivian is proposing extensive landscaping and conservative outdoor lighting.

This project also aligns with the Comprehensive Plan. First, Rivian's expansion will create more jobs, thus supporting the goal of Economic Vitality. Second, the electric vehicle industry supports the overall Health and Sustainability goals of the Comp Plan. Third, the development will be located in proximity to alternative transportation options, including a bus route (across the street at

the main Rivian plant) and the Constitution Trail (which is being extended along West College to Rivian Motorway).

Town staff support the requested building height variance, as the current maximum building height of 45 feet is very low in the context of an area set aside for heavy manufacturing. Further, the zoning text amendment currently under consideration would set the maximum height in M-2 zoning to 85 feet.

Staff also support variances for the height and size of the wayfinding signs, as they are appropriately sized for such a large site.

The only aspect of the site plan requiring additional staff and IDOT review pertains to the design of the intersection of College and Rivian Motorway and to the design of the direct access proposed on Rivian Motorway at the north end of Lot 1.

The Planning Commission held a public hearing for the proposed site plan on October 10, 2024. Citizens offering testimony included residential property owners to the west and Dry Grove Township representatives. Key questions focused on drainage, the maintenance of the land that would not be developed, hours of operation, and on the noise expected from the operation of the new facilities.

The engineer representing Rivian testified that all drainage would meet the Town's Manual of Practice and would result in runoff with a slower "release rate" onto adjacent properties than current conditions. He was unable to comment on Rivian operations.

Town staff followed up with Rivian operational staff after the hearing and learned the following:

1. Rivian plans to continue farming the land not being developed and already has a farming contract lined up for 2025.
2. The hours of operation are difficult to predict.
3. The expected noise would primarily be attributable to trucks entering and leaving the site.

Following its findings of fact, the commission voted unanimously in favor of the site plan as proposed with the variances and conditions put forth by Town staff.

For these reasons, Town staff recommend the Town Council approve the site plan with variances for building height and wayfinding sign height/size and with the following conditions:

1. That Town staff and IDOT approve the design of the intersection at College and Rivian Motorway
2. That IDOT approve the proposed access to Rivian Motorway at the north end of Lot 1

It is staff's understanding that Rivian plans to build Lot 1 first with Lot 2 shortly thereafter. Construction on Lot 3 would be further in the future.

In addition to the need for a site plan approval, the property must also be subdivided. This is addressed in a separate report for the final plat.

RESOLUTION NO. _____

RESOLUTION CONDITIONALLY APPROVING A SITE PLAN FOR LOTS 1 AND 2 OF THE NN2 WH SUBDIVISION (WEST RIVIAN MOTORWAY AND NORTH OF COLLEGE AVENUE EXTENDED)

WHEREAS, The Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs.

WHEREAS, The owner of the NN2 WH Subdivision has submitted a site plan for Lots 1 and 2 of the property (the "Site Plan") to construct a logistics facility.

WHEREAS, On October 10, 2024, after notice and hearing as required by law, the Planning Commission recommended approval of the Site Plan with conditions and variances.

WHEREAS, It is in the best interests of the health, safety, and welfare of the citizens of Normal to approve the Site Plan for the property.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

SECTION 1. This resolution pertains to the application for amended site plan review titled *NN2 WH – Lot 1 & Lot 2* and submitted on September 23, 2024 ("Application"), on file in the office of the Town Clerk.

SECTION 2. The Application is hereby approved, with the following conditions and variances:

- 2.1. Conditioned on the Town's and the Illinois Department of Transportation's approval of the College and Rivian Motorway intersection design;
- 2.2. Conditioned on the Illinois Department of Transportation's approval of site access points from Rivian Motorway;
- 2.3. A variance for building height up to 50 feet in accordance with the Application; and
- 2.4. A variance for wayfinding signs that exceed the code maximum height and size in accordance with Town Staff approval.

SECTION 3. All use and development of the property described in this resolution must comply with all Town of Normal codes, ordinances, rules, and regulations, and this approving resolution, and the property must be maintained in accordance with this approved Site Plan.

ADOPTED this ____ day of _____, 2024.

APPROVED:

President of the Board of Trustees
Town of Normal, Illinois

ATTEST:

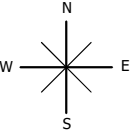
Approval of Conditions:

Town Clerk
(seal)

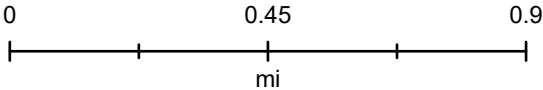
Town Engineer



Lot 3 Lots 1 and 2

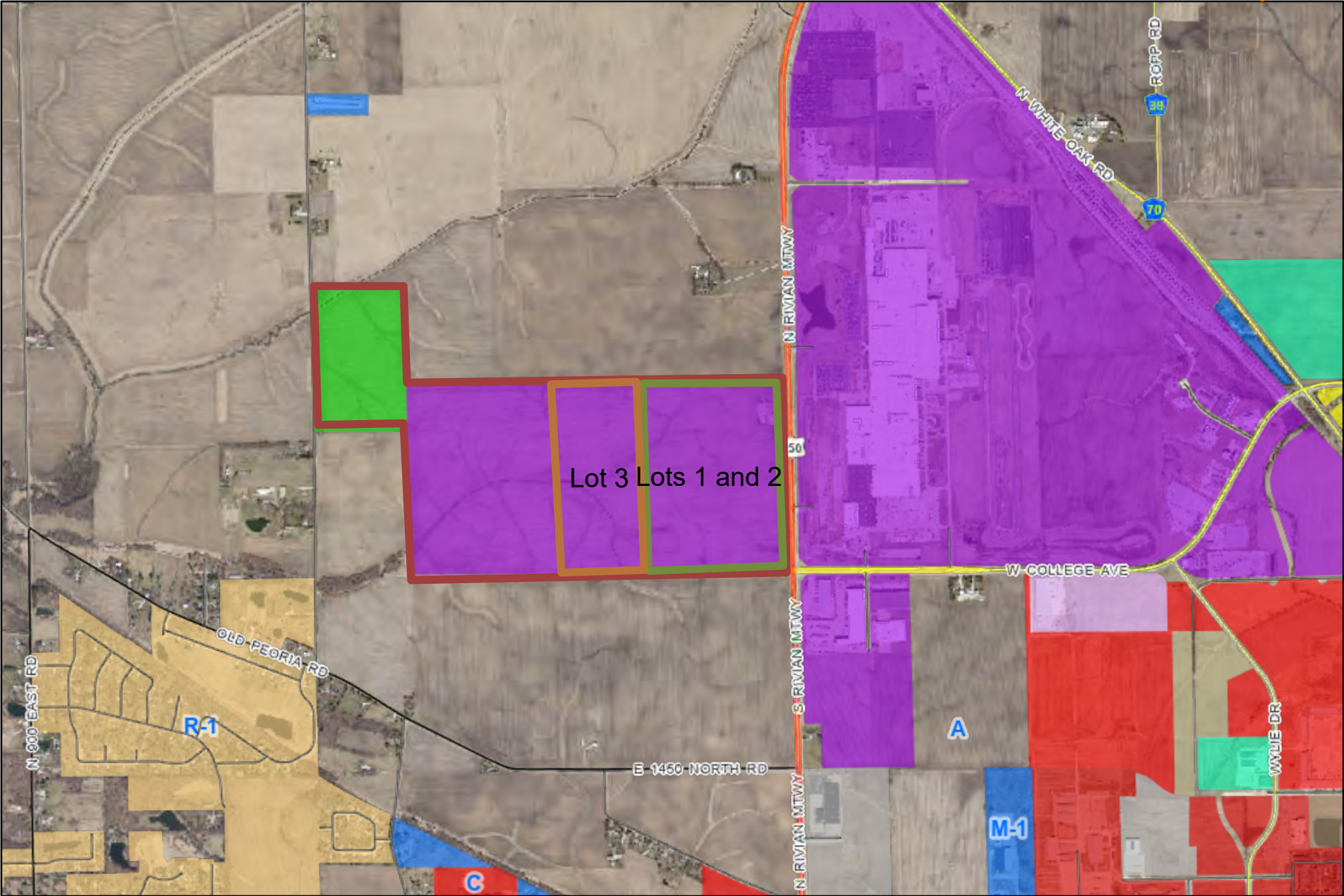


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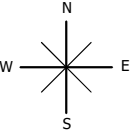


1 inch = 2,321 feet

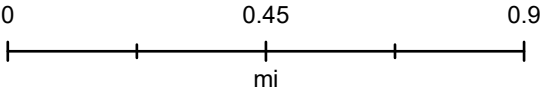




Lot 3 Lots 1 and 2

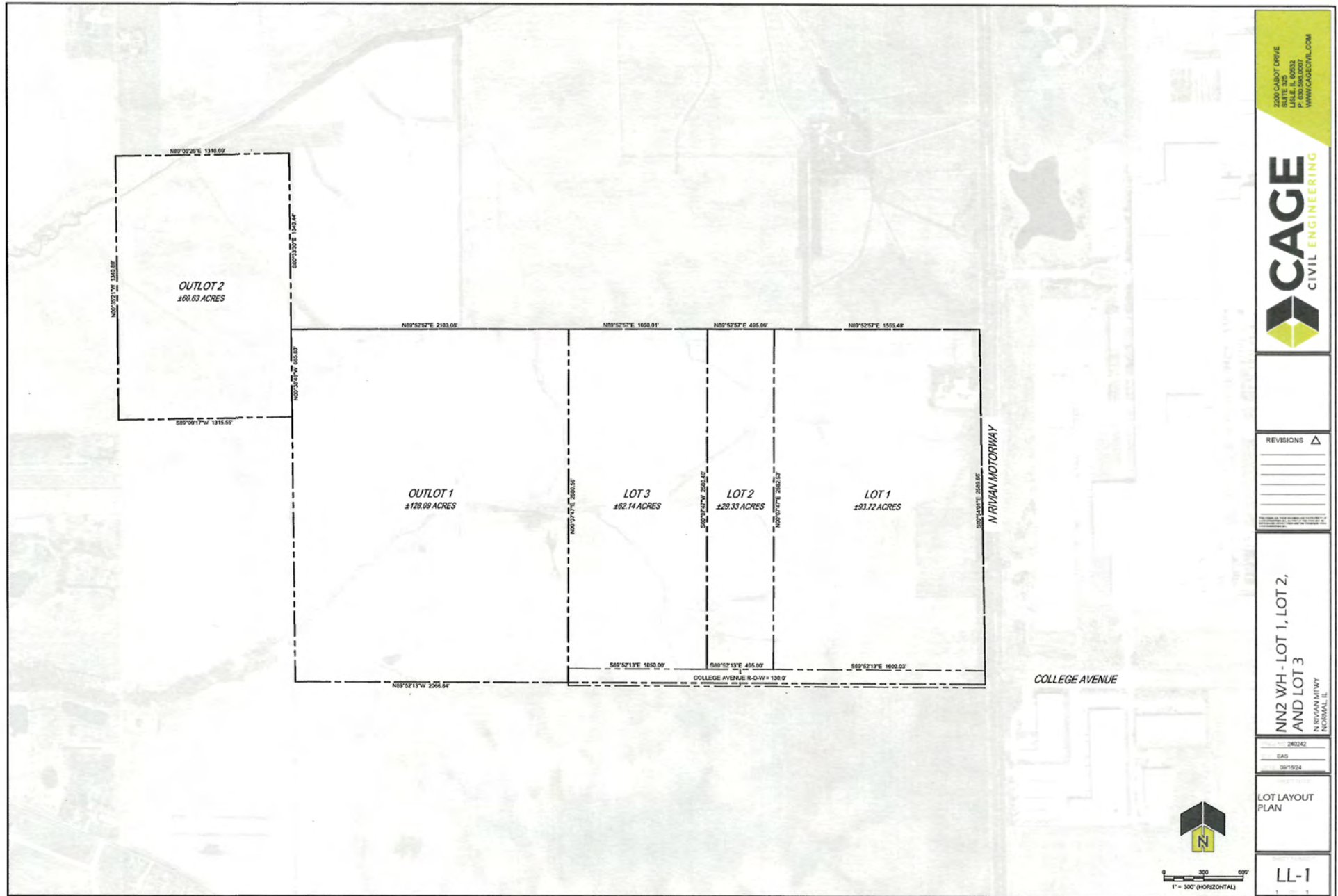


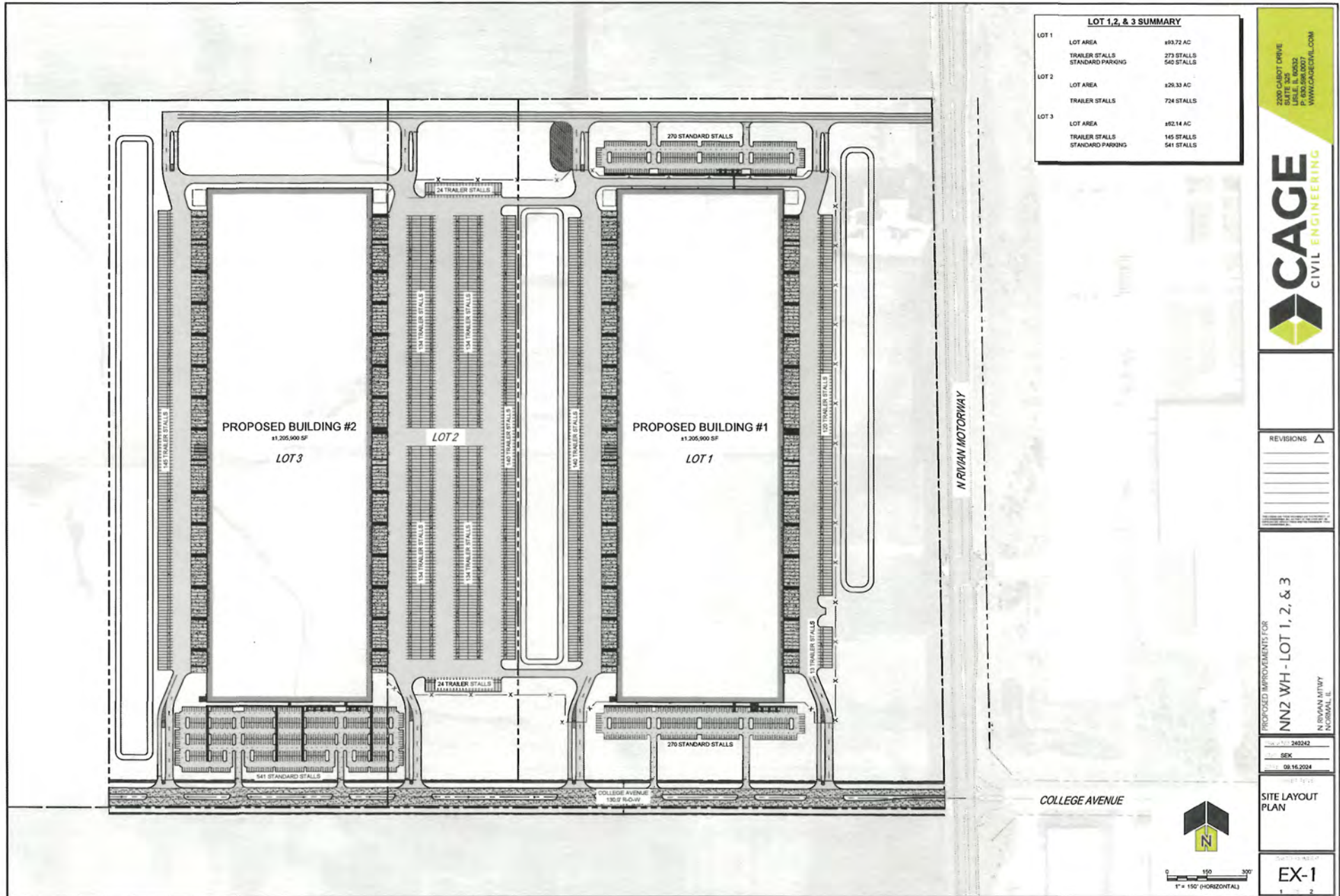
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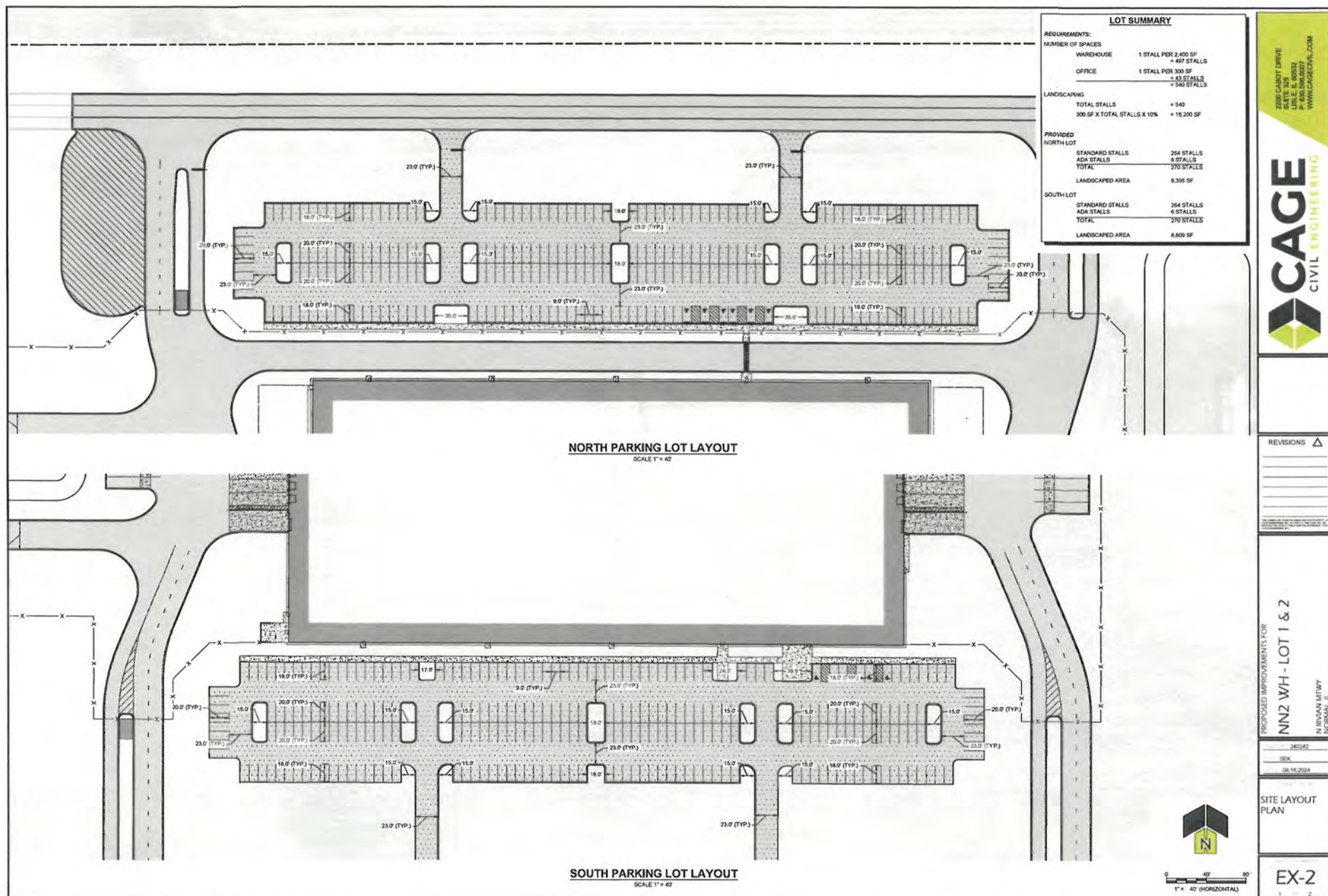


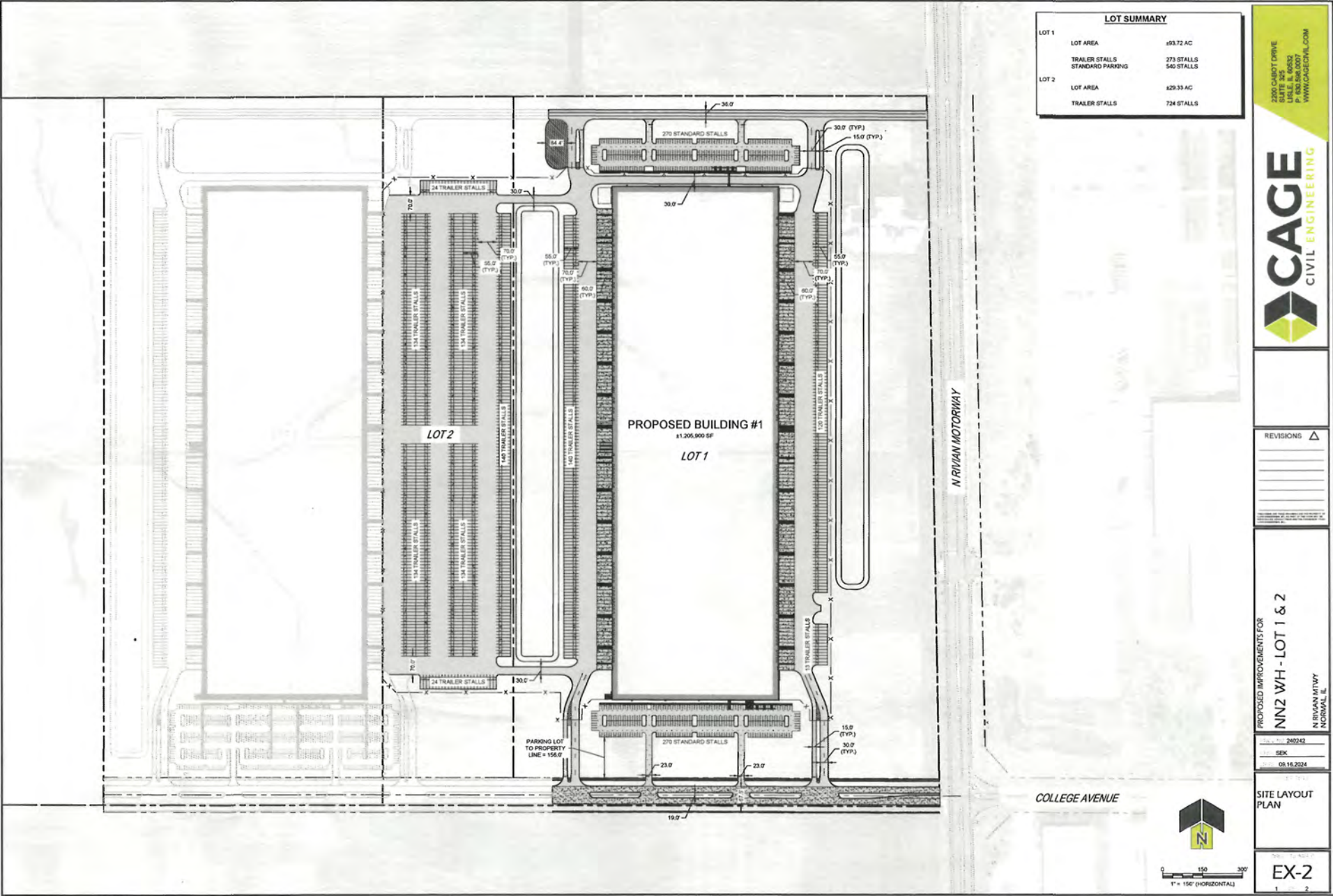
1 inch = 2,321 feet





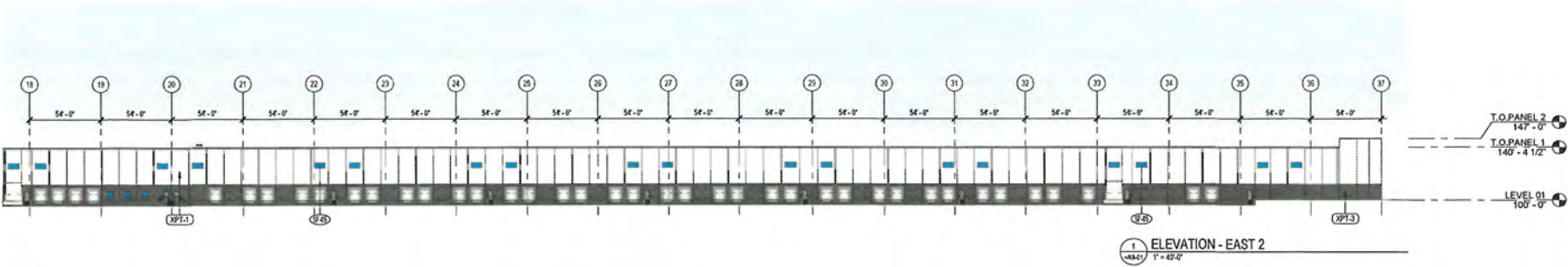
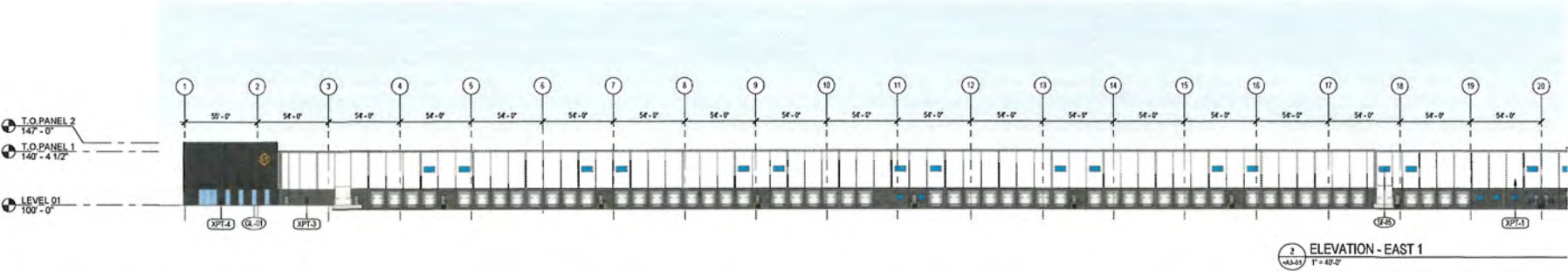
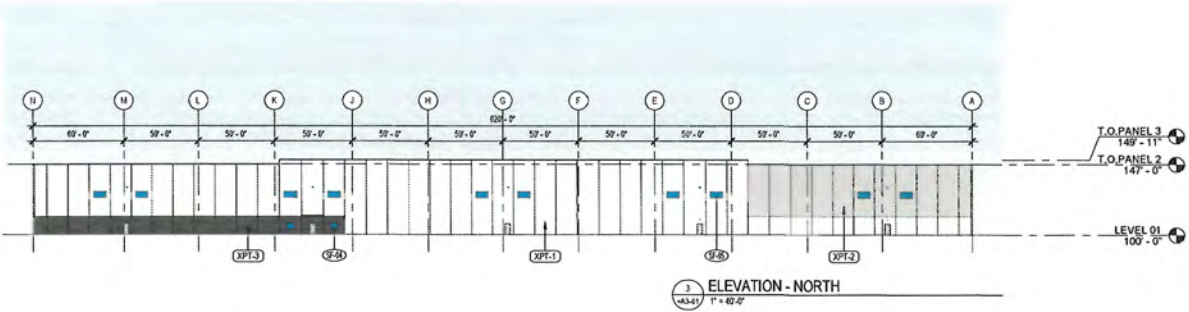




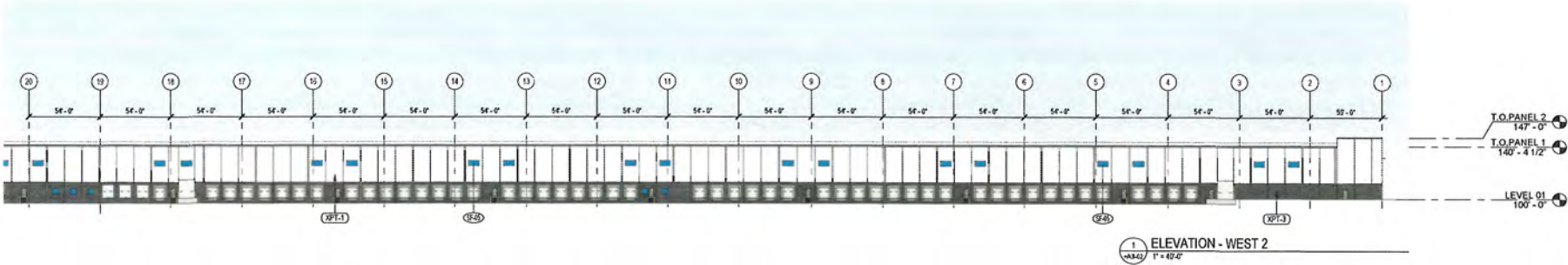
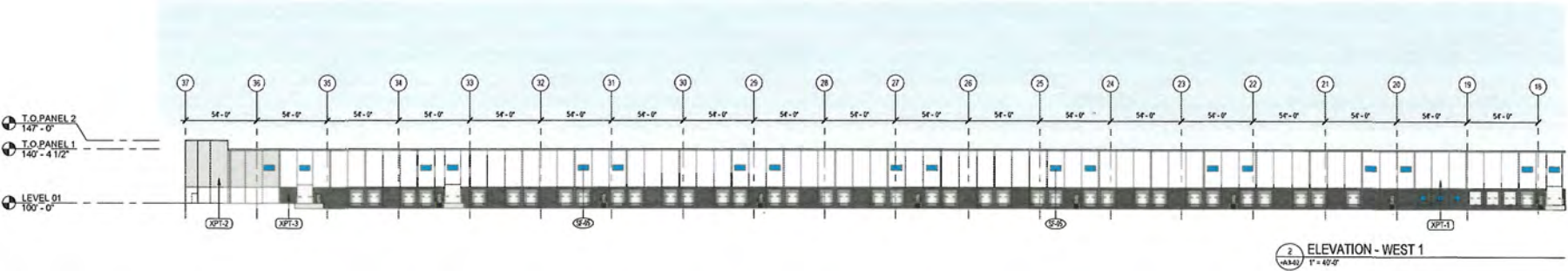
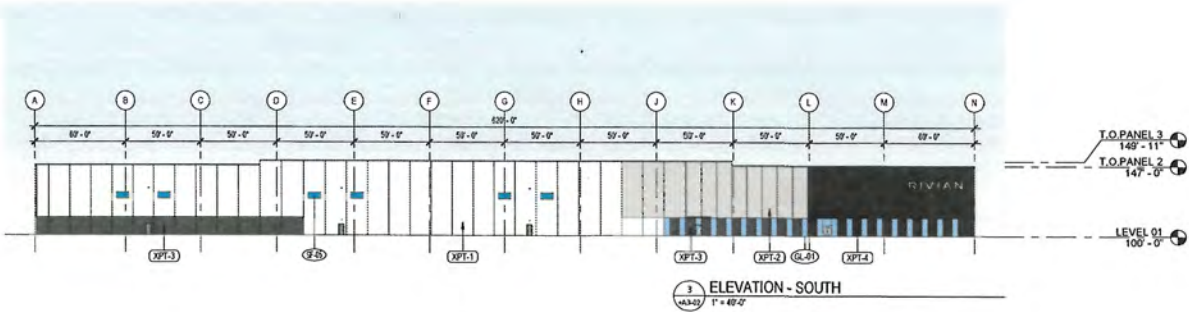


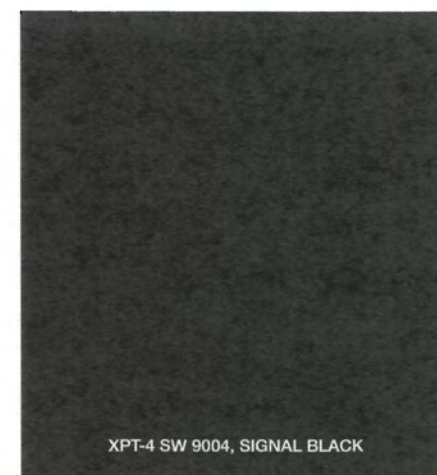
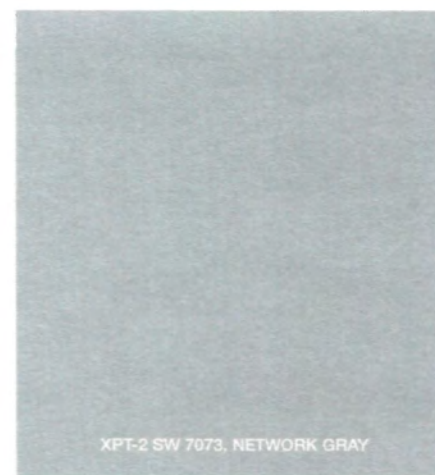
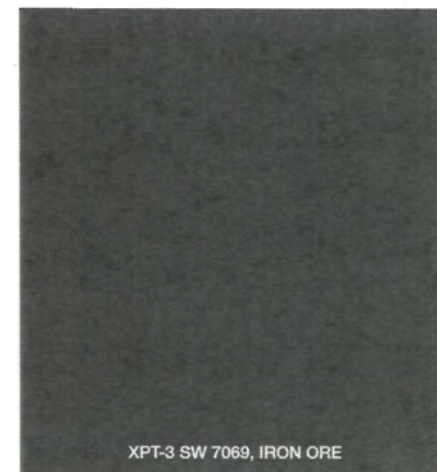


- LEGEND
- (XPT-1) - SHERWIN WILLIAMS - SW 7064, PASSIVE
 - (XPT-2) - SHERWIN WILLIAMS - SW 7073, NETWORK GRAY
 - (XPT-3) - SHERWIN WILLIAMS - SW 7069, IRON ORE
 - (XPT-4) - SHERWIN WILLIAMS - SW 9004, SIGNAL BLACK
 - (GL-1) - GRAY TINTED INSULATED GLASS



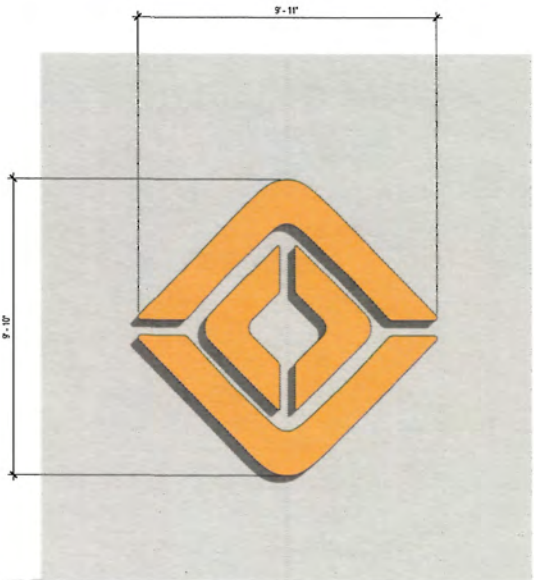
- LEGEND
- XPT-1 - SHERWIN WILLIAMS - SW 7054, PASSIVE
 - XPT-2 - SHERWIN WILLIAMS - SW 7073, NETWORK GRAY
 - XPT-3 - SHERWIN WILLIAMS - SW 7069, IRON GRE
 - XPT-4 - SHERWIN WILLIAMS - SW 9004, SIGNAL BLACK
 - GL-41 - GRAY TINTED INSULATED GLASS



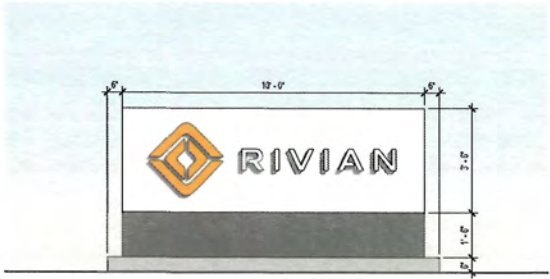




1 BUILDING SIGNAGE
1/2" = 1'-0"



2 BUILDING LOGO SIGNAGE
1/2" = 1'-0"




3 SITE ENTRY SIGNAGE
1/2" = 1'-0"

exterior wayfinding signage

normal plant - design intent for bidding
04/16/2021

jbeard@rivian.com

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 RIVIAN

GRAPHIC & MATERIAL
STANDARDS

exterior wayfinding signage - normal plant - design intent for bidding
04/16/2021



LARSSEIT - THIN
ABCDEFGHIJKLMNOPQRSTUVWXYZ
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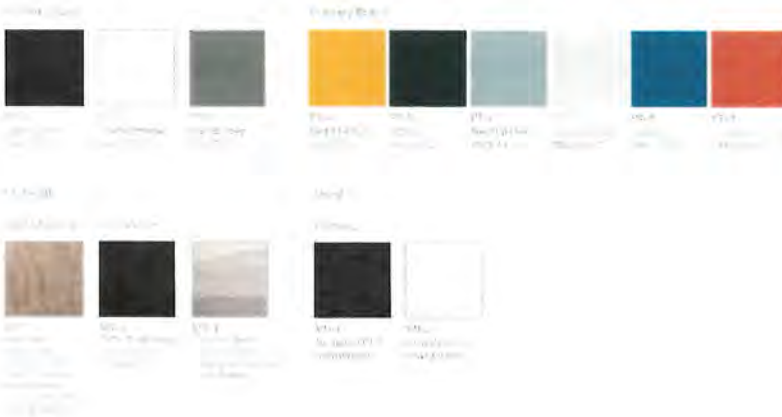
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LARSSEIT - LIGHT
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abcdefghijklmnopqrstuvwxyz
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LARSSEIT - BOLD
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abcdefghijklmnopqrstuvwxyz
1234567890!@#%\$&*

LARSSEIT - REGULAR
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abcdefghijklmnopqrstuvwxyz
1234567890!@#%\$&*

LARSSEIT - EXTRA BOLD
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abcdefghijklmnopqrstuvwxyz
1234567890!@#%\$&*



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sign details

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SIGN DETAILS - G1/G2/G3/S5

exterior wayfinding signage - normal plant - design intent for bidding
04/16/2021



- A** Fabricated aluminum sign cabinet/panel, painted to match RAL 9016, matte finish. Anchored to footing as needed. No visible seams and concealed fasteners. Computer-cut exterior grade vinyl graphics, reflective black to match RAL 9004.
- B** Decorative, pre-cast smooth finish concrete base with stained concrete effect. Chamfered top. Securely mounted to sign structure and footing, as required. Engineered sign footing as required. Sign footing to be in-grade and concealed from view by decorative concrete base.
- C** Masked and painted or computer-cut reflective black graphics, applied direct to gatehouse surface.
- D** 1/2" thick fabricated aluminum sign panel, painted to match RAL 9016, matte finish. Anchored to wall or fence surface as needed. No visible seams and concealed fasteners. Computer-cut exterior grade vinyl graphics, reflective black to match RAL 9004.

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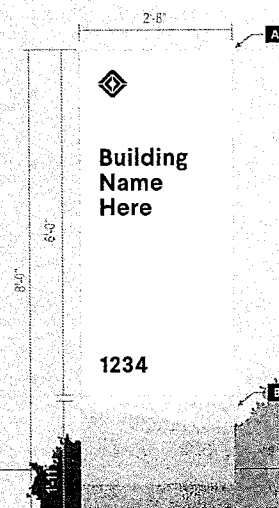
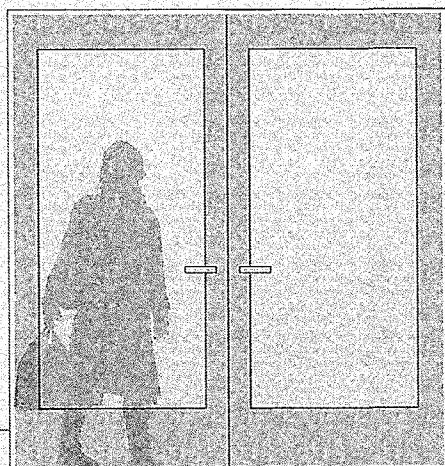
SIGN DETAILS - B1/B2/B3.1/B3.2

exterior wayfinding signage - normal plant - design intent for bidding
04/16/2021

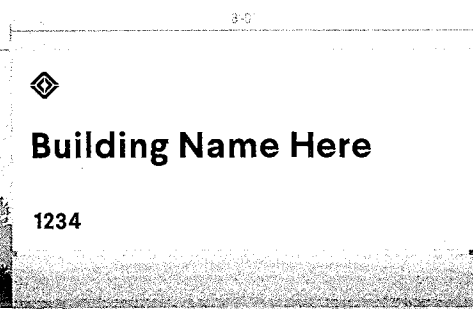


81: Building ID
Scale: 1/2" = 1'-0"

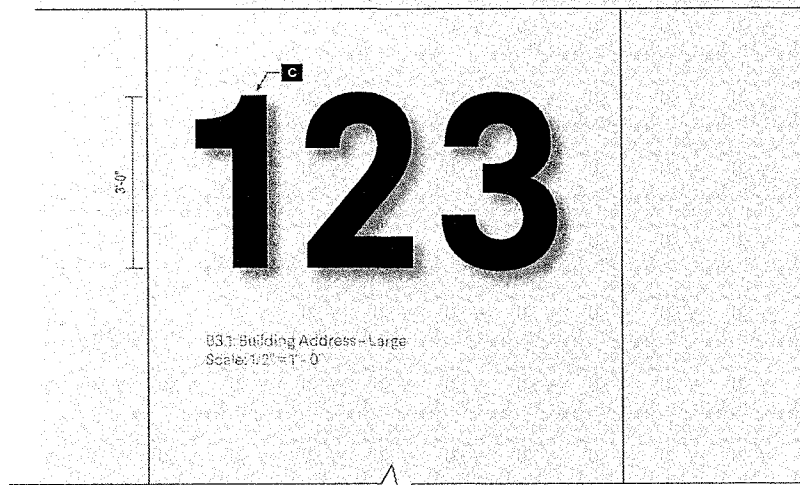
1234 23.2. Building Address - Small
Scale: 1/2" = 1'-0"



B2 Buffalo Monument (Option A)
Scale: 1/2" = 1' - 0"



B2: Building Monument (Option B)
Scale: 1/2" = 1'-0"



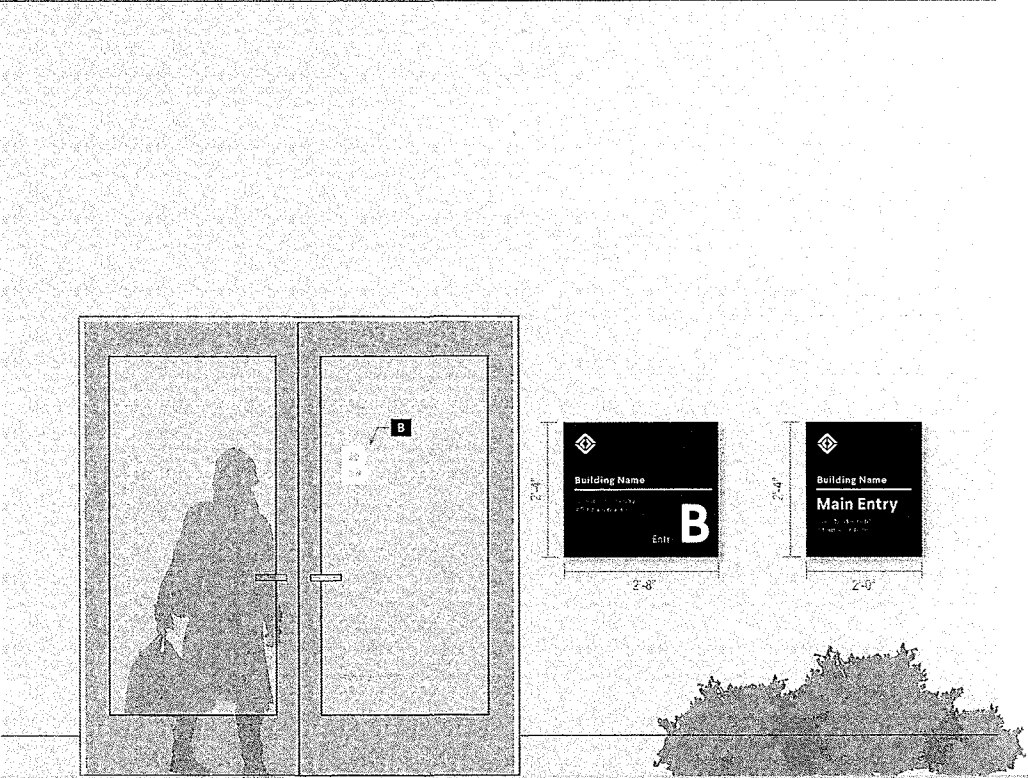
033: Building Address - Large
Scale: 1/2" = 1'-0"

- A** Fabricated aluminum sign cabinet/panel, painted to match RAL 9016, matte finish. Anchored to footing as needed. No visible seams and concealed fasteners. Computer-cut exterior grade vinyl graphics, reflective black to match RAL 9004.
- B** Decorative, pre-cast smooth finish concrete base with stained concrete effect. Chamfered top. Securely mounted to sign structure and footing, as required. Engineered sign footing as required. Sign footing to be in-grade and concealed from view by decorative concrete base.
- C** 3" thick fabricated aluminum numbers, painted to match RAL 9004, matte finish. Pin-mounted, with 1/2" tall standoffs, to building surface, as required.
- D** 3/4" thick water-jet cut aluminum characters, painted to match RAL 9004, matte finish. Pin-mounted, with 1/2" tall standoffs, to building surface, as required.

SIGN DETAILS - B4.1/B4.2/B5

exterior wayfinding signage - normal plant - design intent for bidding
04/16/2021

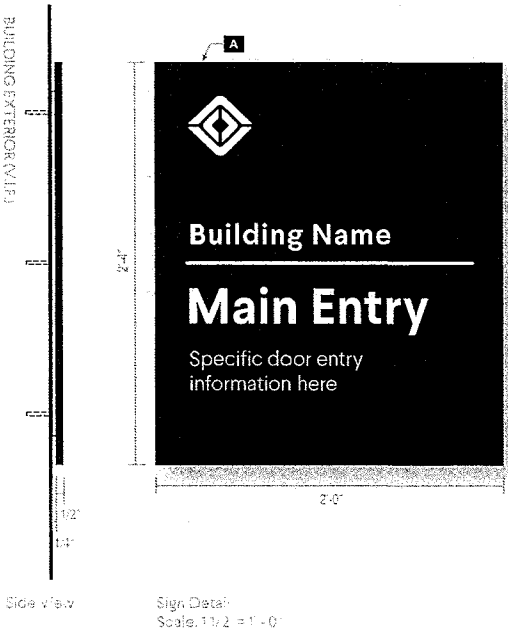
- A** 1/2" thick fabricated aluminum sign panel, painted to match RAL 9016, matte finish. Anchored to wall surface as needed with 1/4" spacer. No visible seams and concealed fasteners. Computer-cut exterior grade vinyl graphics, reflective white to match RAL 9016.
- B** Computer-cut matte white graphics to match RAL 9016, applied direct to glass or door surface.



B5 Entry Door Graphics
Scale: 1/2" = 1' - 0"

B4.1 Entry Door ID - Large
Scale: 1/2" = 1' - 0"

B4.2 Entry Door ID - Small
Scale: 1/2" = 1' - 0"



Sign Detail
Scale: 1 1/2" = 1' - 0"

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NOTES: 1. SIGNAGE SHALL BE FABRICATED FROM 1/2" THICK ALUMINUM. 2. SIGNAGE SHALL BE MOUNTED TO THE WALL SURFACE. 3. SIGNAGE SHALL BE MAINTAINED IN GOOD CONDITION AT ALL TIMES.

4. SIGNAGE SHALL BE MAINTAINED IN GOOD CONDITION AT ALL TIMES. 5. SIGNAGE SHALL BE MAINTAINED IN GOOD CONDITION AT ALL TIMES.



SIGN DETAILS - D1.1/D1.2/D1.3

exterior wayfinding signage - normal plant - design intent for bidding
04/16/2021

- A Fabricated aluminum sign cabinet, painted to match RAL 9016, matte finish. Anchored to footing as needed. No visible seams and concealed fasteners. Computer-cut exterior grade vinyl graphics, reflective black to match RAL 9004.
- B Decorative, pre-cast smooth finish concrete base with stained concrete effect. Chamfered top. Securely mounted to sign structure and footing, as required. Engineered sign footing as required. Sign footing to be in-grade and concealed from view by decorative concrete base.



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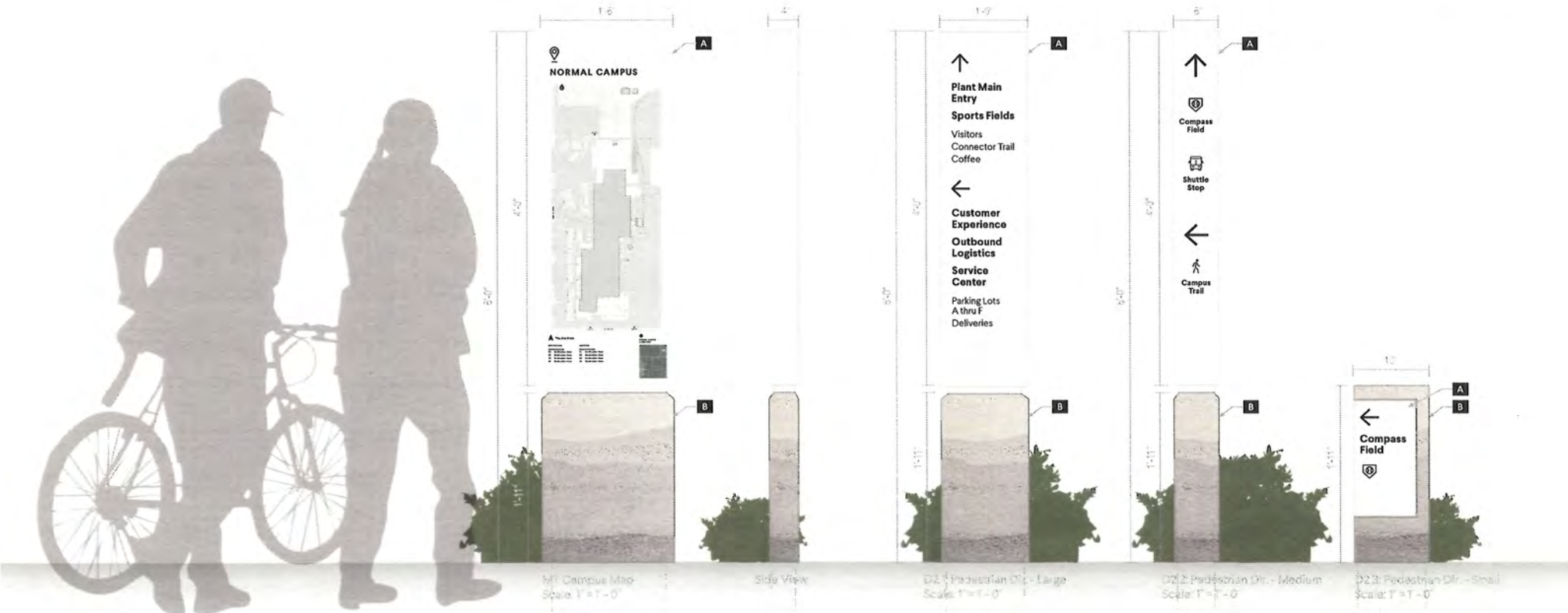
For more information, please contact the design team at design@rivian.com or visit us at rivian.com.



SIGN DETAILS - M1/D2.1/D2.2/
D2.3

exterior wayfinding signage - normal plant - design intent for bidding
04/16/2021

- A** Fabricated aluminum sign cabinet/panel, painted to match RAL 9016, matte finish. Anchored to footing as needed. No visible seams and concealed fasteners. Computer-cut exterior grade vinyl graphics, reflective black to match RAL 9004.
- B** Decorative, pre-cast smooth finish concrete base with stained concrete effect. Chamfered top. Securely mounted to sign structure and footing, as required. Engineered sign footing as required. Sign footing to be in-grade and concealed from view by decorative concrete base.

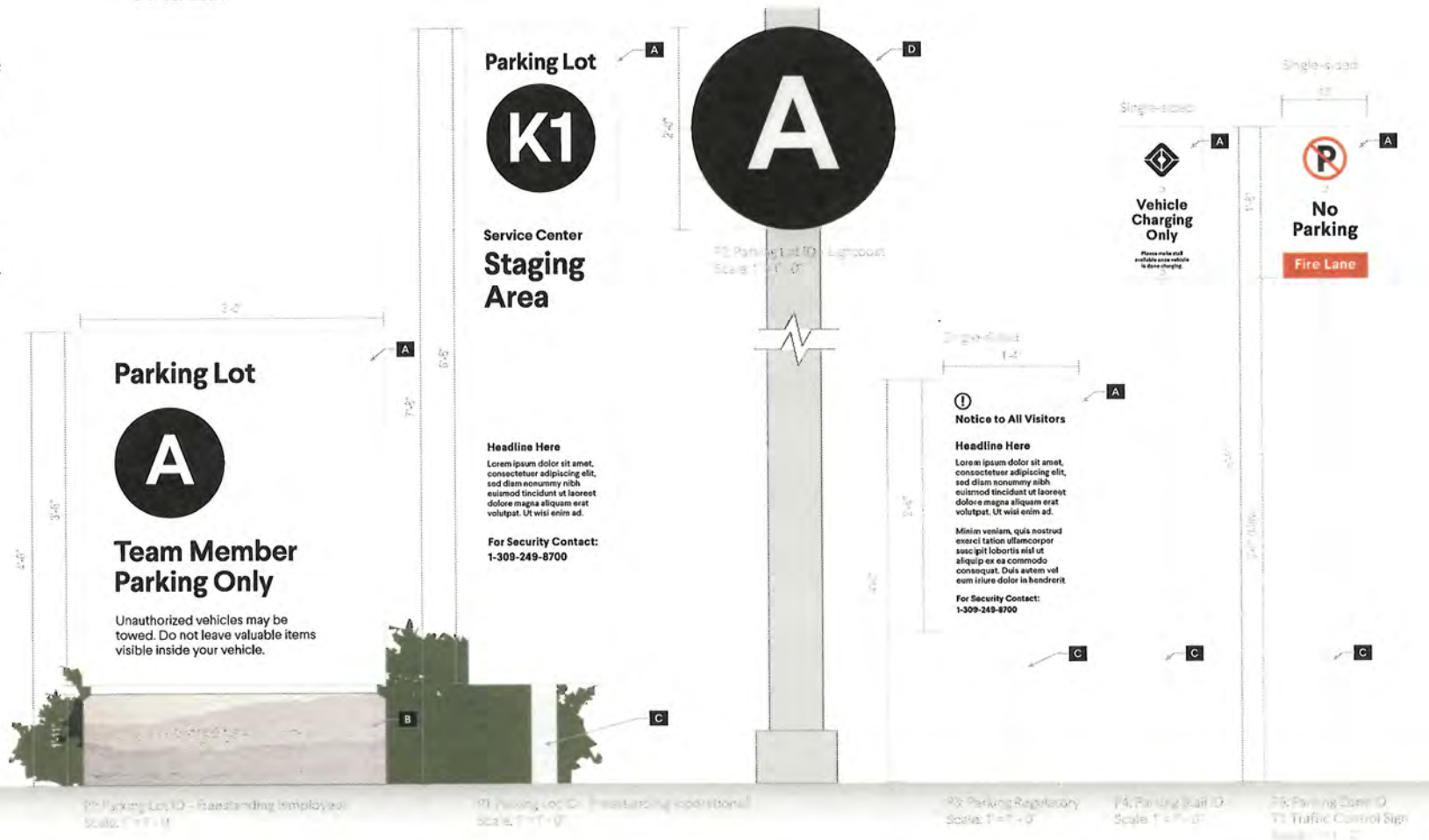


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SIGN DETAILS - P1/P2/P3/P4/P5

exterior wayfinding signage - normal plant - design intent for bidding
04/16/2021

- A** Fabricated aluminum sign cabinet/panel, painted to match RAL 9016, matte finish. Anchored to footing/post as needed. No visible seams and concealed fasteners. Computer-cut exterior grade vinyl graphics, reflective black to match RAL 9004.
- B** Decorative, pre-cast smooth finish concrete base with stained concrete effect. Chamfered top. Securely mounted to sign structure and footing, as required. Engineered sign footing as required. Sign footing to be in-grade and concealed from view by decorative concrete base.
- C** 3" or 2" aluminum post, painted to match RAL 9016. Anchored into ground surface, as required.
- D** 1/4" aluminum panel, painted to match RAL 9004. Attached to light post, as required. Two panels per sign. Computer-cut exterior grade vinyl graphics, reflective black to match RAL 9004.



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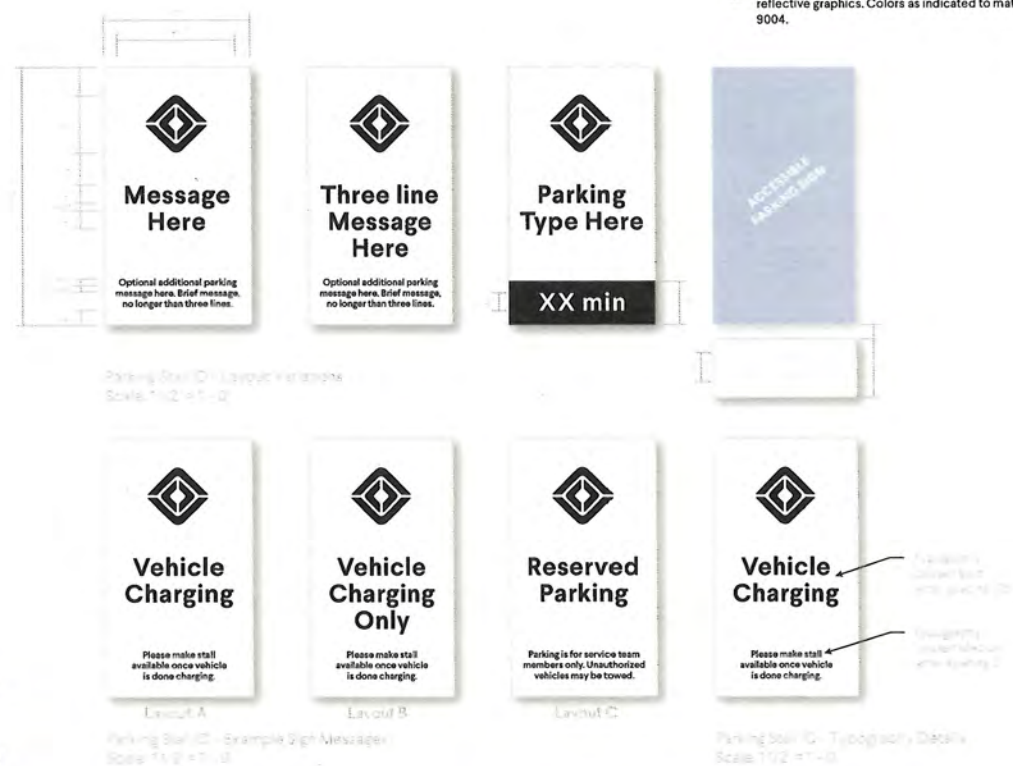


SIGE DETAIL - P4 LAYOUTS

exterior wayfinding signage - normal plant - design intent for bidding
04/16/2021



- A** 1/8" thick powder coated aluminum panel, to match RAL 9016, satin finish. Mechanically attached to post with concealed studs/fasteners (preferred). If exposed, hardware to match sign face.
- B** 2"x2" powder coated steel post, to match RAL 9016. Post top is capped, and finished smooth.
- C** Flange mounted to hardscape surface or post-embedded into softscape, as site conditions require.
- D** Applied vinyl or direct printed exterior-grade, reflective graphics. Colors as indicated to match RAL 9004.



SIGN DETAILS - S3/S4/S6

exterior wayfinding signage - normal plant - design intent for bidding
04/16/2021



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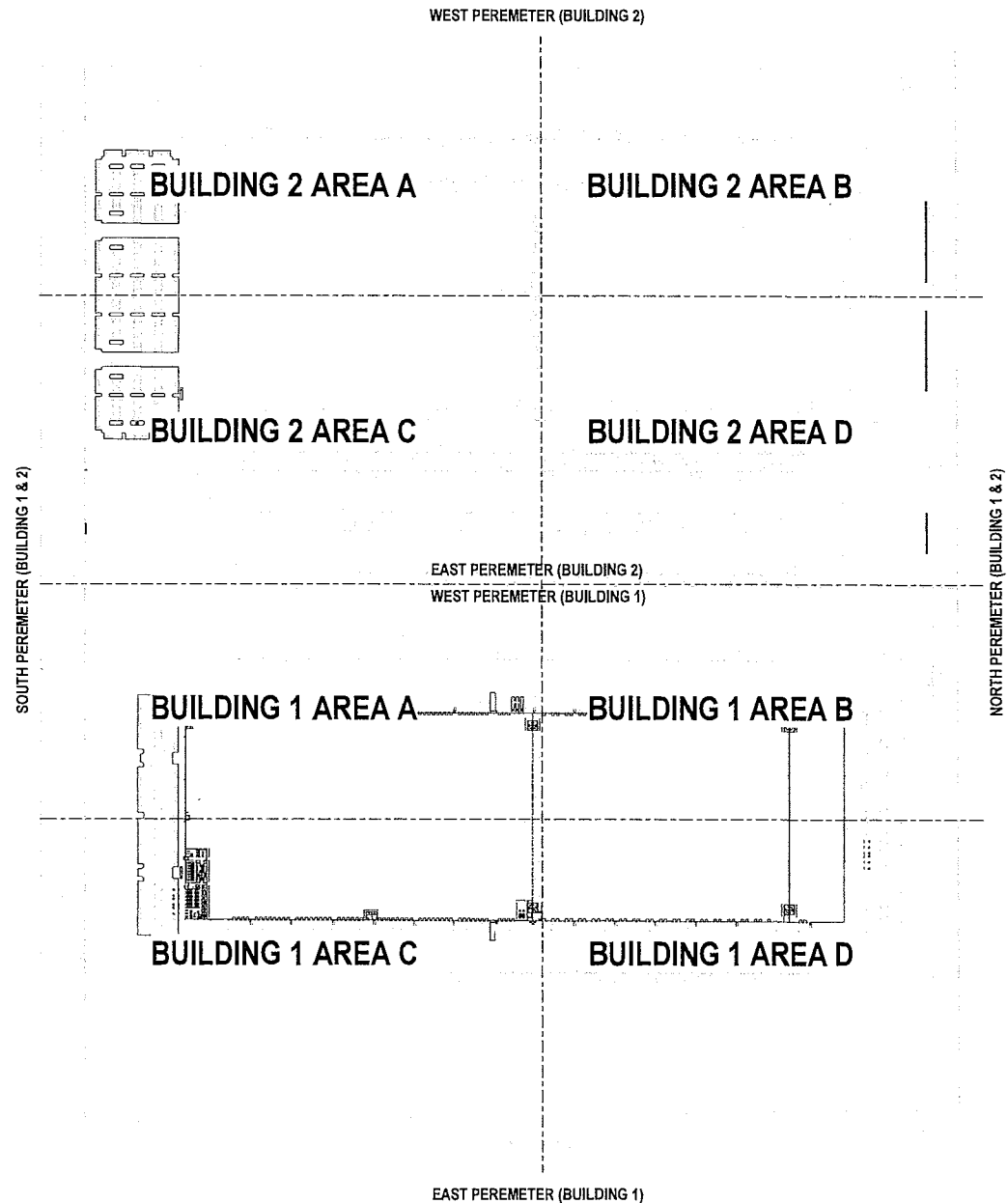
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ORDNANCE REQUIREMENTS					
DIV 15.14-1 SEC. 2 SITE LANDSCAPE REQUIREMENTS					
AT LEAST TWENTY (20) PERCENT OF THE TOTAL LAND AREA OF ANY DEVELOPMENT MUST BE LANDSCAPED					
BUILDING 1			BUILDING 2		
LOT AREA (A) + (D) 33.61 AC	REQUIRED LANDSCAPED AREA 24.81 AC		LOT AREA (D) 62.14 AC	REQUIRED LANDSCAPED AREA 12.43 AC	
PROPOSED LANDSCAPED AREA 46.89 AC			PROPOSED LANDSCAPED AREA 33.78 AC		
DIV 15.14-7 SEC. 2 SITE LANDSCAPE REQUIREMENTS					
(7) TREES + (7) SHRUBS PER 337 OF PERMUTER LOT FOOTAGE					
BUILDING 1			BUILDING 2		
NORTH PERIMETER 1,535'	REQUIRED TREES 47	REQUIRED SHRUBS 235	NORTH PERIMETER 1,537'	REQUIRED TREES 47	REQUIRED SHRUBS 235
	PROPOSED TREES 47	PROPOSED SHRUBS 235		PROPOSED TREES 47	PROPOSED SHRUBS 235
SOUTH PERIMETER 1,536'	REQUIRED TREES 48	REQUIRED SHRUBS 233	SOUTH PERIMETER 1,545'	REQUIRED TREES 48	REQUIRED SHRUBS 238
	PROPOSED TREES 48	PROPOSED SHRUBS 234		PROPOSED TREES 48	PROPOSED SHRUBS 238
WEST PERIMETER 2,482'	REQUIRED TREES 62	REQUIRED SHRUBS 418	WEST PERIMETER 2,485'	REQUIRED TREES 78	REQUIRED SHRUBS 783
	PROPOSED TREES 92	PROPOSED SHRUBS 419		PROPOSED TREES 78	PROPOSED SHRUBS 239
EAST PERIMETER 2,499'	REQUIRED TREES 62	REQUIRED SHRUBS 418	EAST PERIMETER 2,487'	REQUIRED TREES 62	REQUIRED SHRUBS 418
	PROPOSED TREES 62	PROPOSED SHRUBS 419		PROPOSED TREES 62	PROPOSED SHRUBS 419
TOTAL REQUIRED TREES OVERBUILDING 1 SITE 257 TOTAL PROPOSED TREES OVERBUILDING 1 SITE 257		TOTAL REQUIRED SHRUBS OVERBUILDING 1 SITE 1,335 TOTAL PROPOSED SHRUBS OVERBUILDING 1 SITE 1,385	TOTAL REQUIRED TREES OVERBUILDING 2 SITE 252 TOTAL PROPOSED TREES OVERBUILDING 2 SITE 252		
DIV 15.14-7 SEC. 2 SITE LANDSCAPE REQUIREMENTS					
(7) TREES + (7) SHRUBS OR ORNAMENTAL GRASSES PER (20) SPACES					
BUILDING 1			BUILDING 2		
PARKING SPACES 540	REQUIRED TREES 54	REQUIRED SHRUBS OR ORNAMENTAL GRASSES 152	PARKING SPACES 541	REQUIRED TREES 54	REQUIRED SHRUBS OR ORNAMENTAL GRASSES 155
	PROPOSED TREES 54	PROPOSED SHRUBS OR ORNAMENTAL GRASSES 155		PROPOSED TREES 54	PROPOSED SHRUBS OR ORNAMENTAL GRASSES 155
DIV 15.14-7 SEC. 2 SITE LANDSCAPE REQUIREMENTS					
(1) SHADE OR ORNAMENTAL TREES PER (20) LINEAL FEET, 14" TREES NEED TO BE MEDIUM TO LARGE SIZE SHADY TREE					
BUILDING 1			BUILDING 2		
DETENTION BASIN PERIMETER 7,739'	REQUIRED TREES 165		DETENTION BASIN PERIMETER 4,742'	REQUIRED TREES 105	
	PROPOSED TREES 165			PROPOSED TREES 105	
DIV 15.14-7 SEC. 2 BICYCLE PARKING REQUIREMENTS					
(1) BICYCLE PARKING SPACE PER (40) AUTOMOBILE PARKING SPACES WITH A MINIMUM OF TWENTY (20) BICYCLE PARKING SPACES REQUIRED					
BUILDING 1			BUILDING 2		
PARKING SPACES 545	REQUIRED BICYCLE PARKING SPACE 11		PARKING SPACES 541	REQUIRED BICYCLE PARKING SPACE 11	
	PROPOSED BICYCLE PARKING SPACE 11			PROPOSED BICYCLE PARKING SPACE 11	

1. VERIFY ALL CHANGES AND DESIGN CONDITIONS FROM TO STATISTICAL CONSTRUCTION AND DOWD DATED VITALITY THE LANDSCAPE ARCHITECT OF ANY UNDESIRABLES.
2. VERIFY THE LOCATION OF ALL UTILITIES INCLUDING SANITARY AND STORM SEWER, HOOF DRAINAGE FOR TOBERATIONS, CONSTRUCTION.
3. ALL WORK PERFORMED SHALL BE IN COMPLIANCE WITH THE CONTRACT DOCUMENTS AND ALL APPLICABLE LOCAL, STATE AND FEDERAL REQUIREMENTS.
4. ALL PLANTS SHALL BE GUARANTEED FOR ONE FULL YEAR FROM THE SUBSTANTIAL COMPLETION OF THE LANDSCAPE CONTRACT AT FULL REPLACEMENT VALUE INCLUDING LABOR TO REPLACE PLANT MATERIALS.
5. ALL PLANT MATERIAL SHALL BE PROPER SPECIFICATION AND OF THE SIZE AND TYPE REQUESTED BY THE LANDSCAPE ARCHITECT.
6. THE SITE SHALL BE FRESH GUARANTEED BY THE LANDSCAPE CONTRACT. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE TO MAINTAIN/REPLACE GRASSES AND RE-GRASS ANY AREAS THAT ARE NOT COVERED BY THE LANDSCAPE CONTRACT.
7. ANY GLOWY EXCESSIVE LOSS FROM LANDSCAPE OPERATIONS SHALL BE WAIVED ON SITE AS THE DISPOSITION OF THE CONTRACTOR ON DISPOSAL OF OFF SITE. ALL CONSTRUCTION DERIVED FROM LANDSCAPE OPERATIONS SHALL BE REPOSED OF OFF SITE.
8. REFER TO SPECIFICATION FOR THAT ALL AREAS RECALCULATED. THE PLANTS TO BE LOCATED AND PLANTED SHALL BE GUARANTEED BY THE LANDSCAPE CONTRACT FOR A PERIOD OF ONE MONTH. ALL SOO AREAS SHALL BE WATERED DAILY FOR ONE WEEK AFTER PLANTING AND FOR THE NEXT TWO WEEKS.
9. ALL PLANTING AREAS MUST BE FREE OF WEEDS AND DEBRIS BEFORE PLANTING.

18. PROVIDE AND INSTALL LOCALLY AVAILABLE SHREDDED HARDWOOD MULCH AROUND THE BASE OF ALL TREES AND SHRUBS IN SHRUB BEDS ONLY. IF TREES AND SHRUBS ARE PART OF A PERENNIAL / ORNAMENTAL GRASS / GROUND COVER BED, THEN APPLY LOCAL LEAF MULCH TO ALL.

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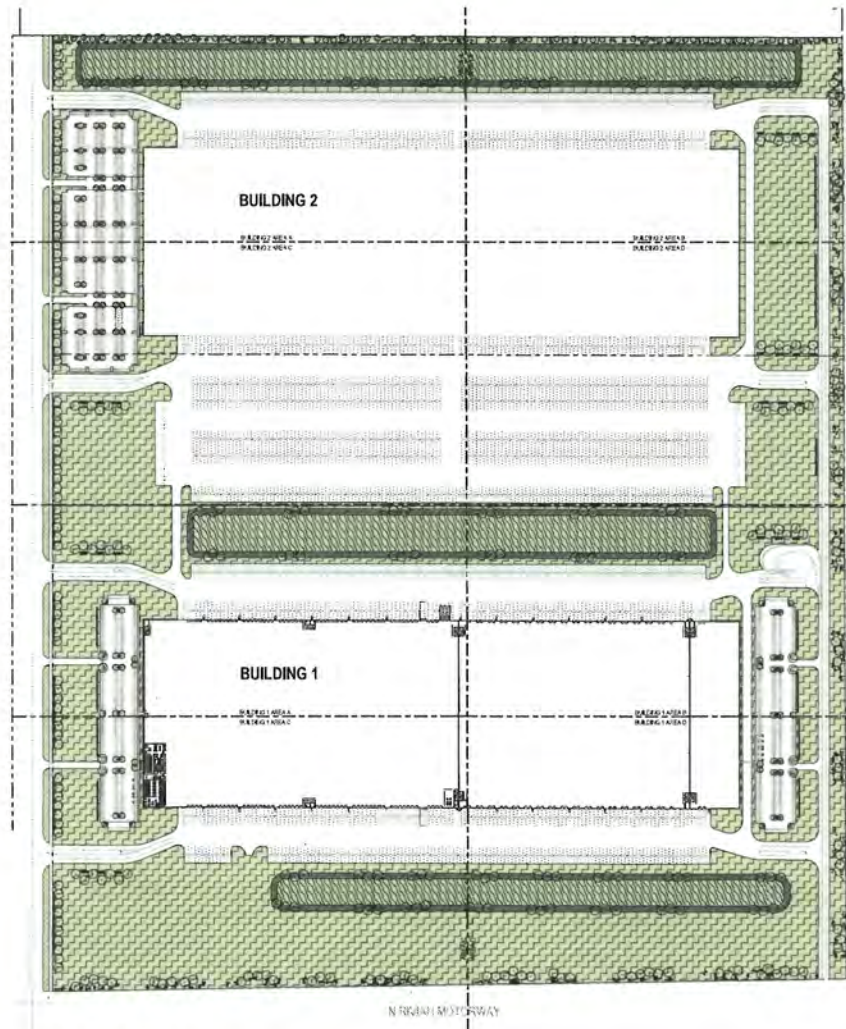
SITE REFERENCE PLAN
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PLANTING NOTES

1. PLANT NAMES MAY BE ASSIGNED ON CONTRACT. REFER TO PLANTING SCHEDULE AND LEGENDS FOR SYMBOLS, ABBREVIATIONS, BOTANICAL AND COMMON NAMES, SIZES, ESTIMATED QUANTITIES AND OTHER REMARKS.
2. VERIFY ALL DIMENSIONS AND SITE CONDITIONS PRIOR TO STARTING CONSTRUCTION AND IMMEDIATELY NOTIFY THE LANDSCAPE ARCHITECT OF ANY DISCREPANCIES.
3. VERIFY THE LOCATION OF ALL UTILITIES INCLUDING SANITARY AND STORM SEWER + ROOF DRAIN PRIOR TO BEGINNING CONSTRUCTION.
4. ALL WORK PERFORMED SHALL BE IN COMPLIANCE WITH THE CONTRACT DOCUMENTS AND WITH ALL APPLICABLE CODES, STANDARDS AND ORDINANCES.
5. ALL PLANTS SHALL BE GUARANTEED FOR ONE FULL YEAR FROM THE SUBSTITUTION COMPLETION OF THE LANDSCAPE CONTRACT AT FULL REPLACEMENT VALUE INCLUDING LABOR TO REPLACE PLANT MATERIALS.
6. ALL PLANT MATERIAL SHALL BE OF SPECIEMEN QUALITY AND OF THE SIZE AND TYPE SPECIFIED IN THE PLANT SCHEDULE.
7. THE SITE SHALL BE FIRM GRADDED BY THE LANDSCAPE CONTRACTOR. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE TO MAINTAIN FINISHED GRADES AND TO CHUCK ANY AREAS DISTURBED BY LANDSCAPE OPERATIONS.
8. ALL EXISTING EXPOSED SOIL FROM LANDSCAPE OPERATIONS SHALL BE WANTED ON SITE AT THE DISCRETION OF THE CONTRACTOR OR DEPOSITED OFF SITE. ALL CONSTRUCTION DEBRIS FROM LANDSCAPE OPERATIONS SHALL BE DEPOSITED OFF SITE.
9. REFER TO SPECIFICATIONS FOR SOIL TYPE. ALL AREAS INDICATED BY THE PLANS TO BE SOODED SHALL BE MOVED JUST PRIOR TO INSTALLATION AND SHALL BE GUARANTEED FOR A PERIOD OF ONE MONTH. ALL SOODED AREAS ARE TO BE WATERED ONLY FOR ONE WEEK AND EVERY OTHER DAY FOR THE NEXT TWO WEEKS.
10. ALL PLANTING AREAS MUST BE FREE OF ALL WEEDS AND DEBRIS BEFORE PLANTING. SOODED INVOIR SEEDS.
11. FOR SPECIFICATIONS AND DETAILS FOR PLANTING METHODS, REQUIREMENTS, SOIL, FERTILIZER, MATERIALS, EXECUTIONS AND PLANT PROTECTIONS.
12. PROVIDE AND INSTALL LOCALLY AVAILABLE 18" RIBBED HARDWOOD MULCH AND THE SIZE OF ALL TREES AND SHRUBS BY NUMBER ONLY (E.G. TREES AND SHRUBS) AND A SPECIFIC BALL GROUND COVER (E.G. MULCH) SHALL BE INSTALLED.
13. WHERE PROVIDED, A TAKEOFF AND PLANT QUANTITY ESTIMATES IN PLANTING SCHEDULE ARE FOR INFORMATION ONLY. CONTRACTOR IS RESPONSIBLE TO DO THEIR OWN QUANTITY TAKEOFFS FOR ALL PLANT MATERIAL, AND TO BE SHOWN ON THE DRAWINGS IN CASE OF DISCREPANCIES, BRING TO THE ATTENTION OF THE LANDSCAPE ARCHITECT FOR CLARIFICATION.
14. THE CONTRACTOR SHALL PROVIDE PLANT MATERIAL QUANTITIES TO MATCH THE DRAWINGS AND TO PROVIDE TOTAL COVERAGE AT THE SPECIFIED SPACING.
15. THERE SHALL BE NO SUBSTITUTION OF PLANT MATERIAL WITHOUT APPROVAL OF THE OWNER/ARCHITECT. THE OWNER/ARCHITECT ALONE SHALL DETERMINE QUANTITY BASED ON COMPLETE INFORMATION SUBMITTED BY THE CONTRACTOR. SUGGESTIONS SHALL NOT BE MADE UNLESS CHANGES AND/OR OTHER REQUESTS ARE SUBMITTED TO THE OWNER/ARCHITECT FOR APPROVAL.
16. CONTRACTOR IS RESPONSIBLE TO RESTORE ALL AREAS OF THE SITE OR ADJACENT AREAS WHERE DISTURBED TO A CONDITION THAT MEETS OR EXCEEDS THE CONDITION PRIOR TO THE DISTURBANCE.
17. SEE SHEET L4.01 FOR PLANT SCHEDULE.

LEGEND

SYM	DESCRIPTION	DETAIL
○	CANOPY TREES	A3 / L4.01
○	UNDERSTORY TREES	A3 / L4.01
○	EVERGREEN TREES	A2 / L4.01
○	DECIDUOUS SHRUBS	B1 / L4.01
○	EVERGREEN SHRUBS	B1 / L4.01
■	MULCH	
■	NATIVE SEED MIX	
■	DETENTION BASIN SLOPES MIX	
■	DETENTION BASIN BOTTOM MIX	



PLANTING REFERENCE PLAN
1" = 10'-0"

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PROGRESS
PRINT

NN2 WH
BLOOMINGTON / NORMAL, IL

DATE: 03.14.2024
DESCRIPTION: SITE PLAN SUBMITTAL

BLA/STG/WH











DRAWING TITLE: PLANTING REFERENCE PLAN

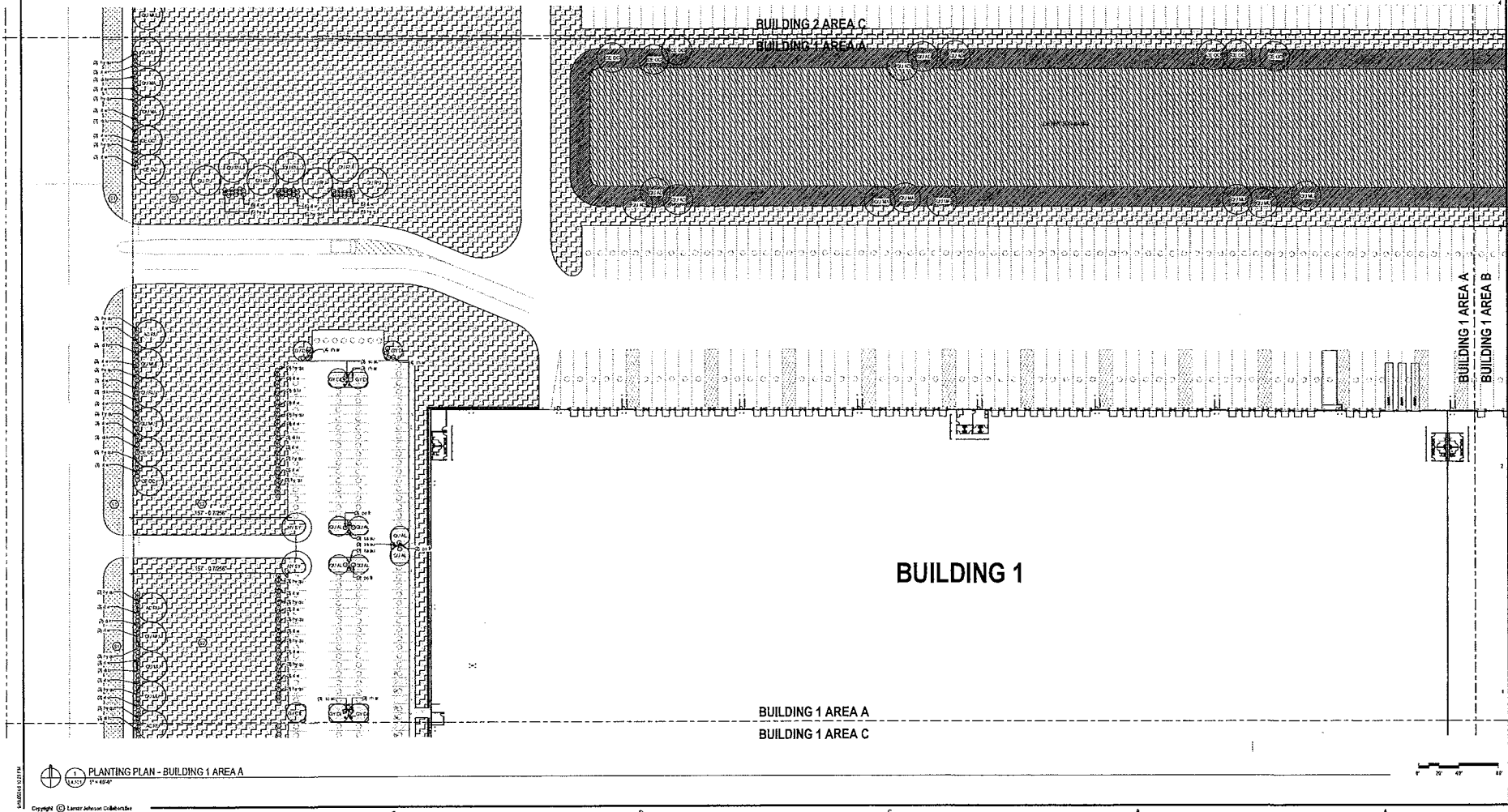
SCALE: L4.100

NO. 008764

QTY	SYM	BOTANICAL NAME	COMMON NAME
BUILDING 1 PLANTING KEY			
DECIDUOUS CANOPY TREES			
15	ACRU	ACER PLATANUM	RED MAPLE
20	CEOC	CELTIS OCCIDENTALIS	PACIFIC REDWOOD
22	QUMK	QUERCUS MACROCARPA	COMMON OAK
44	WFSY	WYOMIA SYLVATICA	BLACK OAK
42	QUTD	QUERCUS BICOLOR	SWAMP WHITE OAK
14	QUMK	QUERCUS MACROCARPA	WHITE OAK
16	QUMA	QUERCUS MACROCARPA	BLUE OAK
31	QUTM	QUERCUS MARCHELLENSIS	TOBACCO LEAF OAK
15	QUMK	QUERCUS MACROCARPA	RED OAK
DECIDUOUS SHRUBS			
147	DRIV	DRYAS HYSSOPIFOLIA	RED DOGWOOD
425	HYAL	HYDRANGEA LYONNETII	OAK LEAF HYDRANGEA
425	HYAL	HYDRANGEA LYONNETII	WINTER WHITE SPICE
152	POTR	POTENTILLA FRUTICOSA	SHRUB CRABAPPLE
50	DRIV	DRYAS HYSSOPIFOLIA	FRAGRANT SUMAC
ORNAMENTAL GRASSES & SEDGES			
32	SELE	SELERIA AUTUMNalis	AUTUMN MOOR GRASS
14	SELE	SELERIA AUTUMNalis	LITTLE BLUE STEM

PLANTING LEGEND

SYMBOL	DESCRIPTION
	CANOPY TREES - 1" CAL
	UNDERSTORY TREES - 1" CAL OR HEIGHT SPECIFIED
	EVERGREEN TREES - 1" CAL
	SHRUBS
	ORNAMENTAL GRASSES
	SEDGES
	NATIVE PLANTING
	DETENTION SLOPE PLANTING
	DETENTION BOTTOM PLANTING
	GRAVEL MAINTENANCE STRIP



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PRINT











NN2 WH
BLOOMINGTON, NORMAL, IL

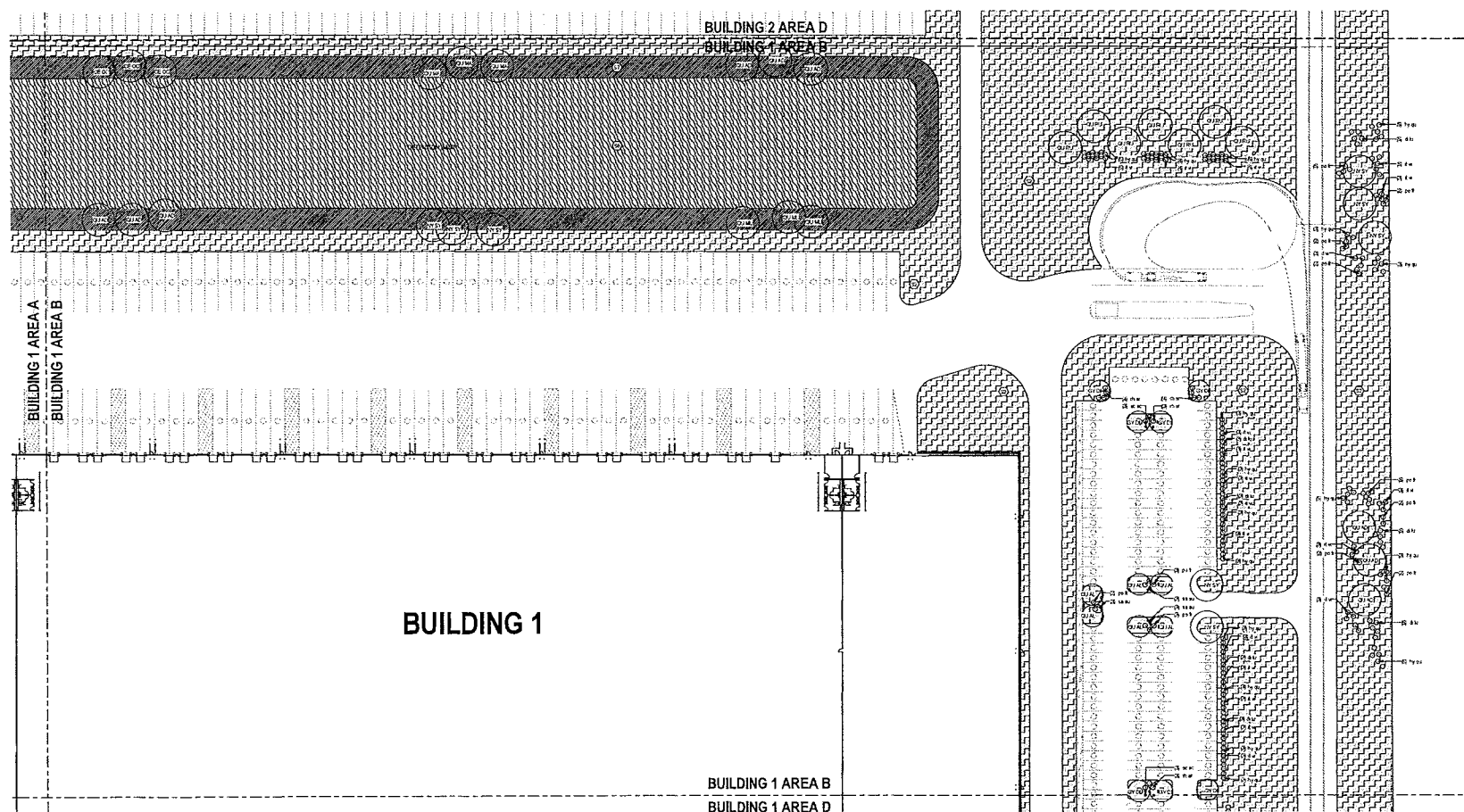
DESCRIPTION	DATE
1. SITE PLAN SUBMISSION	08/15/2024
2. BUILDING LAYOUT	

DRAWING TITLE
PLANTING PLAN - BUILDING 1
AREA A
DRAWING NO.
L4.101
DATE
08/15/2024

BUILDING 1 PLANTING KEY		
QTY	TY	COMMON NAME
DECIDUOUS TREES		
15	ACR	RED BARK PAPERBARK
50	CEC	CECILIUS COENGEANUS
10	Q12	QUERCUS ALBA
10	Q13	QUERCUS AGROCARPUS
10	Q14	QUERCUS BICOLOR
10	Q15	QUERCUS ALBA
10	Q16	QUERCUS ALBA
10	Q17	QUERCUS ALBA
10	Q18	QUERCUS ALBA
10	Q19	QUERCUS ALBA
10	Q20	QUERCUS ALBA
10	Q21	QUERCUS ALBA
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10	Q117	QUERCUS ALBA
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10	Q119	QUERCUS ALBA
10	Q120	QUERCUS ALBA
10	Q121	QUERCUS ALBA
10	Q122	QUERCUS ALBA
10	Q1	

PLANTING LEGEND

SYMBOL	DESCRIPTION
	CANOPY TREES - 7' GAL
	UNDERSTORY TREES - 25" GAL OR HEIGHT SPECIFIED
	EVERGREEN TREES - 7 1/2' HT.
	SHRUBS
	ORNAMENTAL GRASSES
	TURF
	NATIVE PLANTING
	DETENTION SLOPE PLANTING
	DETENTION BOTTOM PLANTING
	GRAVEL MAINTENANCE STRIP



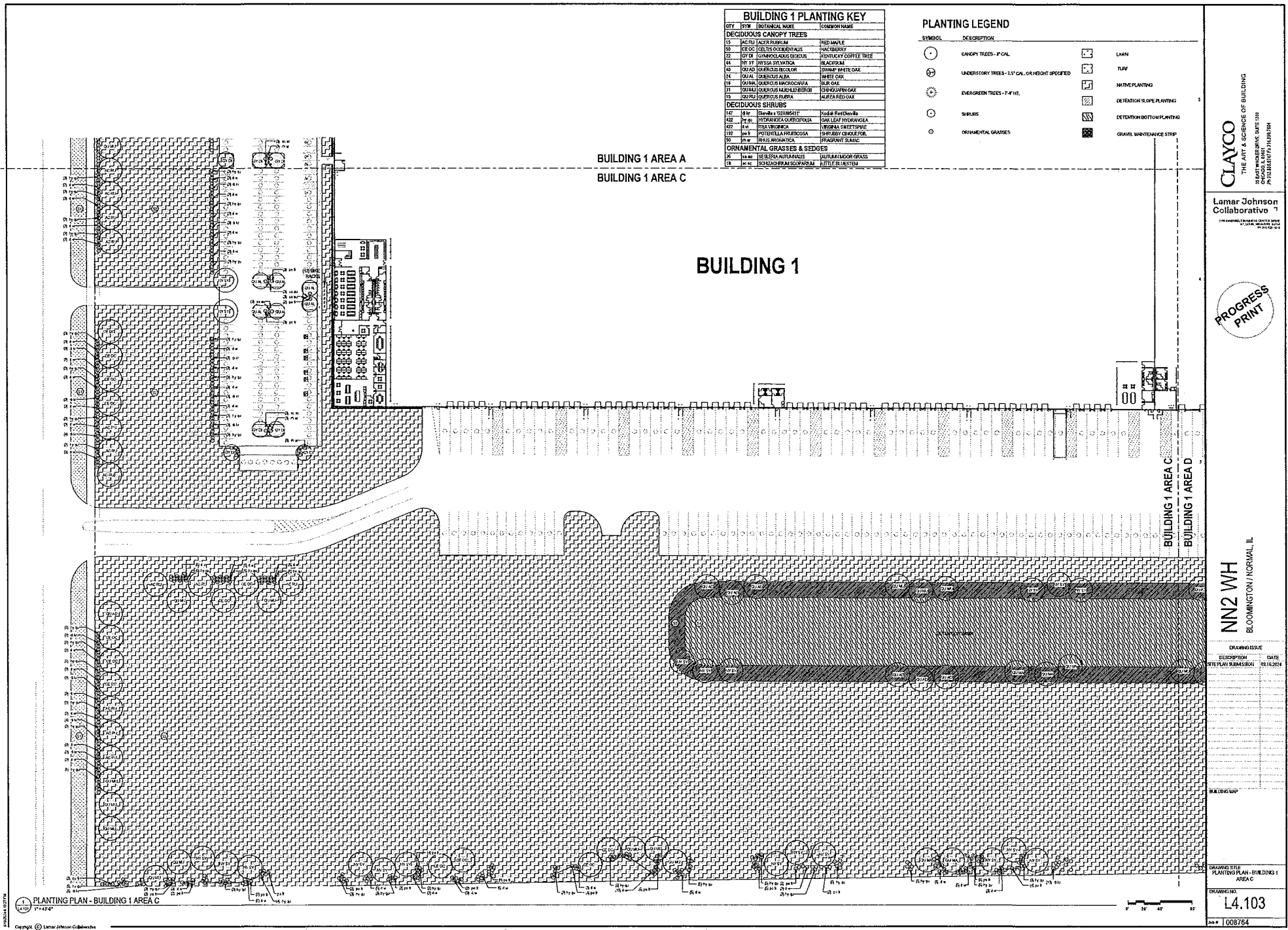
PLANTING PLAN - BUILDING 1 AREA B

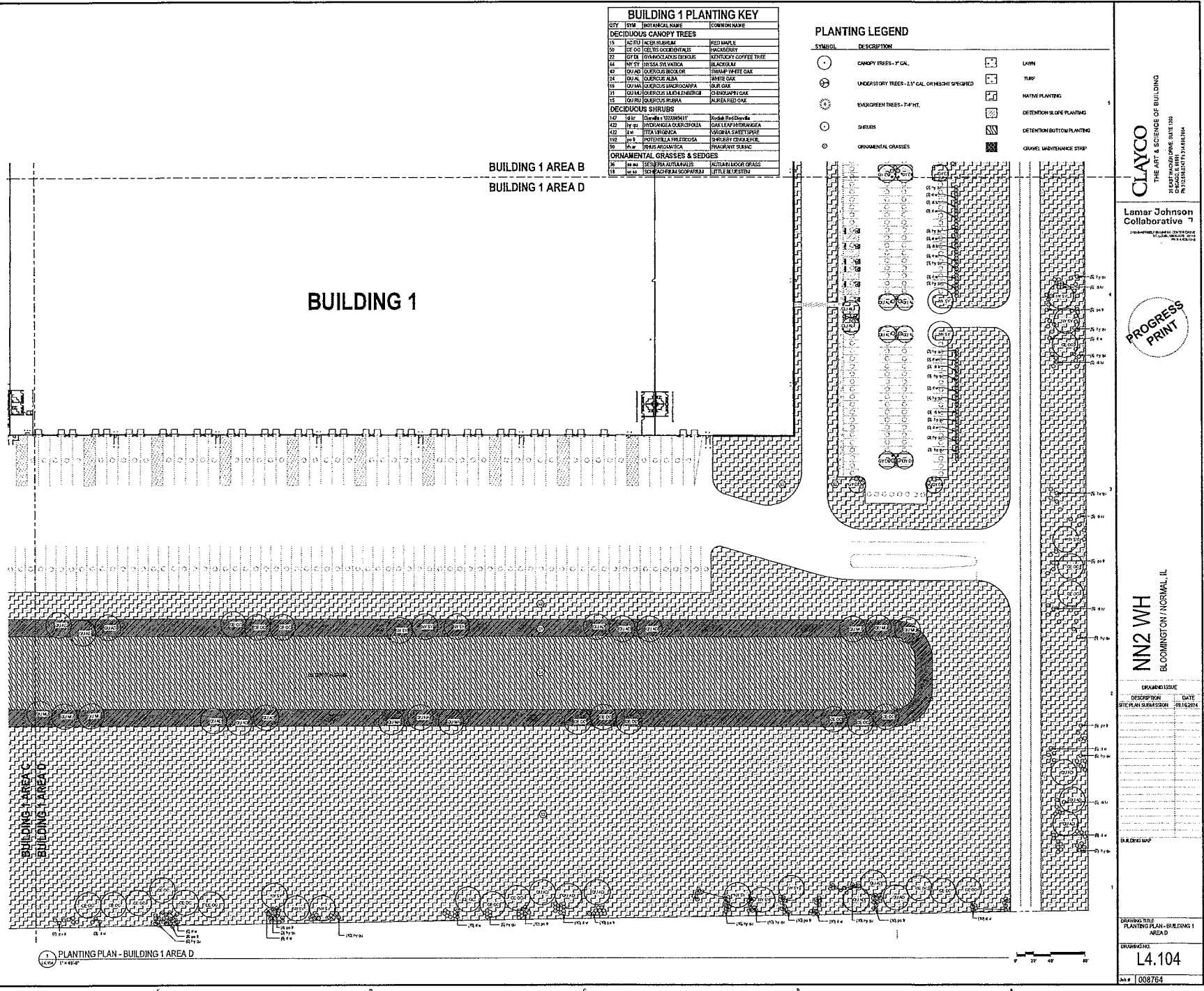
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DRAWING TITLE	PLANTING PLAN - BUILDING 1 AREA B
DRAWING NO.	L4.102
Job #	008764





BUILDING 1 PLANTING SCHEDULE

QTY	SYM	BOTANICAL NAME	CULTIVAR	COMMON NAME	SIZE	METHOD	SPACING	DETAIL	COMMENTS
DECIDUOUS CANOPY TREES									
15	15	FRAXINUS BUREAU		RED MAPLE	2" CAL	BAB	PER PLAN	A1 (L4.50)	
22	22	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
22	22	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
24	24	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
24	24	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
24	24	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
24	24	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
24	24	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
24	24	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
24	24	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
DECIDUOUS SHRUBS									
147	147	FRAXINUS BUREAU		RED MAPLE	1" CAL	CONTAINER	30" OC	B1 (L4.50)	
147	147	FRAXINUS BUREAU		RED MAPLE	1" CAL	CONTAINER	30" OC	B1 (L4.50)	
147	147	FRAXINUS BUREAU		RED MAPLE	1" CAL	CONTAINER	30" OC	B1 (L4.50)	
147	147	FRAXINUS BUREAU		RED MAPLE	1" CAL	CONTAINER	30" OC	B1 (L4.50)	
147	147	FRAXINUS BUREAU		RED MAPLE	1" CAL	CONTAINER	30" OC	B1 (L4.50)	
ORNAMENTAL GRASSES & SEDGES									
96	96	FEESTERIA ALTA		ORCHARD GRASS	1" CAL	CONTAINER	18" OC	B1 (L4.50)	
96	96	FEESTERIA ALTA		ORCHARD GRASS	1" CAL	CONTAINER	18" OC	B1 (L4.50)	

AREA	SYM	DESCRIPTION	MANUFACTURER	METHOD	DETAIL	COMMENTS
2700 SF	27	SEEDING LAMINATE		SEED		SEEDING RATE PER MANUFACTURER'S SPECIFICATIONS
1000 SF	10	NATIVE SEED MIX		SEED		NATIVE SEED MIX SPECIES PERCENTAGES TO BE COORDINATED WITH NURSERY SEEDING CONTRACTOR
1000 SF	10	DETENTION BASIN SLOPE MIX		SEED		NATIVE SEED MIX SPECIES PERCENTAGES TO BE COORDINATED WITH NURSERY SEEDING CONTRACTOR
2700 SF	27	DETENTION BASIN BOTTOM MIX		SEED		NATIVE SEED MIX SPECIES PERCENTAGES TO BE COORDINATED WITH NURSERY SEEDING CONTRACTOR

BUILDING 2 PLANTING SCHEDULE

QTY	SYM	BOTANICAL NAME	CULTIVAR	COMMON NAME	SIZE	METHOD	SPACING	DETAIL	COMMENTS
DECIDUOUS CANOPY TREES									
15	15	FRAXINUS BUREAU		RED MAPLE	2" CAL	BAB	PER PLAN	A1 (L4.50)	
22	22	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
22	22	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
24	24	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
24	24	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
24	24	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
24	24	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
24	24	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
24	24	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
24	24	CECILIA OCCIDENTALIS		AMERICAN OAK	2" CAL	BAB	PER PLAN	A1 (L4.50)	
DECIDUOUS SHRUBS									
147	147	FRAXINUS BUREAU		RED MAPLE	1" CAL	CONTAINER	30" OC	B1 (L4.50)	
147	147	FRAXINUS BUREAU		RED MAPLE	1" CAL	CONTAINER	30" OC	B1 (L4.50)	
147	147	FRAXINUS BUREAU		RED MAPLE	1" CAL	CONTAINER	30" OC	B1 (L4.50)	
147	147	FRAXINUS BUREAU		RED MAPLE	1" CAL	CONTAINER	30" OC	B1 (L4.50)	
147	147	FRAXINUS BUREAU		RED MAPLE	1" CAL	CONTAINER	30" OC	B1 (L4.50)	
ORNAMENTAL GRASSES & SEDGES									
96	96	FEESTERIA ALTA		ORCHARD GRASS	1" CAL	CONTAINER	18" OC	B1 (L4.50)	
96	96	FEESTERIA ALTA		ORCHARD GRASS	1" CAL	CONTAINER	18" OC	B1 (L4.50)	

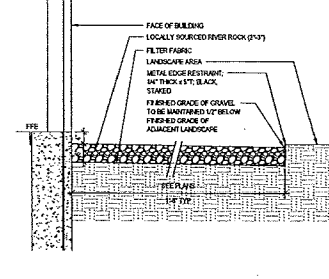
AREA	SYM	DESCRIPTION	MANUFACTURER	METHOD	DETAIL	COMMENTS
2700 SF	27	SEEDING LAMINATE		SEED		SEEDING RATE PER MANUFACTURER'S SPECIFICATIONS
1000 SF	10	NATIVE SEED MIX		SEED		NATIVE SEED MIX SPECIES PERCENTAGES TO BE COORDINATED WITH NURSERY SEEDING CONTRACTOR
1000 SF	10	DETENTION BASIN SLOPE MIX		SEED		NATIVE SEED MIX SPECIES PERCENTAGES TO BE COORDINATED WITH NURSERY SEEDING CONTRACTOR
2700 SF	27	DETENTION BASIN BOTTOM MIX		SEED		NATIVE SEED MIX SPECIES PERCENTAGES TO BE COORDINATED WITH NURSERY SEEDING CONTRACTOR

GENERAL NOTES

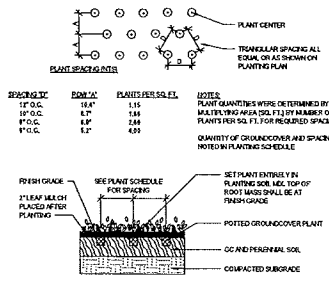
- WHERE PROVIDED, AREA TOLERANCES AND PLANT QUANTITIES SHOWN IN PLANTING SCHEDULE AND FOR INFORMATION ONLY. CONTRACTOR IS RESPONSIBLE TO DO THEIR OWN QUANTITY TAKEOFFS FOR ALL PLANT MATERIAL AND SEEDS SHOWN ON THE DRAWINGS. IN CASE OF DISCREPANCIES, REFER TO THE ATTENTION OF THE LANDSCAPE ARCHITECT FOR CLARIFICATION.
- ALL PLANTING AREAS WITH MORE THAN ONE PLANT TYPE PER AREA MUST BE INSTALLED IN A DIAGONAL, TRIANGULAR OR SPACING WITH EACH PLANT TYPE. QUANTITIES OF (1) (1) TO (1) (1) PLANTS PER AREA.

PERMANENT SEEDING

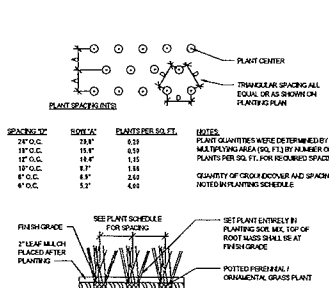
- ALL FILL AND CUT SLOPES SHOULD BE SEEDING IMMEDIATELY AFTER CONSTRUCTION. SEED TO THE FOLLOWING GRADE MIXTURES:
 - 60 PARTS FINE TALL GRASS (PERKINS BLUE)
 - 40 PARTS 1/2 PERCENTZ
 - 100 PARTS OF STRAW PER 1000 SQUARE FEET
- ON 2:1 OR STEEPER SLOPES USE:
 - 20 CROMMIECH
 - 100 PARTS PERKINS BLUE
 - 100 PARTS PERKINS BLUE
 - 20 PARTS OF STRAW PER 1000 SQUARE FEET



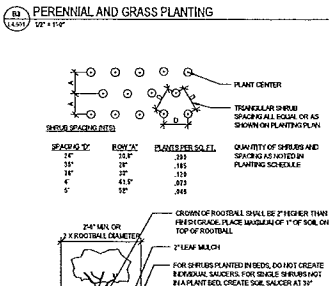
1. GRAVEL MAINTENANCE STRIP



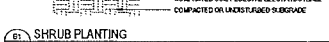
2. GROUND COVER PLANTING



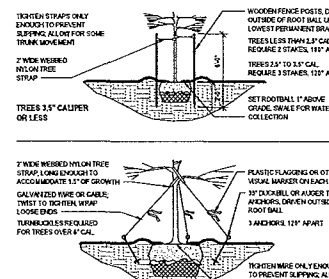
3. PERENNIAL AND GRASS PLANTING



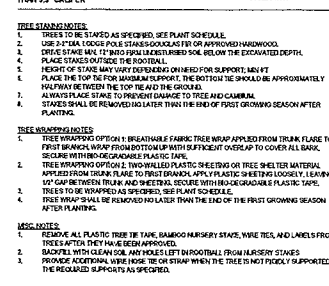
4. SHRUB PLANTING



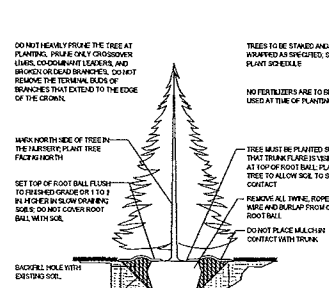
5. DECIDUOUS TREE PLANTING



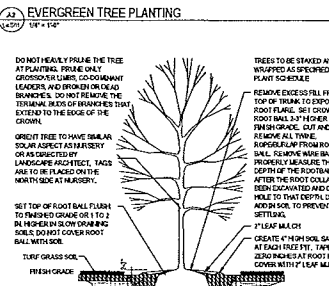
6. TREES GREATER THAN 3.5" CALIPER



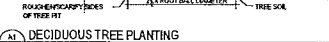
7. TREE STAKING AND WRAPPING



8. EVERGREEN TREE PLANTING



9. DECIDUOUS TREE PLANTING



10. DECIDUOUS TREE PLANTING

CLAYCO
THE ART & SCIENCE OF BUILDING

Lamar Johnson
Collaborative

PROGRESS
PRINT

NN2 WH
BLOOMINGTON / NORMAL, IL

DATE: 03.16.2014

DESCRIPTION: SITE PLAN SUBMISSION

DATE: 03.16.2014

DATE: 03.16.2014

DATE: 03.16.2014

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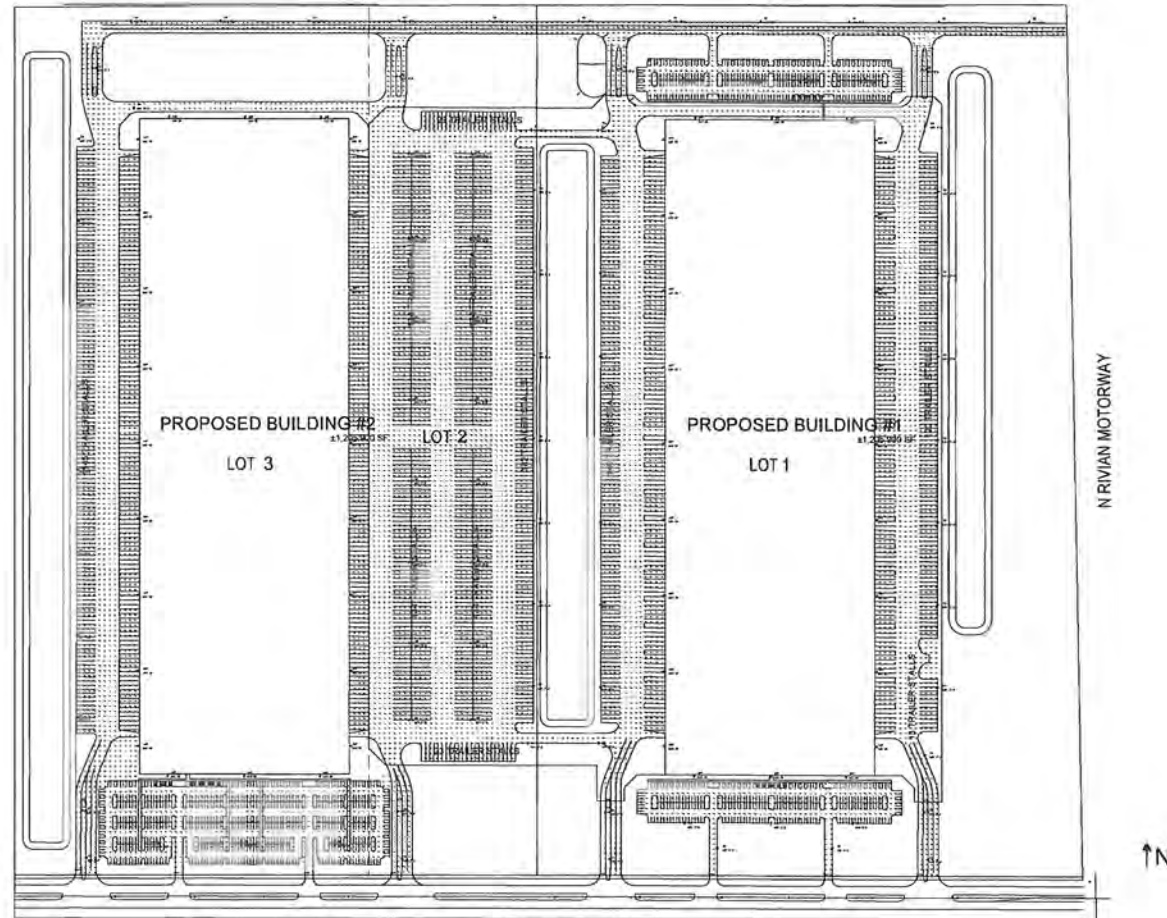
DATE: 03.16.2014

DATE: 03.16.2014

DATE: 03.16.2014

DATE: 03.16.2014

POLE FIXTURES MOUNTED ON 30' POLE & 2.5' BASE LIGHT LEVEL CALCULATED ON THE GROUND									
Calculation Summary									
Level	Category	Units	Avg	Max	Min	Avg/Min	Max/Min		
LOF 1	Surveillance	17	0.75	2.4	0.2	12	12		
LOF 2	Surveillance	Fe	0.85	2.4	0.3	2.8	8.0		
LOF 3	Surveillance	Fe	0.75	2.5	0.2	12.5	13.5		
ROADWAY	Surveillance	Fe	3.65	1.9	1.2	4.3	3.5		
Luminaire Schedule									
Symbol	Qty	Label	Arrangement	LUF	Lum. Watts	Total Watts	Description		
	12	S1	SENGLE	1'000 - 1'51	1,812	PRVPA2S1740U-SWG			
	13	S3	SENGLE	1'100 - 151	1,863	PRVPA2S1740U-1			
	35	S4	SENGLE	1'000 - 151	5,235	PRVPA2S1740LTW			
	27	S5	Back-Back	1'000 - 151	4,154	PRVPA2S1740U-SWG-TWIN			
	48	W1	SENGLE	1'000 - 151	7,248	PRVPA2S1740U-1-TW			
<small> All luminaire quantities are minimum quantities and are subject to change without notice. All luminaire quantities are minimum quantities and are subject to change without notice. All luminaire quantities are minimum quantities and are subject to change without notice. All luminaire quantities are minimum quantities and are subject to change without notice. All luminaire quantities are minimum quantities and are subject to change without notice. </small>									
Contact Villa Lighting for pricing. Clayton@villalighting.com									



Project		Catalog #		Type	
Prepared by		Notes		Date	



Lumark
Prevail Discrete LED

Area / Site Luminaire

Product Features



Product Certifications



 Interactive Menu

- **Ordering Information** page 2
- **Mounting Details** page 3, 4
- **Optical Configurations** page 5
- **Product Specifications** page 5
- **Energy and Performance Data** page 6
- **Control Options** page 8

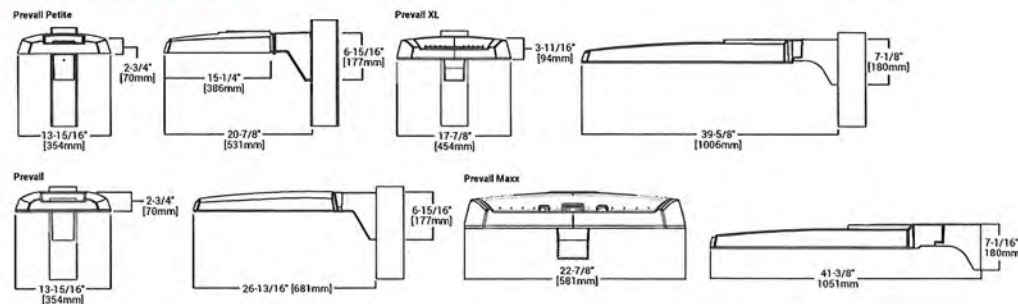
Quick Facts

- Direct-mounted discrete light engine for improved optical uniformity and visual comfort
- Lumen packages range from 4,300 - 68,000 nominal lumens (30W - 550W)
- Replaces 70W up to 1,000W HID equivalents
- Efficacies up to 157 lumens per watt
- Standard universal quick mount arm with universal drill pattern

Connected Systems

- WaveLinux PRO Wireless
- WaveLinux LITE Wireless

Dimensional Details



NOTES:

NOTES:
1. Visit <http://www.designlights.com/search/> to confirm qualification. Not all product variations are DLC qualified.
2. IDA Certified for 3600K CCT and warmer only.

Site Plan

Case #: 24-10-14-PC

Applicant: Rivian Automotive, LLC

Location: Northwest of Rivian Motorway and West College Ave. (Lots 1 and 2)

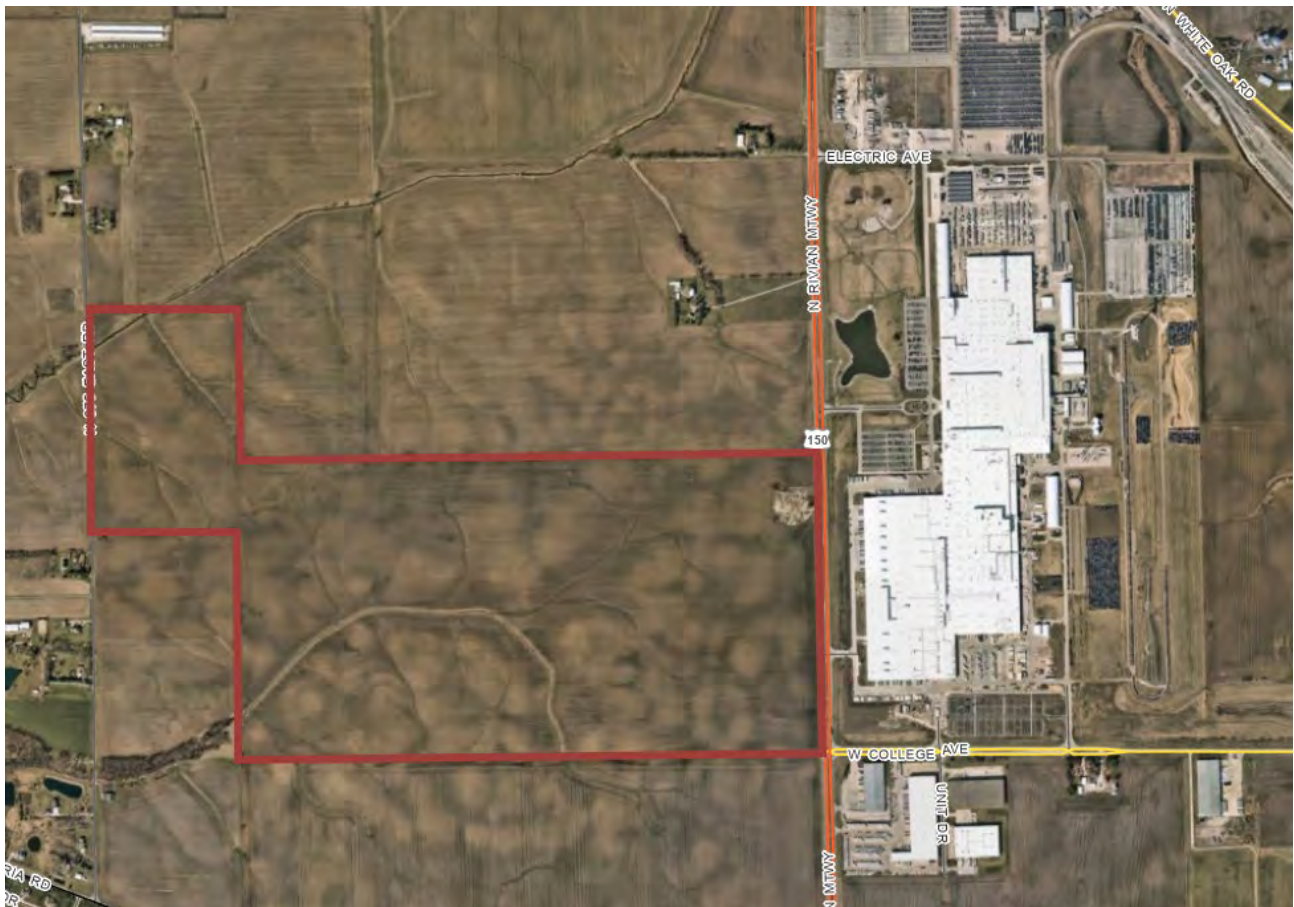
Date: October 10, 2024

Summary: Proposed Site Plan to build a logistics facility.

Staff Recommendation: Conditional approval with variances

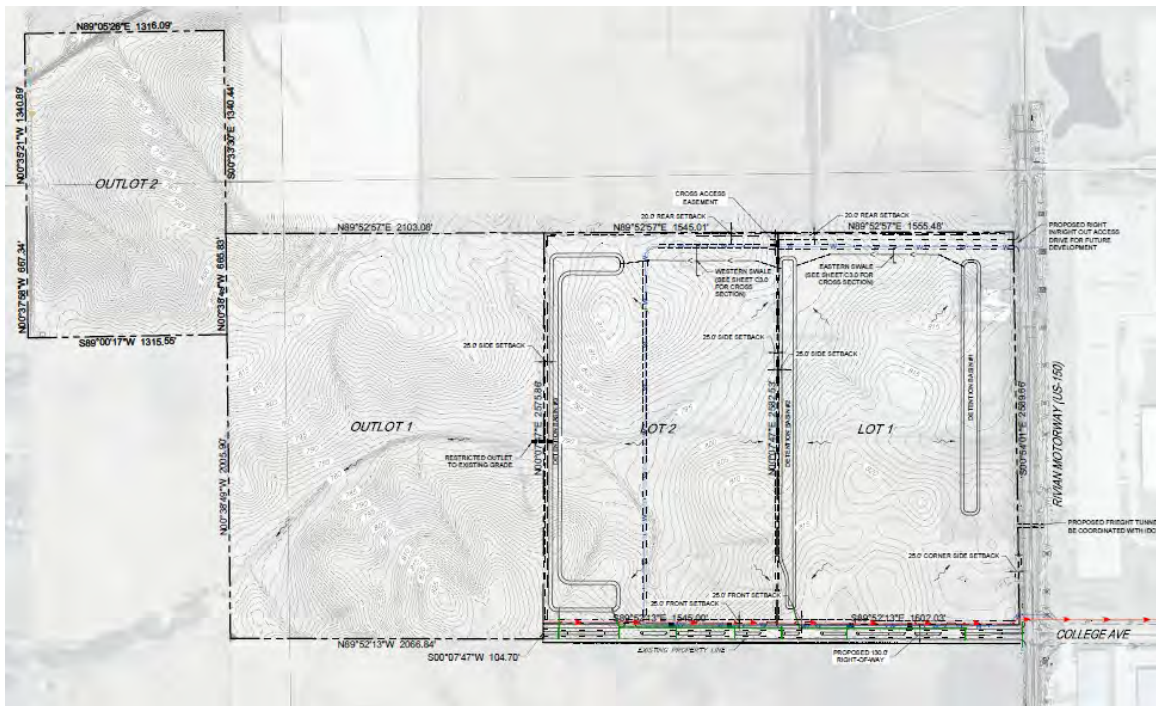
Background

In September 2024, the Town Council approved a preliminary subdivision plan called the NN2 WH Subdivision (Res. No. 6293) for the 380 +/- acres that Rivian had purchased in 2021, shown below in red outline.



Aerial map of the land owned by Rivian and subject to a recently approved preliminary subdivision plan

Per the preliminary plan the property would be divided into Lots 1 and 2 near Rivian Motorway for immediate development and Outlots 1 and 2 further west for future development, as shown below.



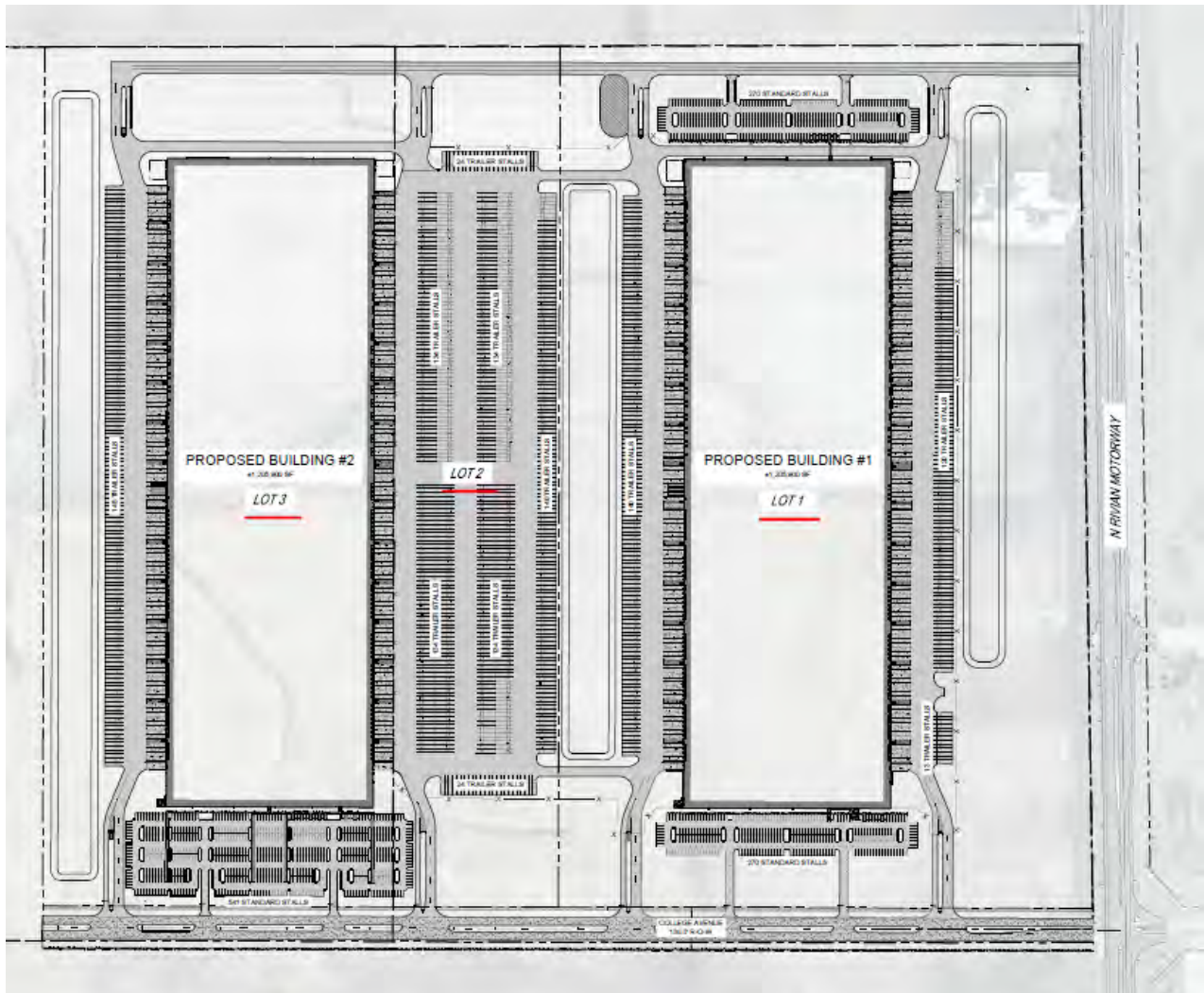
Approved preliminary subdivision plan showing two lots and two outlots

Lots 1 and 2 and Outlot 1 are zoned M-2 General Manufacturing, and Outlot 2 is zoned Agriculture.

Rivian is now ready to proceed with the development of the property encompassed within Lots 1 and 2. Their proposal is to build two logistics facilities, which are distribution hubs for various materials that may or may not require some assembly. For reference, there is a logistics facility on Kerrick Road, east of Main Street.

In order to build west of Rivian Motorway, West College Avenue would be extended west of Rivian Motorway to the west edge of Lot 2. The design of the intersection at Rivian Motorway and West College is currently under development and is related to this new development.

Each logistics facility would be located on its own lot, although for business reasons, Rivian plans to divide the land into three lots. The third lot would be located between the two buildings and would be dedicated to trailer storage. This lot configuration is shown on the next page. Because this is a minor change in the context of such a large development, there is no need to officially amend the preliminary plan to show three lots instead of two.



Proposed site plan for Lots 1, 2 and 3. The approved preliminary subdivision plan shows only two lots. In this proposal, Lot 2 would be for trailer stalls.

Ultimately, Rivian anticipates that the center lot (Lot 2) will be absorbed into Lot 1 or Lot 3. That would happen outside of the public process as a permitted “transfer of land between adjacent landowners.”

In order to move forward with development, two steps must be taken.

First, site plan approval is required for any development greater than 20 acres in size in M-2 zoning. All three of these lots exceed that size. The site plan process includes a public hearing at a Planning Commission meeting and final approval by the Town Council.

Second, any land to be developed must be converted to a “lot of record” through a final plat process. This approval occurs through the Town Council without any further Planning Commission process.

Site Plan for Lots 1 and 2

Because it is most likely that Lots 1 and 2 will merge into one lot, Town staff's site plan analysis for the easternmost logistics facility (Building 1) will combine Lots 1 and 2. A separate report will address Lot 3.

The proposed Site Plan for Lots 1 and 2 has four major components:

1. **Overall Layout.** The logistics facility is shown on Lot 1 with parking on all sides. College Avenue would be extended along the entire south property line of Lots 1 and 2. A large detention basin would be located between the parking and Rivian Motorway, with another approximately 250 feet of green space between the detention basin and the highway.
2. **Building.** The proposed logistics facility is approximately 1.2 million sq. ft. in size. As shown on the illustrations attached to the application, the new building would be just under 50 feet in height, which exceeds the code maximum of 45 feet. (Note that staff is proposing a zoning code update that would increase the height maximum in M-2 zoning to 80 feet.) The building would be made primarily of concrete panels in varying shades of gray. The main entrance at the southeast corner would have more architectural flair with dark concrete panels and Rivian signage. Close to 100 truck bays would be on the east and west elevations of the building. The Community Design Standards do not apply to building appearance in M-2 zoning.
VARIANCE: Building height in excess of 45 feet.
3. **Parking.** Per the zoning code, a manufacturing use requires 1 parking space per 600 sq. ft. of building. At 1.2 million sq. ft., a manufacturing facility would need 2,000 parking spaces. A building used for warehousing is required to have 1 space per 2,400 sq. ft. of building, which would require 500 spaces for a 1.2 million sq. ft. building. The proposed logistics facility is akin to warehousing with some amount of assembly. Thus, staff is applying the warehousing requirement. There are several areas of parking proposed with this site plan, as described below.
 - **North and south passenger vehicle lots.** The site plan shows 528 parking spaces for passenger vehicles split evenly between the parking lots on the north and south ends of the building. These spaces would be for employees, contractors, visitors, and the like.
 - **Trailer stalls.** Stalls to park truck trailers are shown on the east and west sides of the building. On Lot 1, 133 trailer stalls are shown on the east side of the building, and 140 are shown on the west side. On Lot 2, there are 724 trailer stalls.
 - **Bicycle parking.** A bike rack would be provided near the main entrance on the south side of the building.
4. **Landscaping.** The overall site (Lots 1 and 2) would have 36% green space where the code minimum is 20%. The plan shows the number of plantings required by code. The passenger vehicle parking lots have been designed to comply with Community Design Standards as pertains to interior parking lot landscaping and screening from College Avenue. The trailer stall parking areas are exempt from the Community Design Standards.
5. **Lighting.** The outdoor lighting plan shows average light levels below the code maximum. All fixtures – pole lights and wall-mounted lights – are shown with a full cutoff design, which should minimize light pollution.
6. **Access.** The main access to Lots 1 and 2 would take place from West College Avenue, with passenger vehicles having access points separated from the entering and exiting truck traffic.

An access is also shown from Rivian Motorway. All access points to College Avenue are under review by Town staff, and the Illinois Department of Transportation will need to approve any access points to Rivian Motorway because it is a state highway.

7. **Sign package.** The site qualifies for approximately 8,100 sq. ft. of signage. Rivian is proposing 335 sq. ft. of “Rivian” signage, including one small monument sign and two wall-mounted signs, and various other wall signs to indicate building names, door numbers and the like. The total amount of sign square footage will not exceed the permitted maximum.

In order to facilitate safe and efficient vehicular, pedestrian, and bicycle traffic into, through, and out of the site, Rivian is also proposing to add several directional signs that will exceed the code maximum height of 6 feet and maximum size of 6 sq. ft. This was also the case on the main Rivian plant to the east, where the Town approved variances for similar wayfinding signs. The attached sign package includes examples of proposed signs, although there is not currently a plan for their locations.

VARIANCE: Height and size of directional signs.

8. **Stormwater Detention.** Two long, linear detention areas are shown on Lot 1 – one on the east side of the building and one on the west. Both would be dry bottomed, and both would be planted with native grasses and flowers appropriate to the conditions (within the basin versus on the bank). Similar native plantings are proposed for the areas around the basins, all of which should improve the quality of the stormwater runoff and which should deter geese.

A representative from Rivian will be present during the public hearing to answer questions.

Adjacent Zoning

Property	Zoning District	Land Use
Subject Property	M-2 General Manufacturing	Agriculture
Adjacent North	County Agriculture	Agriculture
Adjacent East	M-2 General Manufacturing	Manufacturing
Adjacent South	County Agriculture	Agriculture
Adjacent West	M-2 General Manufacturing	Agriculture

Staff Analysis

A site plan review is required when a property zoned M-2 is more than 20 acres in size. The development of Lots 1 and 2 encompasses approximately 123 acres. The site plan review standards, set forth in Sec. 15.8-5, are listed as follows along with the staff analysis:

- A. ***The extent to which potential incompatibilities between the proposed development and surrounding existing development and zoning is minimized by such design features as placement of buildings, parking areas, access driveways and existing or proposed topography.***

The proposed development is a permitted use within M-2 zoning. The closest occupied structures are on the east side of Rivian Motorway – the Rivian plant directly east and an industrial building to the southeast. The property adjacent to the west is slated for similar development as a logistics facility. The properties adjacent to the north and south are large agricultural fields. Within this context, the impact of the new development on nearby properties should be minimal.

B. The extent to which the proposal minimizes any adverse impact of the development upon adjoining land, including the hours of use and operation and the type and intensity of activities that may be conducted.

To minimize the impact on the rural residents to the west (.9 miles away) and north (.2 miles away), the development features copious landscaping and restrained lighting. The intensity of the land use would be expected within M-2 zoning.

C. The extent to which adequately improved streets connected to the improved arterial street system are available or can be reasonably supplied to serve the uses proposed in the development.

Rivian Motorway is a large state highway built to accommodate intense industrial activity. The improvements required to accommodate this development are under review by the Town's engineering staff and the Illinois Department of Transportation.

D. The extent to which the proposed development is essential or especially appropriate in view of the available alternatives within the Town.

The Town's largest manufacturing area includes and surrounds the Rivian plant, so the proposed development directly west of Rivian's main plant is appropriate in this location.

E. The extent to which the proposed development will favorably or adversely affect other persons or property and, if so, whether, because of circumstances peculiar to the location, the effect is likely to be greater than is ordinarily associated with the development of the type proposed.

Because the site is in an area of Normal set aside for heavy manufacturing, there is no expected impact that would be atypical for the property.

Conformance to Existing Town Plans

This project aligns with the Comprehensive Plan in significant ways. First, by expanding the Rivian operation to include a logistics facility, additional jobs will be created. This supports the Comp Plan goal of Economic Vitality. Second, the electric vehicle industry supports the overall Health and Sustainability goals of the Comp Plan. Third, the development will be located in a place with access to a bus route (across the street at the main Rivian plant) and to the Constitution Trail (which is being extended along West College to Rivian Motorway), which encourages alternative modes of transportation.

Town Staff Recommendation

For these reasons, Town staff recommends the site plan be approved with two variances and one condition:

1. Building height in excess of 45 feet.
2. Directional signage that exceeds the code maximum height and size
3. Approval of access points and related improvements to the intersection at Rivian Motorway and West College conditioned on approval from the Town of Normal and the Illinois Department of Transportation

Town Council Action Report

October 21, 2024

Resolution Conditionally Approving a Site Plan for Lot 3 of the NN2 WH Subdivision (West of Rivian Motorway and North of College Avenue Extended)

Prepared By: Mercy Davison, Town Planner

Reviewed By: Pamela S. Reece, City Manager
Jason Querciagrossa, Corporation Counsel
Greg Troemel, Director of Inspections
Ryan Otto, Director of Public Works

Staff Recommendation: Conditional Approval

Planning Commission Recommendation: Conditional Approval

Attachments: Proposed Resolution; Aerial and Zoning Maps; Proposed Site Plan*; Staff Report to the Planning Commission; Minutes of the October 10, 2024, Planning Commission meeting are included in the Addendum.

* Because the Site Plan packet for Lot 3 is almost identical to the packet for Lots 1 and 2, only the non-duplicated materials are attached to this report.

Community Impact

Approval of the proposed Site Plan would support Rivian's expansion west of Rivian Motorway. This would support the Comprehensive Plan's Economic Vitality and Health and Sustainability goals, as the expansion would create more jobs in the electric vehicle manufacturing sector.

Budget Impact

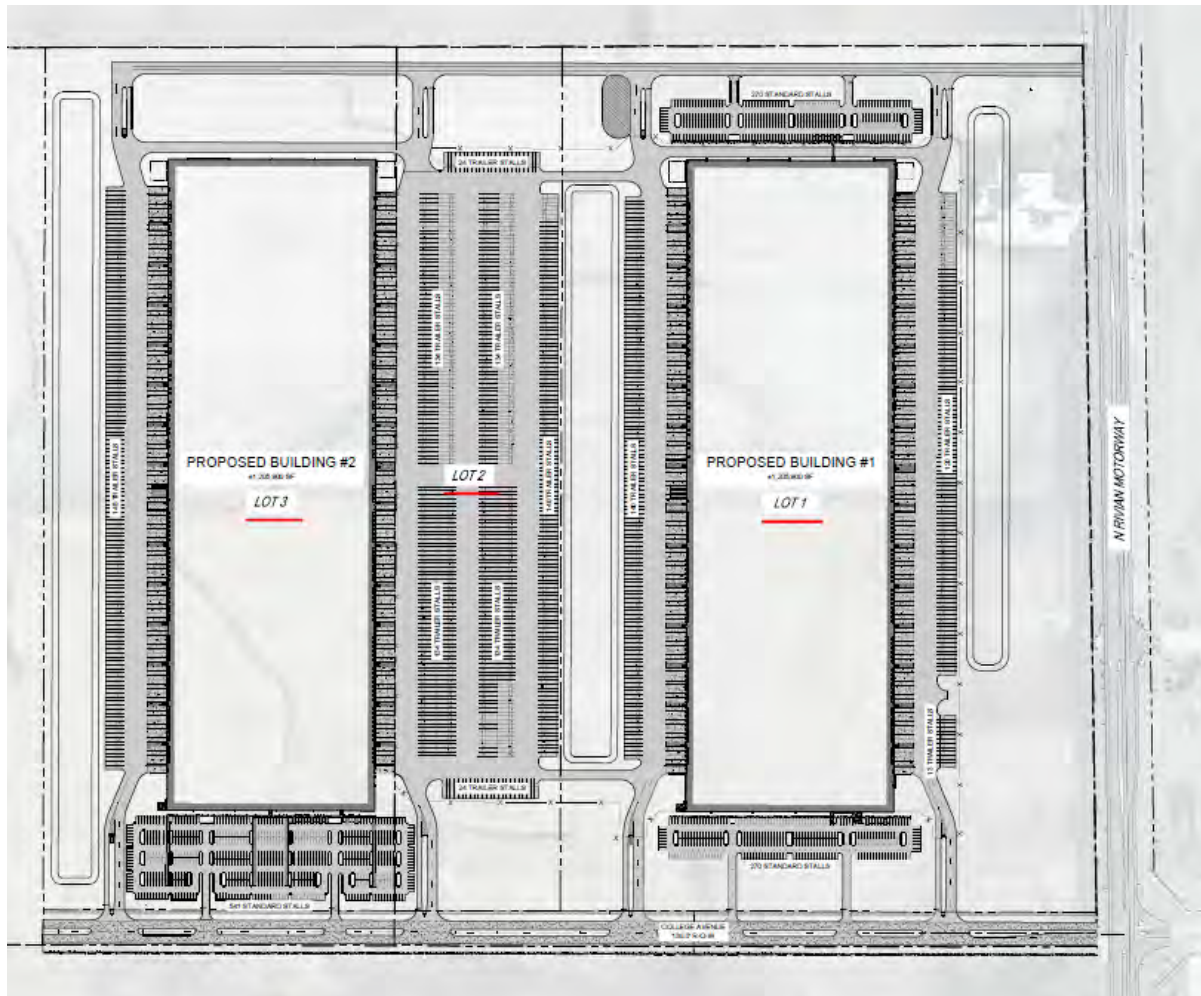
N/A

Strategic Alignment



Background

As is more fully explained in the previous Council Action Report, Rivian is proposing two large industrial development sites west of Rivian Motorway. The easternmost development would be constructed on a combination of Lots 1 and 2, while the westernmost development would be constructed on Lot 3. This report pertains to the development of Lot 3, as shown below.



The proposed development of Lot 3 is very similar to the development of Lots 1 and 2, which was fully explained in the previous report. Major differences include the following:

1. Lot 3 would only have passenger vehicle parking on the south side of the lot. With a proposed 541 passenger vehicle parking spaces and 145 truck and trailer spaces, the site would exceed the code minimum of 500 required spaces.
2. Access is proposed from the extended West College Avenue and across the north side of Lots 1 and 2 to the proposed access to Rivian Motorway.
3. The lot would have one dry-bottom detention basin on the west side of the lot. Copious landscaping would be planted along the west side of the basin.

Development of Lot 3 would require a height variance for exceeding the current code maximum of 45 feet and a variance for the proposed wayfinding signage.

The same conditions pertaining to access and the impact on Rivian Motorway would apply to Lot 3 as were applied to Lots 1 and 2.

Discussion

Sec. 15.8-5 of the Municipal Code sets forth Site Plan review standards, which include the minimization of incompatibilities between the development and surrounding properties, the extent to which the proposed development will favorably or adversely affect other persons or property, and the extent to which existing surrounding roadways can serve the proposed development. As was more fully explained in the previous report, Town staff find the proposed plan meets the above standards with the requested variances and two conditions.

The proposed development is a permitted land use in M-2 and is adjacent to large agricultural operations, a major state highway, and a major industrial operation across the street. Utilities are in the vicinity and are under design review for extension to the site. The nearest residents are 0.3 miles to the north and 0.6 miles to the west. In order to further reduce the impact of development, Rivian is proposing extensive landscaping and conservative outdoor lighting.

This project aligns with the Comprehensive Plan goals relating to Economic Vitality and Health and Sustainability. Furthermore, the development will be located in proximity to a bus route and the Constitution Trail.

Town staff support the requested building height variance, as the zoning text is soon to be amended to permit heights up to 80 feet in M-2. Staff also support variances for the height and size of the wayfinding signs, as they are appropriately sized for such a large site.

The only aspect of the site plan requiring additional staff and IDOT review pertains to the design of the intersection of College and Rivian Motorway and to the design of the direct access proposed on Rivian Motorway at the north end of Lot 1.

The Planning Commission held a public hearing for the proposed site plan on October 10, 2024. For the sake of efficiency, the commission took public testimony on both the easternmost and westernmost developments at the same time. As mentioned in the previous report, the main concerns raised by those testifying pertained to drainage, maintenance of the undeveloped land, operational hours, and noise.

Following its findings of fact, the commission voted unanimously in favor of the site plan as proposed with the variances and conditions put forth by Town staff.

For these reasons, Town staff recommend the Town Council approve the site plan with variances for building height and wayfinding sign height/size and with the following conditions:

1. That Town staff and IDOT approve the design of the intersection at College and Rivian Motorway
2. That IDOT approve the proposed access to Rivian Motorway at the north end of Lot 1

The following report addresses the final plat of the properties, which is required prior to construction.

RESOLUTION NO. _____

RESOLUTION CONDITIONALLY APPROVING A SITE PLAN FOR LOT 3 OF THE NN2 WH
SUBDIVISION (WEST RIVIAN MOTORWAY AND NORTH OF COLLEGE AVENUE EXTENDED)

- WHEREAS, The Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs.
- WHEREAS, The owner of the NN2 WH Subdivision has submitted a site plan for Lot 3 of the property (the “Site Plan”) to construct a logistics facility.
- WHEREAS, On October 10, 2024, after notice and hearing as required by law, the Planning Commission recommended approval of the Site Plan with conditions and variances.
- WHEREAS, It is in the best interests of the health, safety, and welfare of the citizens of Normal to approve the Site Plan for the property.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

- SECTION 1. This resolution pertains to the application for amended site plan review titled *NN2 WH – Lot 3* and submitted on September 23, 2024 (“Application”), on file in the office of the Town Clerk.
- SECTION 2. The Application is hereby approved, with the following conditions and variances:
- 2.1. Conditioned on the Town’s and the Illinois Department of Transportation’s approval of the College and Rivian Motorway intersection design;
 - 2.2. Conditioned on the Illinois Department of Transportation’s approval of site access points from Rivian Motorway;
 - 2.3. A variance for building height up to 50 feet in accordance with the Application; and
 - 2.4. A variance for wayfinding signs that exceed the code maximum height and size in accordance with Town Staff approval.

SECTION 3. All use and development of the property described in this resolution must comply with all Town of Normal codes, ordinances, rules, and regulations, and this approving resolution, and the property must be maintained in accordance with this approved Site Plan.

ADOPTED this ____ day of _____, 2024.

APPROVED:

President of the Board of Trustees
Town of Normal, Illinois

ATTEST:

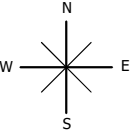
Approval of Conditions:

Town Clerk
(seal)

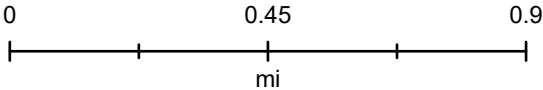
Town Engineer



Lot 3 Lots 1 and 2

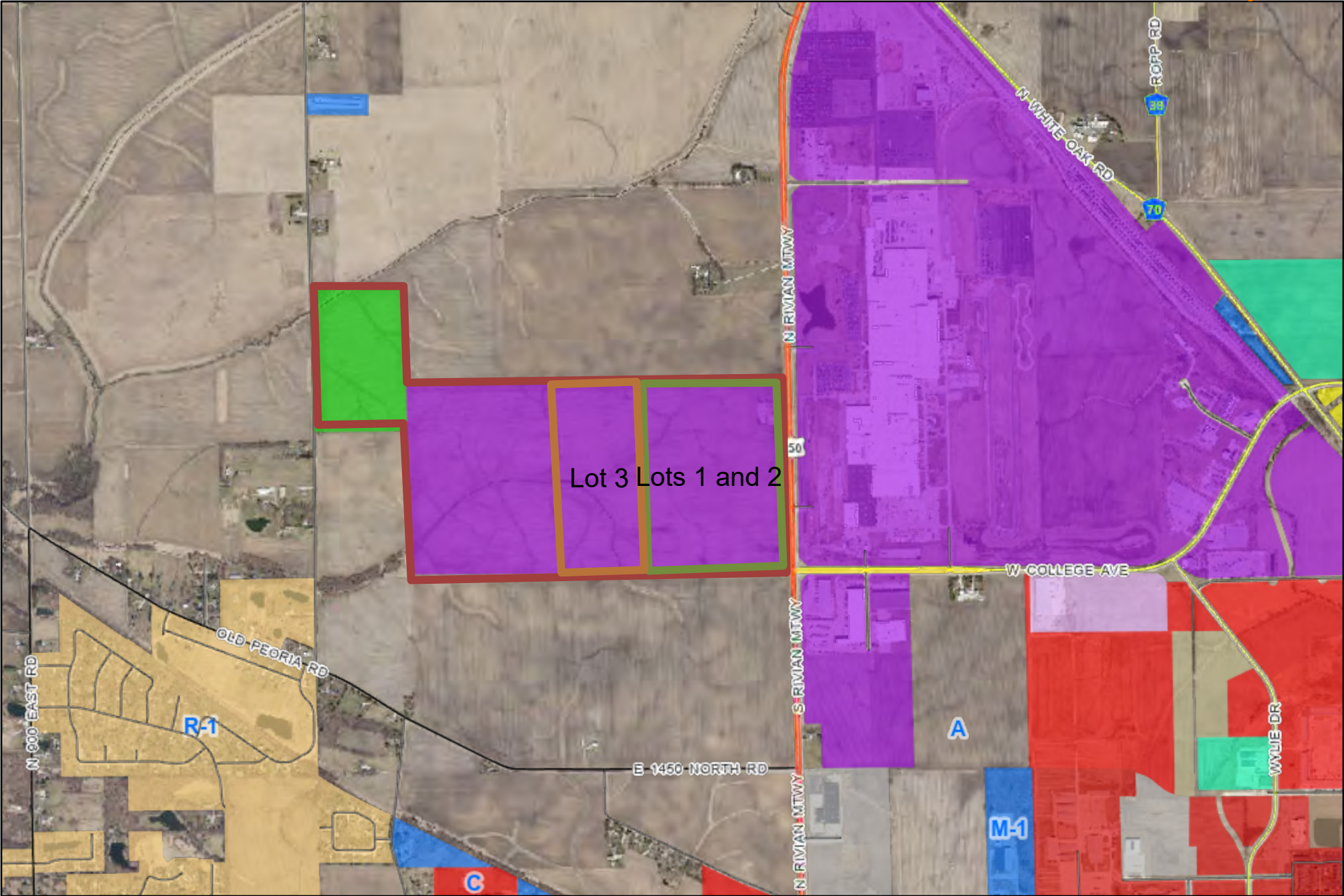


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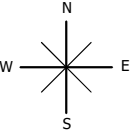


1 inch = 2,321 feet

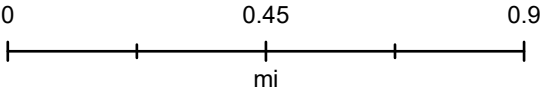




Lot 3 Lots 1 and 2

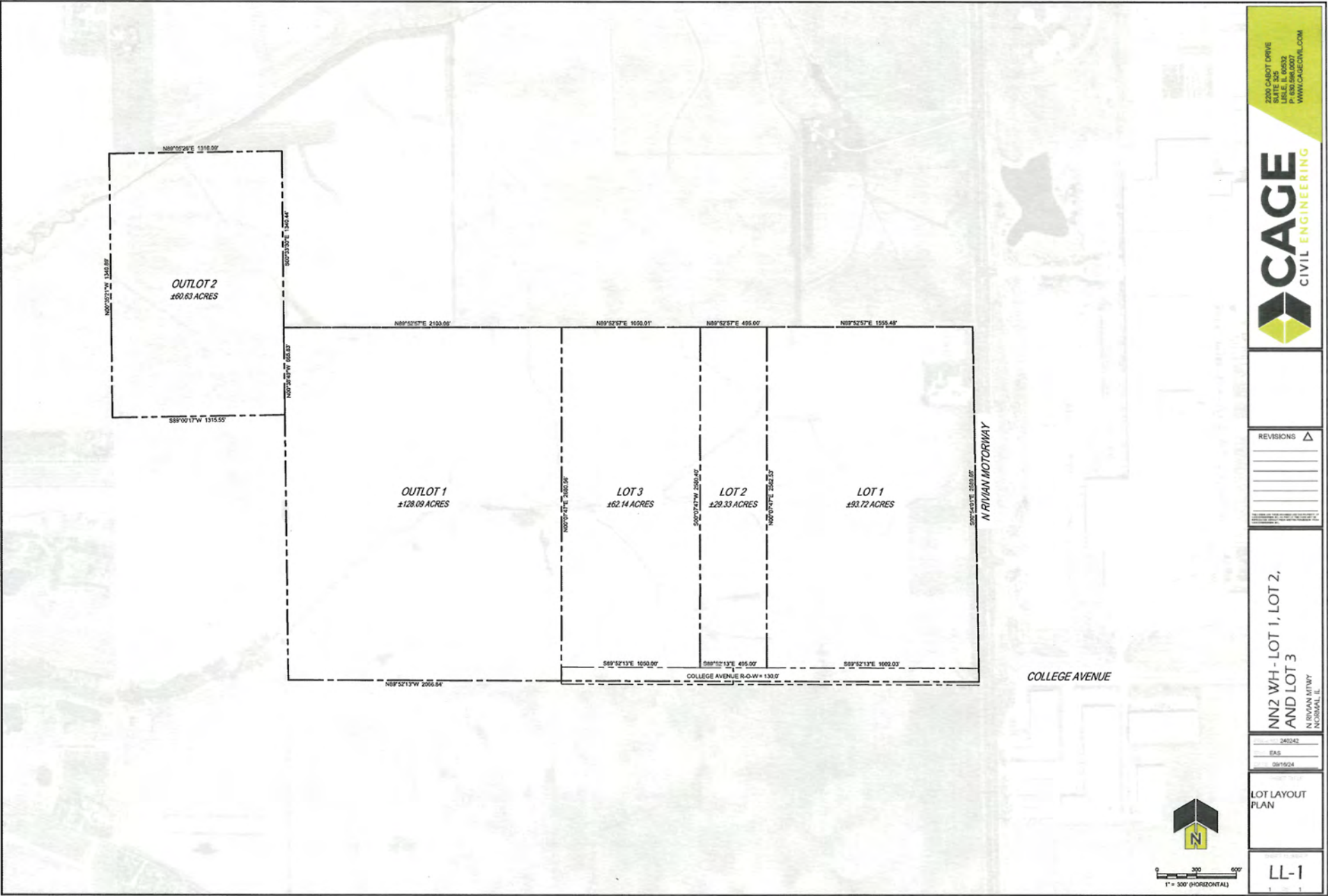


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1 inch = 2,321 feet





2200 CASDOTT DRIVE
LITTLE ROCK, AR 72202
P: 501.596.0007
WWW.CAGECIVIL.COM

REVISIONS	△

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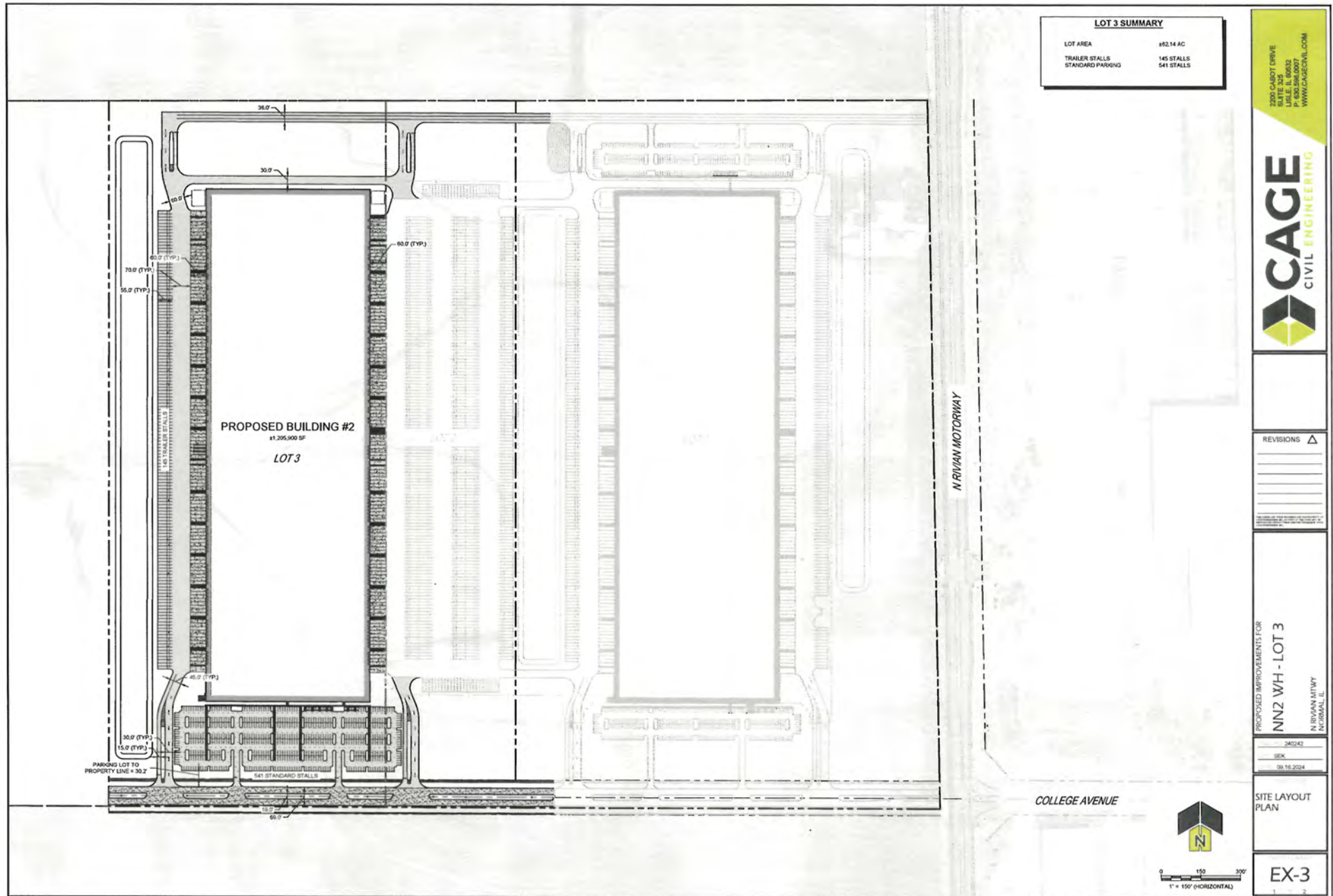
08/19/24

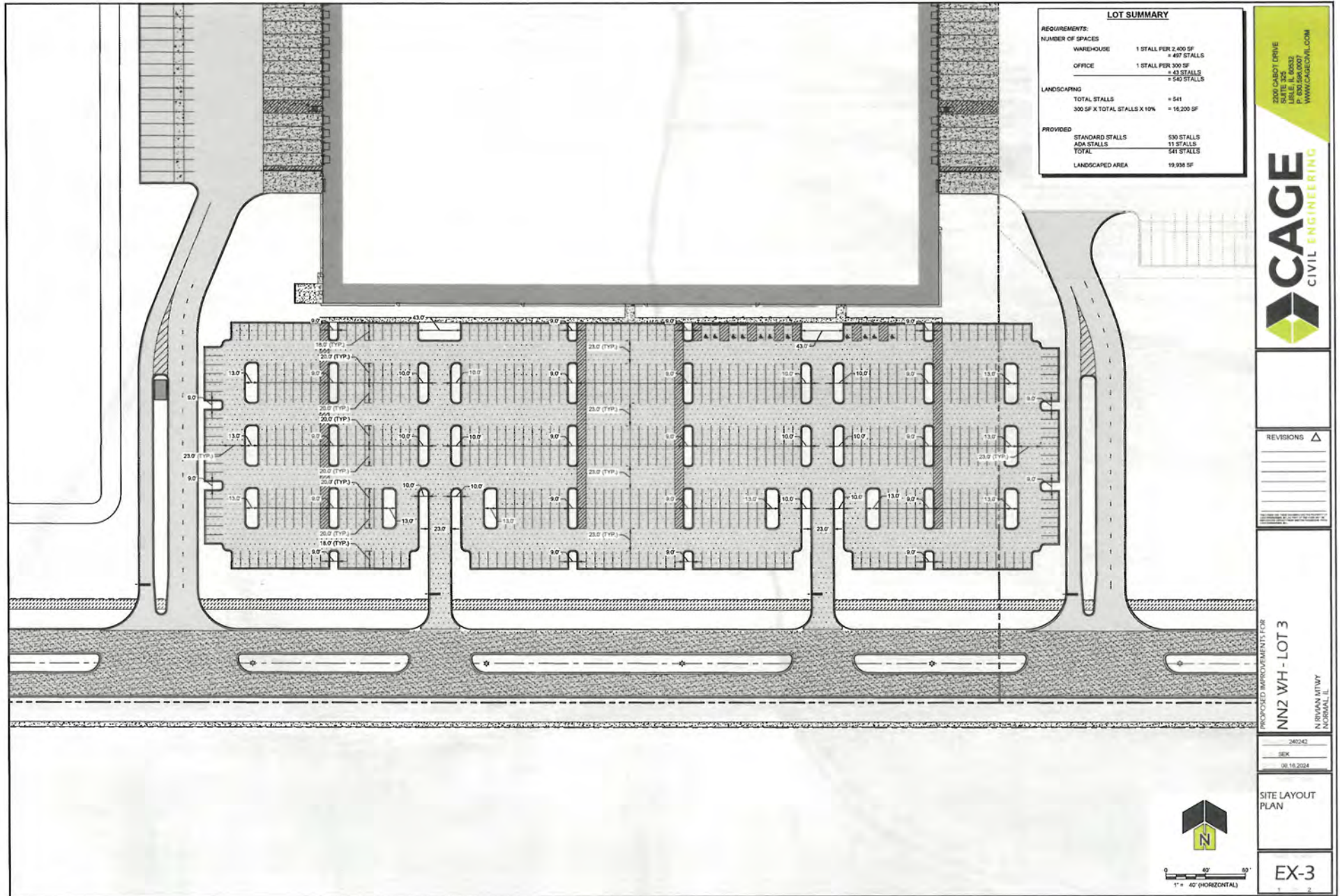
LOT LAYOUT
PLAN

LL-1

1 1

NN2 WH - LOT 1, LOT 2,
AND LOT 3
N RIVAN MTRWY
NORMAL, IL

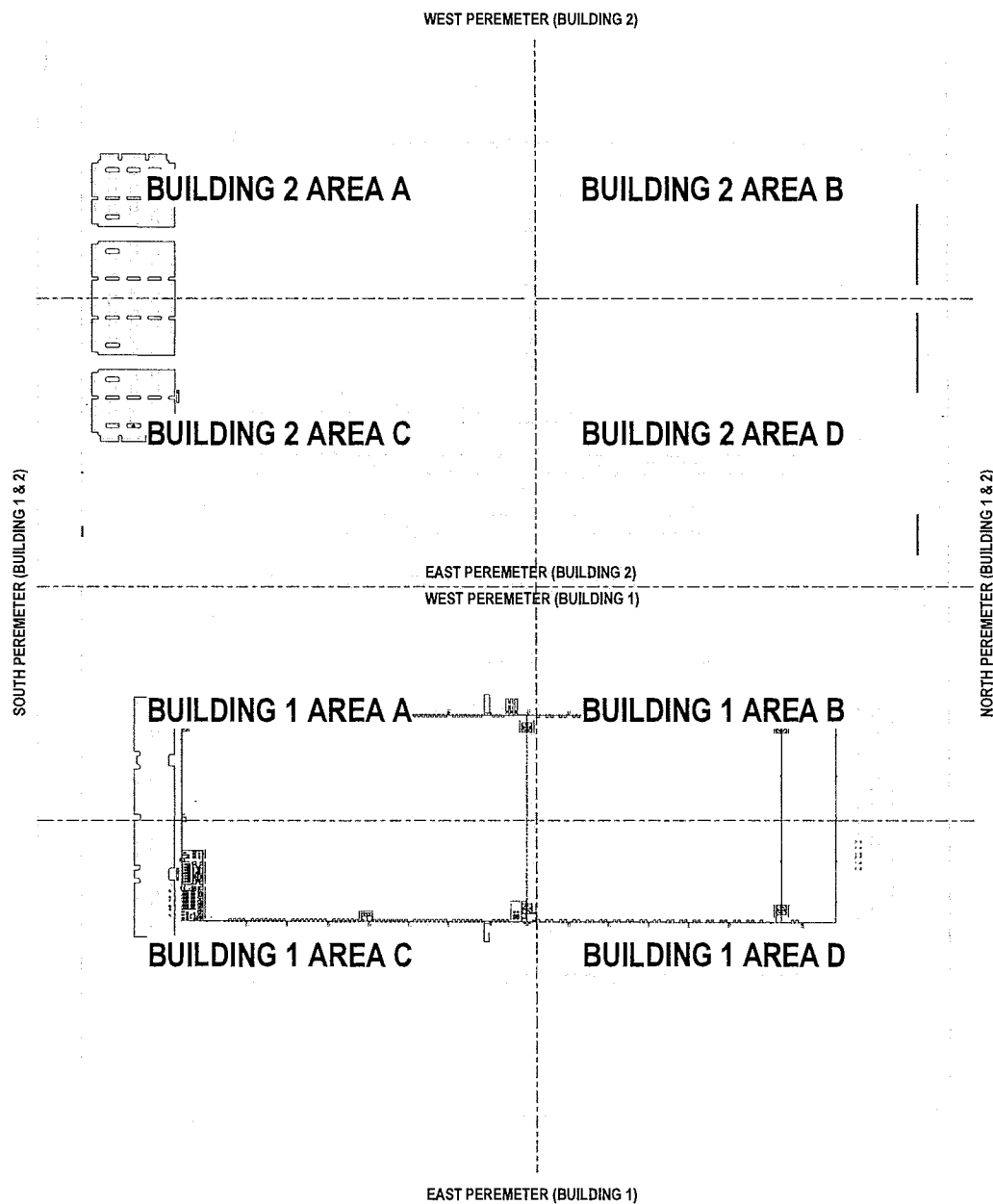




ORDNANCE REQUIREMENTS					
DN.15.14-7 REC. D SITE LANDSCAPE REQUIREMENTS AT LEAST TEN (10) PERCENT OF THE TOTAL LAND AREA OF ANY DEVELOPMENT MUST BE LANDSCAPED					
BUILDING 1			BUILDING 2		
LOT AREA (A1 + B) 123.65 AC	REQUIRED LANDSCAPED AREA 12.37 AC		LOT AREA (C) 62.14 AC	REQUIRED LANDSCAPED AREA 12.43 AC	
	PROPOSED LANDSCAPED AREA 46.13 AC			PROPOSED LANDSCAPED AREA 21.74 AC	
DN.15.14-7 SEC. D SITE LANDSCAPE NON-REQUIREMENTS (1) TREES + (3) SHRUBS PER 30' OF PERIMETER LOT FOOTAGE					
BUILDING 1			BUILDING 2		
NORTH PERIMETER 1,502'	REQUIRED TREES 41	REQUIRED SHRUBS 419	NORTH PERIMETER 1,537'	REQUIRED TREES 41	REQUIRED SHRUBS 239
	PROPOSED TREES 41	PROPOSED SHRUBS 235		PROPOSED TREES 44	PROPOSED SHRUBS 230
SOUTH PERIMETER 1,559'	REQUIRED TREES 41	REQUIRED SHRUBS 239	SOUTH PERIMETER 1,543'	REQUIRED TREES 41	REQUIRED SHRUBS 239
	PROPOSED TREES 41	PROPOSED SHRUBS 235		PROPOSED TREES 44	PROPOSED SHRUBS 239
WEST PERIMETER 2,487'	REQUIRED TREES 62	REQUIRED SHRUBS 419	WEST PERIMETER 2,488'	REQUIRED TREES 78	REQUIRED SHRUBS 235
	PROPOSED TREES 62	PROPOSED SHRUBS 419		PROPOSED TREES 78	PROPOSED SHRUBS 239
EAST PERIMETER 2,587'	REQUIRED TREES 62	REQUIRED SHRUBS 419	EAST PERIMETER 2,587'	REQUIRED TREES 62	REQUIRED SHRUBS 419
	PROPOSED TREES 62	PROPOSED SHRUBS 419		PROPOSED TREES 62	PROPOSED SHRUBS 419
TOTAL REQUIRED TREES ON BUILDING 1 SITE: 357		TOTAL REQUIRED SHRUBS ON BUILDING 1 SITE: 1,331	TOTAL REQUIRED TREES ON BUILDING 2 SITE: 232		TOTAL REQUIRED SHRUBS ON BUILDING 2 SITE: 1,331
TOTAL PROPOSED TREES ON BUILDING 1 SITE: 232		TOTAL PROPOSED SHRUBS ON BUILDING 1 SITE: 1,331	TOTAL PROPOSED TREES ON BUILDING 2 SITE: 271		TOTAL PROPOSED SHRUBS ON BUILDING 2 SITE: 1,331
DN.15.14-7 SEC. D SITE LANDSCAPE REQUIREMENTS (2) TREES + (3) SHRUBS OR ORNAMENTAL GRASSES PER 30' SPACES					
BUILDING 1			BUILDING 2		
PARKING SPACES 540	REQUIRED TREES 54	REQUIRED SHRUBS OR ORNAMENTAL GRASSES 135	PARKING SPACES 541	REQUIRED TREES 54	REQUIRED SHRUBS OR ORNAMENTAL GRASSES 135
	PROPOSED TREES 54	PROPOSED SHRUBS OR ORNAMENTAL GRASSES 135		PROPOSED TREES 54	PROPOSED SHRUBS OR ORNAMENTAL GRASSES 135
DN.15.14-7 SEC. D SITE LANDSCAPE REQUIREMENTS (1) SHADE OR ORNAMENTAL TREES PER (A) LINEAL FEET, (B) AREA, FEET, (C) LINEAL FEET, (D) AREA, FEET, (E) SHADE TREES BASED TO THE MEDIAN TO LARGER SIDE SHADE TREE					
BUILDING 1			BUILDING 2		
DETENTION BASIN PERIMETER 7,378'	REQUIRED TREES 148		DETENTION BASIN PERIMETER 6,987'	REQUIRED TREES 139	
	PROPOSED TREES 145			PROPOSED TREES 139	
DN.15.14-7 SEC. I (BICYCLE PARKING) REQUIREMENTS (1) BICYCLE PARKING SPACES PER (A) AUTOMOBILE PARKING SPACES WITH A MAXIMUM OF TWENTY (20) BICYCLE PARKING SPACES REQUIRED					
BUILDING 1			BUILDING 2		
PARKING SPACES 545	REQUIRED BICYCLE PARKING SPACE 11		PARKING SPACES 541	REQUIRED BICYCLE PARKING SPACE 11	
	PROPOSED BICYCLE PARKING SPACE 11			PROPOSED BICYCLE PARKING SPACE 11	

PLANTING NOTES

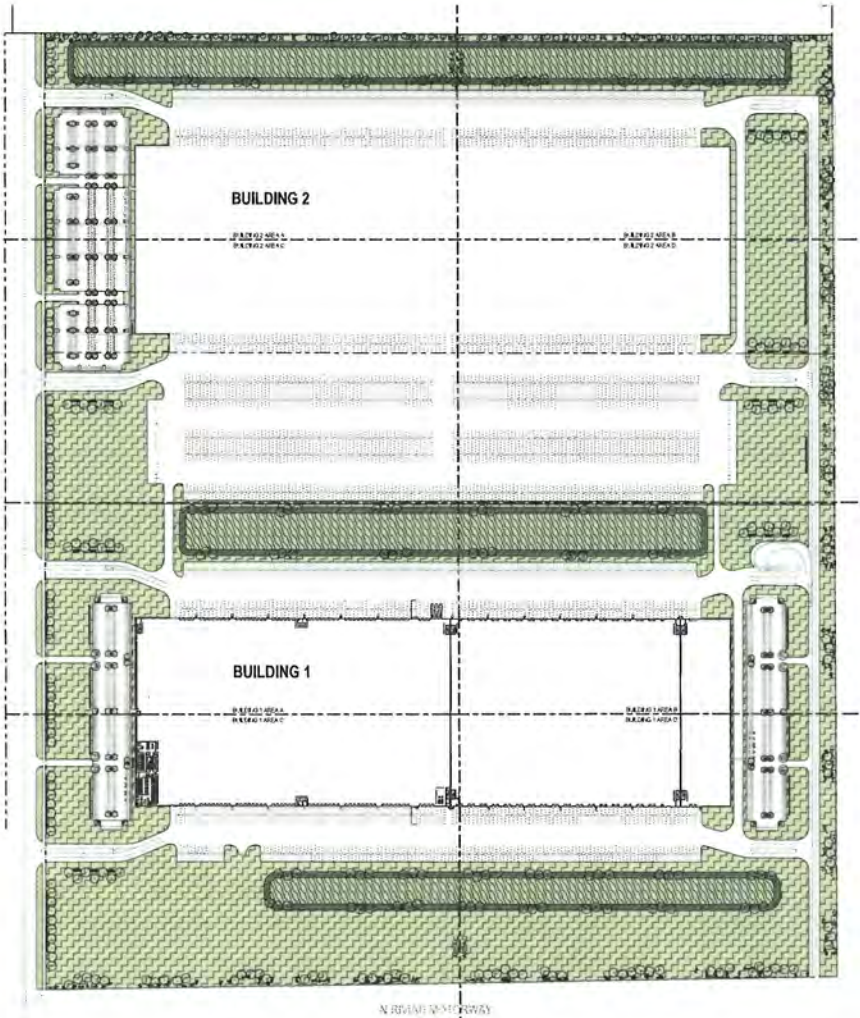
1. VERIFY ALL DIMENSIONS AND SITE CONDITIONS PRIOR TO STARTING CONSTRUCTION AND RECORD THEM. NOTIFY THE LANDSCAPE ARCHITECT OF ANY DISCREPANCIES.
2. VERIFY THE LOCATION OF ALL UTILITIES INCLUDING SANITARY AND STORM SEWER, SLOOF DRAINAGE PRIOR TO BEGINNING CONSTRUCTION.
3. THE WORK DESCRIBED SHALL BE IN COMPLIANCE WITH THE CONTRACT DOCUMENTS AND ALL APPLICABLE CODES.
4. ALL PLANTS SHALL BE GUARANTEED FOR ONE FULL YEAR FROM THE SUBSTITUTIVE DURATION OF THE LANDSCAPE CONTRACT AT FULL REPLACEMENT VALUE INCLUDING LABOR AND MATERIALS.
5. ALL PLANT MATERIAL SHALL BE OF SPECIEN QUALITY AND OF THE SIZE AND TYPE SPECIFIED BY THE PLANT SCHEDULE.
6. THE SITE SHALL BE REFINISHED BY THE LANDSCAPE CONTRACTOR. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING THE BED GRASS AND TO GRASS ANY AREAS CREATED BY LANDSCAPE OPERATIONS.
7. ANY CLEAN EXCESS SOIL FROM LANDSCAPE OPERATIONS SHALL BE WASTED ON SITE AT THE DISCRETION OF THE CONTRACTOR OR SHIPPED OFF OF SITE. ALL SOIL CONTAMINATION SHALL BE REMEDIATED TO MEET THE REQUIREMENTS OF THE LOCAL HEALTH DEPARTMENT.
8. REPLY TO SPECIFICATIONS FOR SOIL TYPE ARE AREAS INDICATED BY THE PLANS TO BE SOOKER SHALL BE WASTED JUST PRIOR TO INSTALLATION AND SHALL BE GUARANTEED FOR ONE FULL YEAR FROM THE DATE WHEN THE WASTED SOIL WAS USED FOR THE WASTED SOIL AND IN EVERY OTHER CASE FOR THE NEXT TWO YEARS.
9. ALL PLANTING AREAS SHALL BE FREE OF ALL WEEDS AND DEBRIS PRIOR TO PLANTING. SOIL AND AROUND AREAS.
10. PROVIDE ANNUAL LANDSCAPE ANALYSIS (SPRINGED) THROUGHOUT THE YEAR AND IN THE FALL. ALL TREES AND SHRUBS IN THE PLANTING ON THE SITE SHALL BE REFINISHED PART OF A FERTILIZATION/IRRIGATION STRATEGY DEVELOPED BY THE LANDSCAPE ARCHITECT.
11. THE CONTRACTOR SHALL PROVIDE PLANT MATERIAL IN QUANTITIES TO MATCH THE DRAWINGS AND TO PROVIDE TOTAL COVERAGE AT THE SPECIFIED SPACING.
12. THERE SHALL BE NO SUBSTITUTIONS OF PLANT MATERIAL WITHOUT APPROVAL OF THE ARCHITECT. THE OWNER SHALL BE NOTIFIED OF ANY SUCH SUBSTITUTIONS. ANY SUBSTITUTIONS SHALL BE IN COMPLIANCE WITH THE SUBSTITUTIVE DURATION OF THE LANDSCAPE CONTRACT. ANY SUBSTITUTIONS SHALL BE IN COMPLIANCE WITH THE CONTRACT DOCUMENTS AND ALL APPLICABLE CODES.
13. REFER TO PLANTING SPECIFICATIONS FOR FURTHER DETAIL.
14. EXISTING CONCRETE CURB/PAVEMENT ON LINES 4 AND 6 IS GREATER.
15. EXISTING CONCRETE CURB/PAVEMENT ON LINES 4 AND 6 IS GREATER TO INCREASE CURB/PAVEMENT.
16. ALL EXISTING AREAS NOT OTHERWISE REFINISHED WITH PAVEMENT ON LANDSCAPE TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
17. REVISION 1 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
18. REVISION 2 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
19. REVISION 3 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
20. REVISION 4 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
21. REVISION 5 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
22. REVISION 6 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
23. REVISION 7 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
24. REVISION 8 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
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26. REVISION 10 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
27. REVISION 11 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
28. REVISION 12 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
29. REVISION 13 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
30. REVISION 14 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
31. REVISION 15 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
32. REVISION 16 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
33. REVISION 17 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
34. REVISION 18 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
35. REVISION 19 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
36. REVISION 20 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
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46. REVISION 30 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
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70. REVISION 54 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT AND REFINISHED WITH PAVEMENT.
71. REVISION 55 TO THE PLANS SHALL BE USED TO REFINISH THE PLANTING AREAS TO BE REFINISHED WITH PAVEMENT AND RE



SITE REFERENCE PLAN
1: 5000

PLANTING NOTES

1. PLANT NAMES MAY BE ABBREVIATED ON DRAWINGS. REFER TO PLANTING SCHEDULE AND SPECIFICATIONS FOR SYMBOLS, ABBREVIATIONS, BOTANICAL AND COMMON NAMES, SIZES, ESTIMATED QUANTITIES AND OTHER REMARKS.
2. VERIFY ALL DIMENSIONS AND SITE CONDITIONS PRIOR TO STARTING CONSTRUCTION AND IMMEDIATELY NOTIFY THE LANDSCAPE ARCHITECT OF ANY DISCREPANCIES.
3. VERIFY THE LOCATION OF ALL UTILITIES INCLUDING SANITARY AND STORM SEWER - HOOK DRAIN PRIOR TO BEGINNING CONSTRUCTION.
4. ALL WORK PERFORMED SHALL BE IN COMPLIANCE WITH THE CONTRACT DOCUMENTS AND WITH ALL APPLICABLE CODES, STANDARDS AND ORDINANCES.
5. ALL PLANTS SHALL BE GUARANTEED FOR ONE YEAR FROM THE SUBSTANTIAL COMPLETION OF THE LANDSCAPE CONTRACT AT FULL REPLACEMENT VALUE INCLUDING LABOR TO REPLACE PLANT MATERIAL.
6. ALL PLANT MATERIAL SHALL BE OF SPECIMEN QUALITY AND OF THE AGE AND TYPE SPECIFIED IN THE PLANT SCHEDULE.
7. THE SITE SHALL BE PREPARED BY THE LANDSCAPE CONTRACTOR. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE TO MAINTAIN PREPARED GRASSES AND RECOVER ANY AREAS DISTURBED BY LANDSCAPE OPERATIONS.
8. ANY EXCESSIVE SOIL, FILL OR LANDSCAPE OPERATIONS SHALL BE WAITED ON SITE AT THE DISCRETION OF THE CONTRACTOR OR DEPOSITED OFF SITE. ALL CONSTRUCTION DEBRIS FROM LANDSCAPE OPERATIONS SHALL BE DEPOSITED OFF SITE.
9. REFER TO SPECIFICATIONS FOR SOIL TYPE. ALL AREAS DESIGNATED IN THE PLANS TO BE SOODED SHALL BE MOVED JUST PRIOR TO INSTALLATION AND SHALL BE GUARANTEED FOR A PERIOD OF ONE MONTH. ALL SOO AREAS ARE TO BE MAINTAINED FOR ONE WEEK AND EVERY OTHER DAY FOR THE NEXT TWO WEEKS.
10. ALL PLANTING AREAS MUST BE FREE OF ALL WEEDS AND DEBRIS BEFORE PLANTING, SOODING AND/OR SEEDING.
11. FOR SPECIFICATIONS AND DETAILS FOR PLANTING METHODS, REQUIREMENTS, SOIL, TESTS, MATERIALS, EXECUTIONS AND PLANT PROTECTIONS.
12. PROVIDE AND INSTALL LOCALLY AVAILABLE BRIDGED WOODPOOD MULCH AROUND THE BASE OF ALL TREES AND SHRUBS IN BRUSH BEDS ONLY. BRIDGES AND MULCH ARE PART OF A REASONABLE PERMANENT SOIL CONSERVATION. THEN APPLY LOCAL LEAF MULCH TO ALL.
13. WHERE PROVIDED, AREA TAKEOFFS AND PLANT QUANTITY ESTIMATES BY PLANTING SCHEDULE ARE FOR INFORMATION ONLY. CONTRACTOR IS RESPONSIBLE TO DO THEIR OWN QUANTITY TAKEOFFS FOR ALL PLANT MATERIAL AND SOILS SHOWN ON THE DRAWINGS. IN CASE OF DISCREPANCIES, BRING TO THE ATTENTION OF THE LANDSCAPE ARCHITECT FOR CLARIFICATION.
14. THE CONTRACTOR SHALL PROVIDE PLANT MATERIAL QUANTITIES TO MATCH THE DRAWINGS AND TO PROVIDE TOTAL COMPREHENSIVE AT THE SPECIFIED SPACING.
15. THERE SHALL BE NO SUBSTITUTIONS OF PLANT MATERIAL WITHOUT APPROVAL OF THE OWNER/ARCHITECT. THE OWNER/ARCHITECT ALONE SHALL DETERMINE EQUIVALENTS BASED UPON COMPLETE INFORMATION SUBMITTED BY THE CONTRACTOR. SUBSTITUTIONS SHALL NOT BE MADE UNLESS THEY ARE IN WRITING AND WRITTEN REQUESTS ARE SUBMITTED TO THE OWNER/ARCHITECT FOR APPROVAL.
16. CONTRACTOR IS RESPONSIBLE TO REPAIR ALL AREAS OF THE SITE OR ADJACENT AREAS WHERE DISTURBED TO A CONDITION THAT MEETS OR EXCEEDS THE CONDITION PRIOR TO THE DISTURBANCE. SEE SHEET L4.100 FOR PLANT SCHEDULE.



PLANTING REFERENCE PLAN
L4.100

LEGEND

SYMBOL	DESCRIPTION	DETAIL
(Symbol)	CANOPY TREES	A1 / L4.101
(Symbol)	UNDERSTORY TREES	A1 / L4.101
(Symbol)	EVERGREEN TREES	A2 / L4.101
(Symbol)	DECIDUOUS SHRUBS	B1 / L4.101
(Symbol)	EVERGREEN SHRUBS	B1 / L4.101
(Symbol)	TURF	
(Symbol)	NATIVE SEED MIX	
(Symbol)	DETENTION BASIN SLOPED MIX	
(Symbol)	DETENTION BASIN BOTTOM MIX	

CLAYCO
THE ART & SCIENCE OF BUILDING
200 N. WILSON AVENUE
ST. LOUIS, MISSOURI 63104
(314) 241-1000

Lamar Johnson
Collaborative

PROGRESS
PRINT

NN2 WH
BLOOMINGTON / NORMAL, IL

DESCRIPTION
SITE PLAN SUBMISSION

DATE
05.10.2024

DRAWING NO.

DRAWING TITLE
PLANTING REFERENCE PLAN

DRAWING NO.
L4.100

DATE
008764

PROGRESS
PRINT

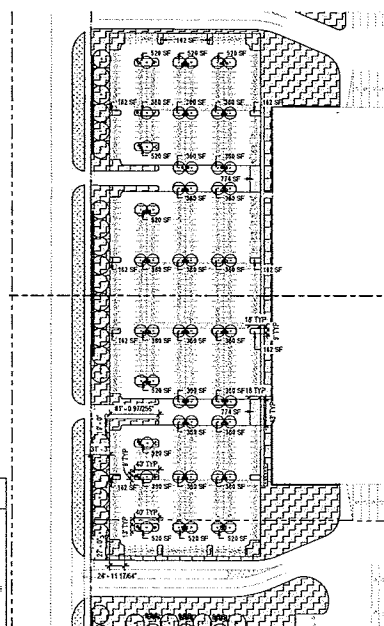
NN2 WH
BLOOMINGTON / NORMAL, IL

DRAWING ISSUE	
DESCRIPTION	DATE
STATE PLAN SUBMISSION	02/16/2004

DRAINAGE TITLE
PARKING LOT CALCULATIONS

DRAWING NO.
L4.502

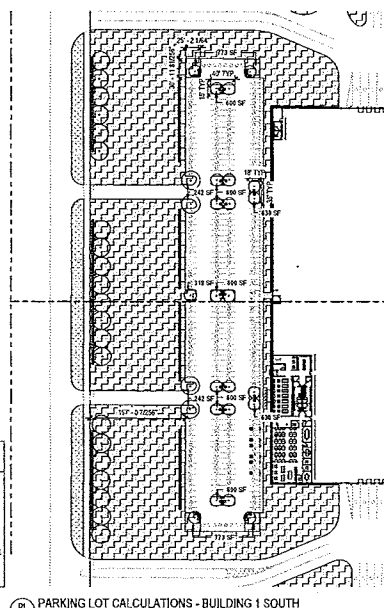
Job # 008764



PARKING LOT CALCULATIONS - BUILDING 2

TOTAL PARKING GARAGE
541
TOTAL PROPOSED GREENSPACE (SF)
19,918 SF
REQUIRED PARKING LOT GREENSPACE
541 (PARKING STALLS) X 359 SF = 192,109 SF
10% OF 192,109 SF = 19,210.9 REQUIRED GREENSPACE
PROPOSED PARKING LOT GREENSPACE
12.21%

02 PARKING LOT CALCULATIONS - BUILDING 2
 2.4.502 1" = 20'-0"



**PARKING LOT CALCULATIONS -
BUILDING 1 SOUTH**

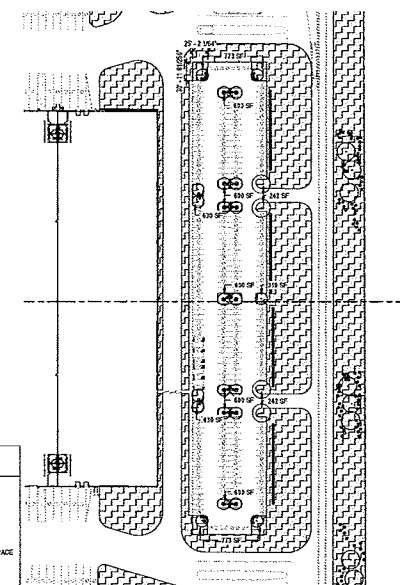
TOTAL PARKING COUNT
278

TOTAL PROVIDED GREENSPACE (SF)
8,810 SF

REQUIRED PARKING LOT GREENSPACE
278 PARKING STALLS X 310 SF = 81,000 SF
10% OF 81,000 SF = 8,100 REQUIRED GREENSPACE

PROPOSED PARKING LOT GREENSPACE
11.75%

DI PARKING LOT CALCULATIONS - BUILDING 1 SOUTH
1.032 1" = 12'-0"



PARKING LOT CALCULATIONS - BUILDING 1 NORTH

<u>TOTAL PARKING COUNT</u> 270
<u>TOTAL PROVIDED GREENSPACE (G)</u> 9,830 SF
<u>REQUIRED PARKING LOT GREENSPACE</u> 270 PARKING SPACES X 310 SF = 81,600 SF 10% OF 81,600 SF = 8,160 REQUIRED GREENSPACE
<u>PROPOSED PARKING LOT GREENSPACE</u> 12.15%

A1 PARKING LOT CALCULATIONS - BUILDING 1 NORTH
 1/5/21 11:44

Site Plan

Case #: 24-10-15-PC

Applicant: Rivian Automotive, LLC

Location: Northwest of Rivian Motorway and West College Ave. (Lot 3)

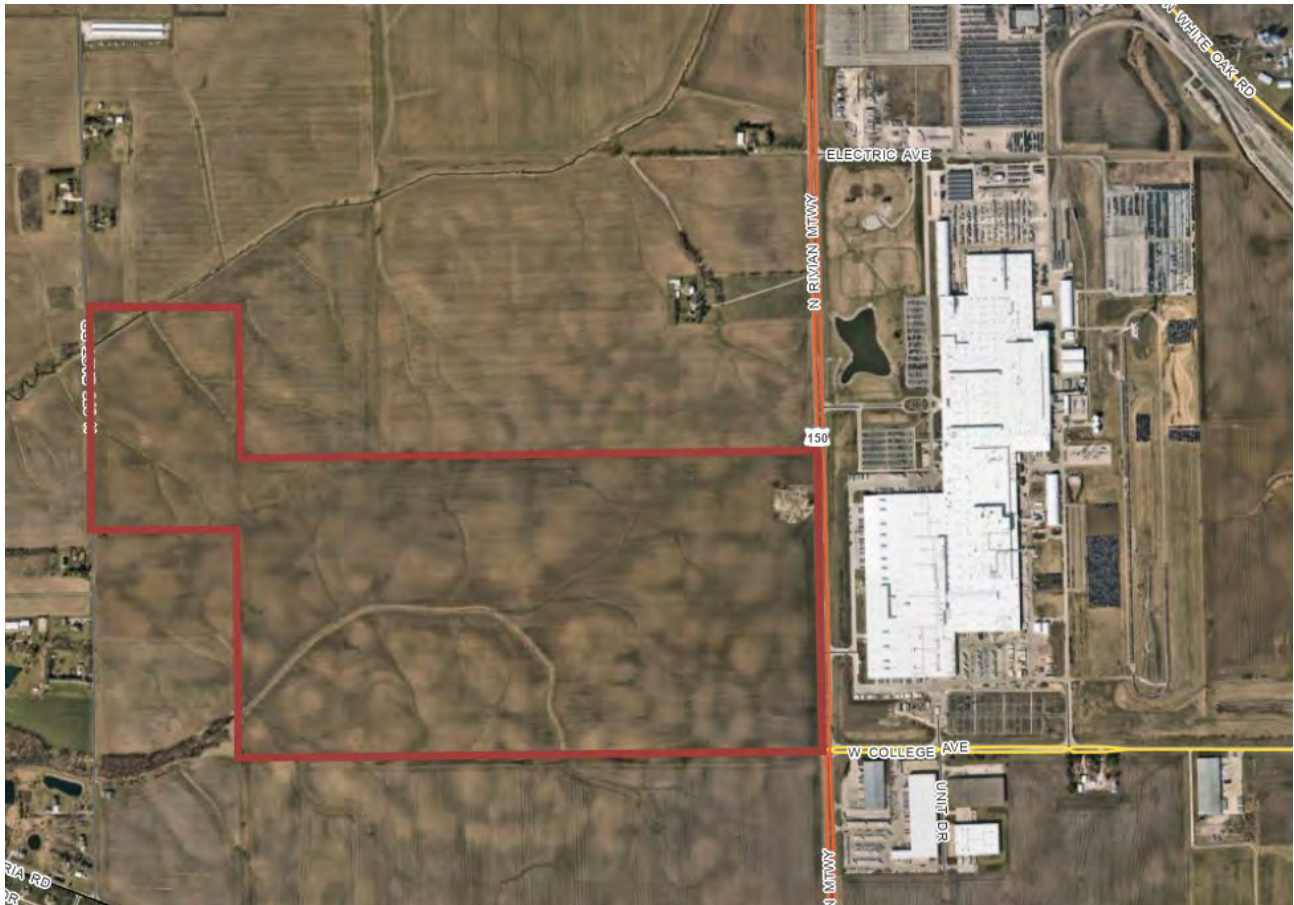
Date: October 10, 2024

Summary: Proposed Site Plan to build a logistics facility.

Staff Recommendation: Conditional approval with variances

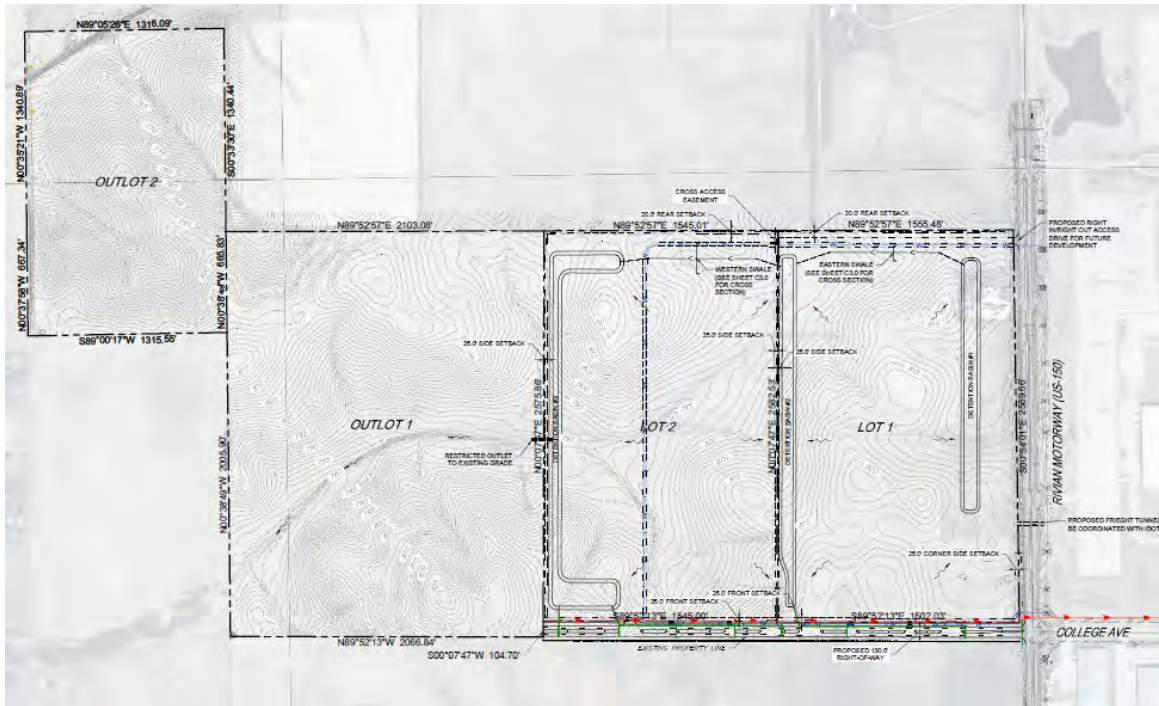
Background

In September 2024, the Town Council approved a preliminary subdivision plan called the NN2 WH Subdivision (Res. No. 6293) for the 380 +/- acres that Rivian had purchased in 2021, shown below in red outline.



Aerial map of the land owned by Rivian and subject to a recently approved preliminary subdivision plan

Per the preliminary plan the property would be divided into Lots 1 and 2 near Rivian Motorway for immediate development and Outlots 1 and 2 further west for future development, as shown below.



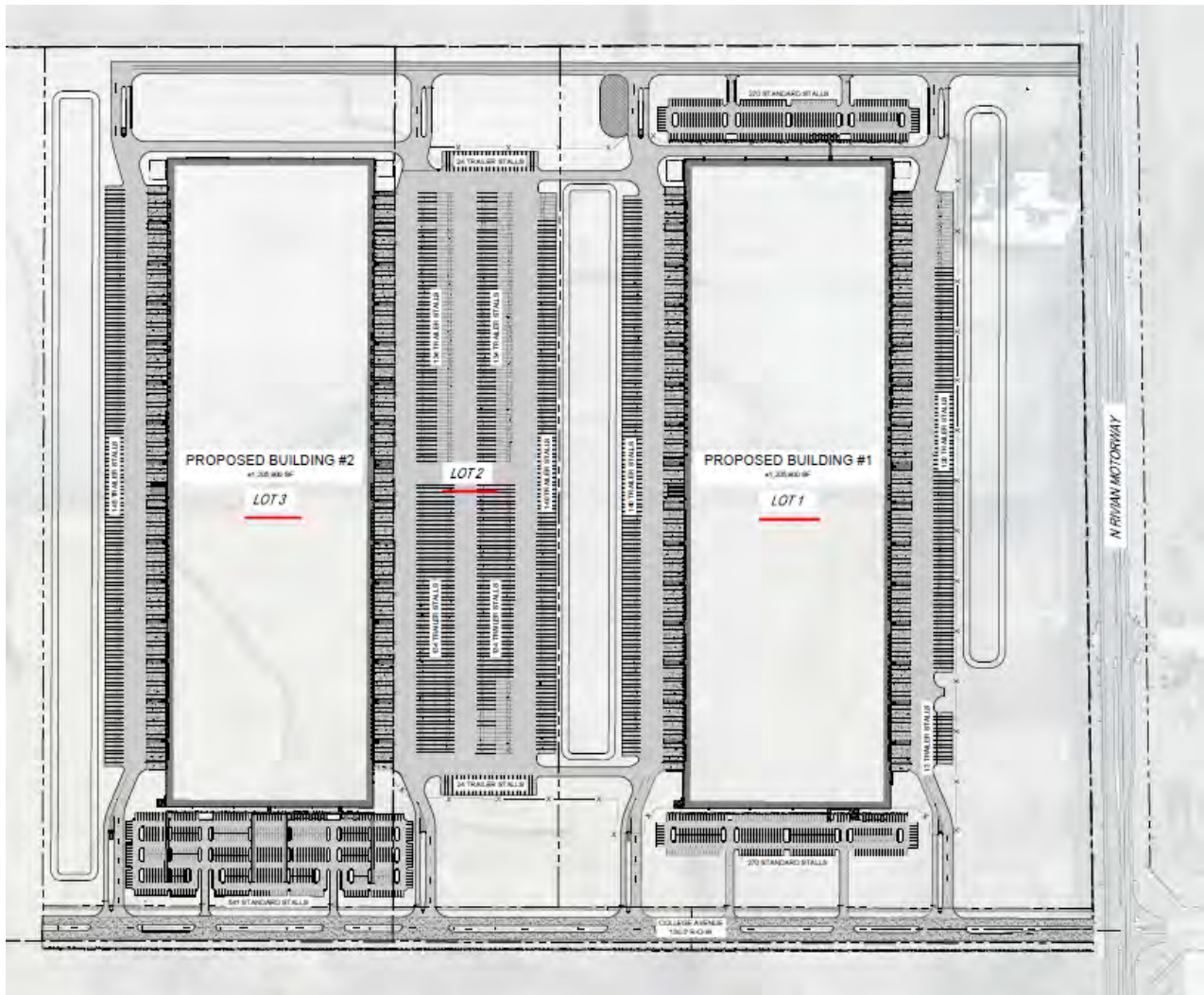
Approved preliminary subdivision plan showing two lots and two outlots

Lots 1 and 2 and Outlot 1 are zoned M-2 General Manufacturing, and Outlot 2 is zoned Agriculture.

Rivian is now ready to proceed with the development of the property encompassed within Lots 1 and 2. Their proposal is to build two logistics facilities, which are distribution hubs for various materials that may or may not require some assembly. For reference, there is a logistics facility on Kerrick Road, east of Main Street.

In order to build west of Rivian Motorway, West College Avenue would be extended west of Rivian Motorway to the furthest driveway into the development. The design of the intersection at Rivian Motorway and West College is currently under development and factors in this new development.

Each logistics facility would be located on its own lot, although for business reasons, Rivian plans to divide the land into three lots. The third lot would be located between the two buildings and would be dedicated to trailer storage. This lot configuration is shown on the next page. Because this is a minor change in the context of such a large development, there is no need to officially amend the preliminary plan to show three lots instead of two.



Proposed site plan for Lots 1, 2 and 3. The approved preliminary subdivision plan shows only two lots. In this proposal, Lot 2 would be for trailer stalls.

Ultimately, Rivian anticipates that the center lot (Lot 2) will be absorbed into Lot 1 or Lot 3. That would happen outside of the public process as a permitted “transfer of land between adjacent landowners.”

In order to move forward with development, two steps must be taken.

First, site plan approval is required for any development greater than 20 acres in size in M-2 zoning. All three of these lots exceed that size. The site plan process includes a public hearing at a Planning Commission meeting and final approval by the Town Council.

Second, any land to be developed must be converted to a “lot of record” through a final plat process. This approval occurs through the Town Council without any further Planning Commission process.

Site Plan for Lot 3

The proposed Site Plan for Lot 3 has four major components:

1. **Overall Layout.** The logistics facility is shown on Lot 3 with parking on the east, west, and south sides. College Avenue would be extended along the entire south property line. A large detention basin would be located west of the building and parking.
2. **Building.** The proposed logistics facility is approximately 1.2 million sq. ft. in size. As shown on the illustrations attached to the application, the new building would be just under 50 feet in height, which exceeds the code maximum of 45 feet. (Note that staff is proposing a zoning code update that would increase the height maximum in M-2 zoning to 80 feet.) The building would be made primarily of concrete panels in varying shades of gray. The main entrance at the southeast corner would have more architectural flair with dark concrete panels and Rivian signage. Close to 100 truck bays would be on the east and west elevations of the building. The Community Design Standards do not apply to building appearance in M-2 zoning.
VARIANCE: Building height in excess of 45 feet.
3. **Parking.** Per the zoning code, a manufacturing use requires 1 parking space per 600 sq. ft. of building. At 1.2 million sq. ft., a manufacturing facility would need 2,000 parking spaces. A building used for warehousing is required to have 1 space per 2,400 sq. ft. of building, which would require 500 spaces for a 1.2 million sq. ft. building. The proposed logistics facility is akin to warehousing with some amount of assembly. Thus, staff is applying the warehousing requirement. There are several areas of parking proposed with this site plan, as described below.
 - **North and south passenger vehicle lots.** The site plan shows 541 parking spaces for passenger vehicles on the south end of the building. These spaces would be for employees, contractor, visitors, and the like.
 - **Trailer stalls.** 145 stalls to park truck trailers are shown on the west side of the building. It is anticipated that Lot 3 will also have access to the trailer stall parking area to the east.
 - **Bicycle parking.** A bike rack would be provided near the main entrance on the south side of the building.
4. **Landscaping.** The overall site (Lot 3) would have 38% green space where the code minimum is 20%. The plan shows the number of plantings required by code. The passenger vehicle parking lots have been designed to comply with Community Design Standards as pertains to interior parking lot landscaping and screening from College Avenue. The trailer stall parking areas are exempt from the Community Design Standards.
5. **Lighting.** The outdoor lighting plan shows average light levels below the code maximum. All fixtures – pole lights and wall-mounted lights – are shown with a full cutoff design, which should minimize light pollution.
6. **Access.** Access to Lot 3 would take place from West College Avenue, with passenger vehicles having access points separated from the entering and exiting truck traffic. All access points to College Avenue are under review by Town staff.
7. **Sign package.** The site qualifies for approximately 3,150 sq. ft. of signage. Rivian is proposing 335 sq. ft. of “Rivian” signage, including one small monument sign and two wall-mounted signs, and various other wall signs to indicate building names, door numbers and the like. The total amount of sign square footage will not exceed the permitted maximum.

In order to facilitate safe and efficient vehicular, pedestrian, and bicycle traffic into, through, and out of the site, Rivian is also proposing to add several directional signs that will exceed the code maximum height of 6 feet and maximum size of 6 sq. ft. This was also the case on the main Rivian plant to the east, where the Town approved variances for similar wayfinding signs. The attached sign package includes examples of proposed signs, although there is not currently a plan for their locations.

VARIANCE: Height and size of directional signs.

8. **Stormwater Detention.** One long, linear detention area is shown on the west side of the building. The basin would be dry bottomed and would be planted with native grasses and flowers appropriate to the conditions (within the basin versus on the bank). Similar native plantings are proposed for the areas around the basin, all of which should improve the quality of the stormwater runoff and which should deter geese.

A representative from Rivian will be present during the public hearing to answer questions.

Adjacent Zoning

Property	Zoning District	Land Use
Subject Property	M-2 General Manufacturing	Agriculture
Adjacent North	County Agriculture	Agriculture
Adjacent East	M-2 General Manufacturing	Agriculture
Adjacent South	County Agriculture	Agriculture
Adjacent West	M-2 General Manufacturing	Agriculture

Staff Analysis

A site plan review is required when a property zoned M-2 is more than 20 acres in size. The development of Lot 3 encompasses approximately 62 acres. The site plan review standards, set forth in Sec. 15.8-5, are listed as follows along with the staff analysis:

- A. *The extent to which potential incompatibilities between the proposed development and surrounding existing development and zoning is minimized by such design features as placement of buildings, parking areas, access driveways and existing or proposed topography.***

The proposed development is a permitted use within M-2 zoning. The closest occupied structure would be the new logistics facility immediately to the east. The property adjacent to the west is slated for additional manufacturing in the future. The properties adjacent to the north and south are large agricultural fields. Within this context, the impact of the new development on nearby properties should be minimal.

- B. *The extent to which the proposal minimizes any adverse impact of the development upon adjoining land, including the hours of use and operation and the type and intensity of activities that may be conducted.***

To minimize the impact on the rural residents to the west (.6 miles away) and north (.3 miles away), the development features copious landscaping and restrained lighting. The intensity of the land use would be expected within M-2 zoning.

- C. *The extent to which adequately improved streets connected to the improved arterial street system are available or can be reasonably supplied to serve the uses proposed in the development.***

The new extension of West College has been designed to accommodate intense industrial activity, and a new intersection configuration at West College and Rivian Motorway is in design. All plans are under review by the Town's engineering staff.

- D. *The extent to which the proposed development is essential or especially appropriate in view of the available alternatives within the Town.***

The Town's largest manufacturing area is adjacent to or near Rivian Motorway, so the proposed development is appropriate in this location.

- E. *The extent to which the proposed development will favorably or adversely affect other persons or property and, if so, whether, because of circumstances peculiar to the location, the effect is likely to be greater than is ordinarily associated with the development of the type proposed.***

Because the site is in an area of Normal set aside for heavy manufacturing, there is no expected impact that would be atypical for the property.

Conformance to Existing Town Plans

This project aligns with the Comprehensive Plan in significant ways. First, by expanding the Rivian operation to include a logistics facility, additional jobs will be created. This supports the Comp Plan goal of Economic Vitality. Second, the electric vehicle industry supports the overall Health and Sustainability goals of the Comp Plan. Third, the development will be located in a place with access to a bus route (across the street at the main Rivian plant) and to the Constitution Trail (which is being extended along West College to Rivian Motorway).

Town Staff Recommendation

For these reasons, Town staff recommends the site plan be approved with two variances and one condition:

1. Building height in excess of 45 feet.
2. Directional signage that exceeds the code maximum height and size
3. Approval of access points and related improvements to the intersection at Rivian Motorway and West College conditioned on approval from the Town of Normal and the Illinois Department of Transportation

Town Council Action Report

October 21, 2024

Resolution Conditionally Approving a Final Plat for NN2 WH Subdivision (West of Rivian Motorway and North of West College Avenue Extended)

Prepared By: Mercy Davison, Town Planner

Reviewed By: Pamela S. Reece, City Manager

Jason Querciagrossa, Corporation Counsel

Ryan Otto, Director of Public Works

Staff Recommendation: Conditional Approval

Attachments: Proposed Resolution; Aerial Map; Proposed Final Plat

Community Impact

The process of subdividing land and recording final plats is a foundational component of the orderly growth and development of any community, as subdivisions and recorded final plats delineate property boundaries, public rights-of-way, utility corridors, and the like. In addition, the expansion of Rivian west of Rivian Motorway will contribute to economic vitality in Normal.

Budget Impact

N/A

Strategic Alignment



Background

The Council's previous two actions pertained to site plans for Rivian-related industrial developments west of Rivian Motorway. Presuming both site plans were approved, it would be appropriate to now approve a final plat for these lots because the land is currently un-subdivided.

The proposed NN2 WH Subdivision (final plat) encompasses approximately 381.7 acres west of Rivian Motorway and north of the future extension of West College Avenue. A preliminary subdivision plan for this land was approved in September 2024 (Res. No. 6293) and includes two large lots for development near Rivian Motorway and two large outlots, as shown below.



The development that Rivian proposes west of Rivian Motorway is slated to occur within Lots 1 and 2 on the preliminary subdivision. However, for internal reasons, Rivian's proposed final plat shows three lots. It is expected that in the future, the center lot – Lot 2 – would be incorporated into one of the other larger lots.

The proposed final plat includes the following features:

1. Lot 1 (97.72 +/- acres)
2. Lot 2 (29.34 acres)
3. Lot 3 (128.09 +/- acres)
4. Utility easements around the perimeter and cross access and drainage easements on Lots 1 through 3
5. Outlot 1 (128.09 +/- acres) – zoned M-2 for future industrial development
6. Outlot 2 (60.62 +/- acres) – zoned Agriculture
7. Right-of-way for the future extension of West College Avenue and expansion of the intersection at Rivian Motorway

As part of this development, West College Avenue would have to be built as shown, the intersection with Rivian Motorway would have to be improved. Both are under review with the Town of Normal Public Works Department and the Illinois Department of Transportation.

Public water is available on the west side of Rivian Motorway, but public sanitary sewer would need to be extended to the sites.

Discussion

Town staff has reviewed the proposed final plat and finds it to be in substantial compliance with all applicable subdivision and development codes. It is also in substantial conformance with the NN2 WH Preliminary Subdivision Plan notwithstanding the deviation to have three lots rather than two. Furthermore, approval of the Final Plat of the NN2 WH Subdivision would permit Rivian to expand its operations to the west as needed. The Comprehensive Plan supports industrial development in this area and the economic vitality such development would bring.

For these reasons, Town staff recommend the Town Council conditionally approve the Final Plat for the NN2 WH Subdivision as proposed. The attached approving resolution includes conditions such as the payment of fees and the posting of a bond for public improvements. There is also a condition requiring review and approval of the West College extension and Rivian Motorway intersection by the Town and IDOT.

Keywords: Final Plat; NN2 WH Subdivision; Rivian

PIN:

13-27-200-011

13-26-300-005

13-26-400-002

13-26-400-003

Prepared by:

Town of Normal
Legal Department
11 Uptown Circle
Normal, IL 61761
309/454-9507

Return to:

Town of Normal
Town Clerk
11 Uptown Circle, PO Box 589
Normal, IL 61761-0589

RESOLUTION NO. _____

RESOLUTION CONDITIONALLY APPROVING THE FINAL PLAT FOR NN2 WH SUBDIVISION (WEST OF RIVIAN MOTORWAY AND NORTH OF WEST COLLEGE AVENUE EXTENDED)

WHEREAS, The developer has submitted a final plat for the NN2 WH Subdivision, located on the west side of Rivian Motorway and north of West College Avenue extended.

WHEREAS, It is in the best interests of the health, safety, and welfare of the citizens of Normal to conditionally approve that final plat.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

SECTION 1. This resolution pertains to the plat on file in the office of the Town Clerk titled *NN2 WH Subdivision*, dated October 7, 2024.

SECTION 2. The plat identified in Section 1 is hereby approved subject to the following conditions:

- 2.1. Conditioned on the Town's and the Illinois Department of Transportation's approval of the College and Rivian Motorway intersection design;
- 2.2. Conditioned on the Illinois Department of Transportation's approval of site access points from Rivian Motorway;

- 2.3. The submission of all code-required certificates, including County Clerk's Certificate, Owner's Certificate, Drainage Certificate, and School District Certificate.
- 2.4. The submission of a bond and security in the form and manner required under Chapter 16 of the Town of Normal Municipal Code. The Corporation Counsel of the Town of Normal is authorized and directed to review the security to ensure conformance with all requirements of the Town Code.
- 2.5. Submission of the plat in digital format as required by Town Code.
- 2.6. Payment of all applicable fees, as determined by the Town Engineer.
- 2.7. Approval of the final plat by McLean County.

SECTION 3. That the Town Clerk is hereby authorized and directed to file a notice of the approval of this amended plat with the Recorder of Deeds for McLean County, Illinois.

ADOPTED on _____, 2024.

APPROVED:

President of the Board of Trustees
Town of Normal, Illinois

ATTEST:

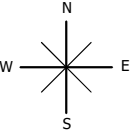
Approval of Conditions:

Town Clerk
(seal)

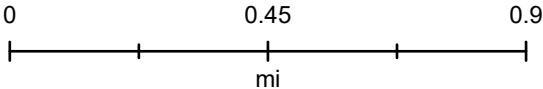
Town Engineer



Lot 3 Lots 1 and 2

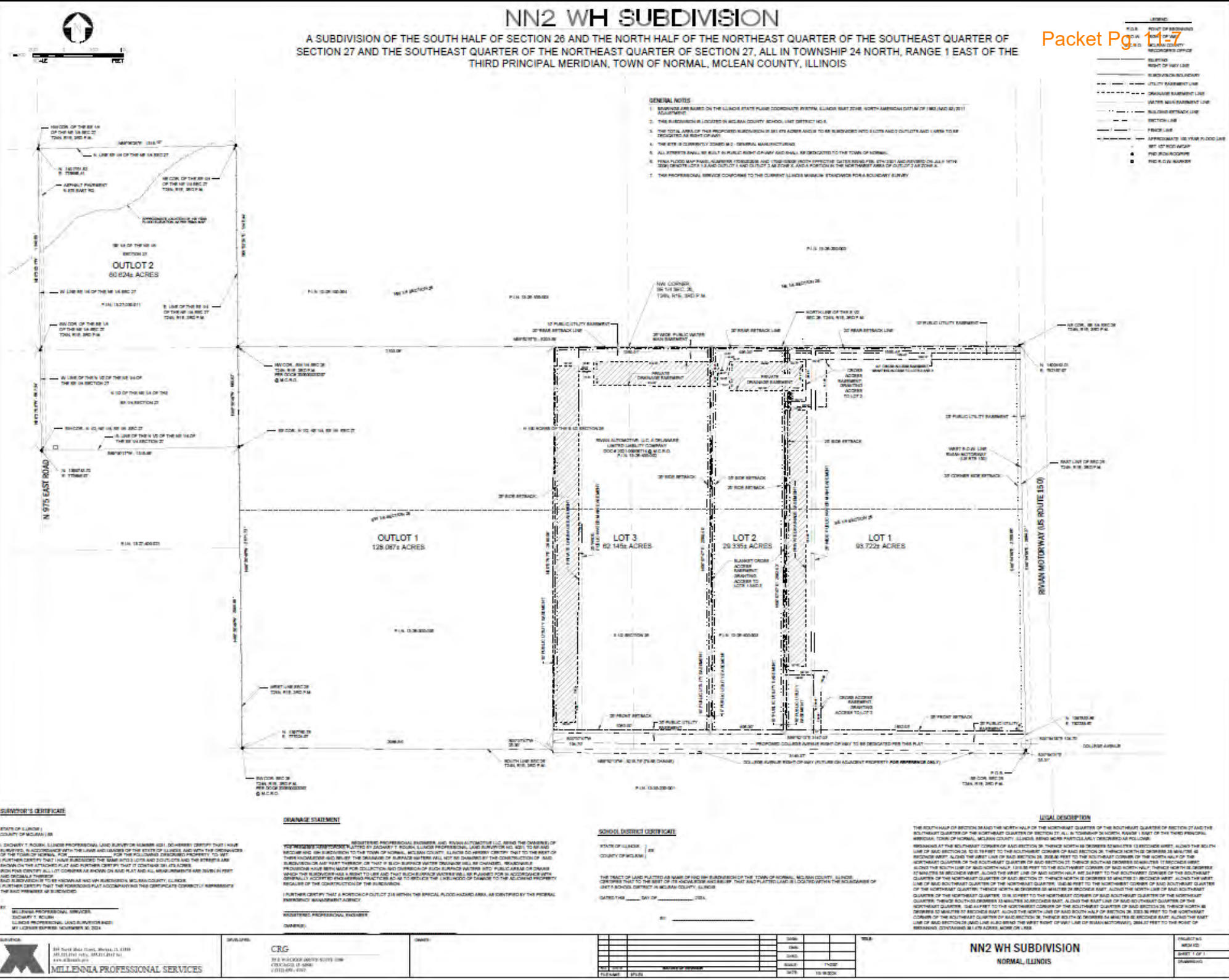


McGIS does not guarantee the accuracy of the information displayed. Only on-site verification or field surveys by a licensed professional land surveyor can provide such accuracy. Use for display and reference purposes only.



1 inch = 2,321 feet



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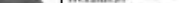
PROJECT: PROPOSED PROFESSIONAL SERVICES CLIENT: CRG PROJECT: 30 E WISCONSIN AVENUE SOUTH SIDE CHICAGO, IL 60606 PROJECT NO: 10000000000000000000 PROJECT DATE: 10/1/2024		DRAWING: PROPOSED PROFESSIONAL SERVICES DRAWING NO: 10000000000000000000 DRAWING DATE: 10/1/2024	
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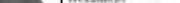
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Town Council Action Report

October 21, 2024

Ordinance Approving a Comprehensive Zoning Text Amendment

Prepared By: Mercy Davison, Town Planner
Reviewed By: Pamela S. Reece, City Manager
Jason Querciagrossa, Corporation Counsel
Greg Troemel, Director of Inspections
Ryan Otto, Director of Public Works

Staff Recommendation: Approval

Planning Commission Recommendation: Approval

Attachments: Proposed Ordinance; Proposed Comprehensive Zoning Code Amendment are available online ([Redline Version](#) and [Clean Version](#))*; Staff Report to the Planning Commission; Minutes of the October 10, 2024, Planning Commission meeting are included in the Addendum.

* Note that any formatting issues in the pdfs would be fixed in Municode online.

Community Impact

The proposed Comprehensive Zoning Text Amendment would enhance clarity, modernize terminology, and bring the code into better alignment with zoning code interpretation, zoning variances, and the direction of current Town policy.

Budget Impact

N/A

Strategic Alignment



Background

In recent years, various sections of the zoning code have been comprehensively updated, including the Sign Code, Community Design Standards, and Uptown Design Review Code. Entirely new sections have been added, including regulations pertaining to solar and wind energy facilities, to cannabis-related businesses and to the optional form-based code for Main Street. And major code amendments were approved for the One Normal Plaza PUD.

With the recent transition to the online municipal code platform (Municode) and in anticipation of a significant staff transition, Town staff in the past year has undertaken a close review of the entire zoning code with the purpose of enhancing clarity, modernizing terminology, and bringing the code into better alignment with zoning code interpretation, zoning variances, and the direction of current Town policy. The Town Council officially initiated the public process to update the zoning code at its September 3, 2024 meeting.

The proposed zoning text amendments include many important changes that are technical rather than substantive in nature:

1. Streamlining the types of land uses and modernizing terminology
2. Replacing text with tables where clarity would be enhanced
3. Adding illustrations to clarify terminology
4. Collating all definitions into one section

Although a more comprehensive study of this topic is warranted before more substantive changes could be made, key proposed amendments to encourage housing density include the following:

1. **Transitional height and setback requirements**, which are intended to soften the impact between more and less intense land uses, would be eliminated if properties are separated by a road three lanes or wider.
2. The current **multifamily residential density** calculation would be eliminated. In its place, any density would be permitted as long as the project meets all other code provisions, including required parking, setbacks, green space, and maximum height. This has been implemented successfully in the Parking Impact Zone for years, with no negative effects.
3. The **conversion of attic space** to residential space, thus creating a third floor, would be permitted in houses built before 1980 regardless of single-family zoning status (where code currently limits homes to 2 stories). This would be limited by compliance with the building code.
4. **Residential room additions** up to 320 sq ft would be permitted as long as they wouldn't extend more than 10 feet into the required rear yard setback.
5. **Rear yard setbacks** would be reduced in R-1A from 40 feet to 35 feet and in R-1B and R-2 from 35 feet to 30 feet.
6. The **height maximum in R-3A** would be increased from 2 stories to 3 stories, with the transitional height limitation remaining in place.

In addition, the proposed amendments would reduce parking burdens and would be more flexible for parking arrangements on single-family properties.

1. Within the parking code, **drive-through spaces** would count toward required parking spaces, and the **minimum number of spaces required for restaurants** would be reduced from 1 space per 75 sq. ft. to 1 space per 100 sq. ft.

2. Parking would no longer be prohibited within a residential **front-yard turn-around pad**.
3. **Parking pads** would be allowed adjacent to a 3-car driveway as well as a 2-car driveway.
4. **Bicycle parking** would need to meet the design standards of the Association of Pedestrian and Bicycle Professionals and would need to be installed near the building entrance.

And there are a few final, noteworthy amendments that don't fall into the categories above.

1. Staff removed **R-1AA and R-4** zoning districts because they have never been in use.
2. The **LEED certification** required when a development opts to use the **Main Street Form-Based Code** would be eliminated. Because the development can be occupied potentially years in advance of final LEED certification, there is no reasonable way to apply the standard.
3. The **fee in lieu** paid for trees that a developer prefers not to plant on site would be increased to reflect overall cost increases over the past 15 years.
4. Division 15.18, **Traditional Neighborhood District**, would be eliminated in its entirety. This code was adopted in 2002, has never been used, and is outdated.
5. The Special Use provisions would be clarified in regard to the design standards for **outdoor animal enclosures** at kennels, shelters, and veterinary clinics. The proposed new standards would establish a separation distance from R-1 and R-2 zoning, outdoor hours of operation, and screening requirements between these uses and R-1/R-2 zoning.
6. **Tobacco and vape shops** would be separated into a specific land use so that they would not be permitted as a type of retail within the One Normal Plaza PUD.

Because the review of the entire zoning code was such a significant undertaking, Town staff was not able to tackle two significant issues that warrant deeper research and analysis:

- how to increase housing densities while preserving quality design and quality of life
- how to reduce parking requirements in multifamily and commercial districts without creating unintended impacts on nearby properties

Amendments to these aspects of the code have larger policy implications and would, therefore, require additional Town Council direction and the assistance of an outside consultant.

Discussion

Per Sec. 15.12-2(C)(3)(a), in making its recommendation on zoning textual amendments, the Town shall be guided by those purposes for which this Code was adopted and shall endeavor to accomplish those standards and objectives for which this Code is designated and intended and shall not recommend the adoption of an amendment unless it finds that such is in the public interest.

Staff believe all proposed amendments to the zoning code meet the goals of simplifying and modernizing the code and/or better aligning with the Comprehensive Plan and the Town's recent policies about growth and development. These changes also benefit the public interest by making the code easier to understand and encourages more efficient use of land.

The review process conducted by Town staff was meticulous and thoughtful, and the resulting proposed zoning text amendment goes a long way to modernizing, simplifying, and updating the code in ways that mirror the current policy direction of the Town Council.

Because the code changes were not specific to any one property, there was not a typical notice process by which staff would alert specific property owners or place signs on specific properties. Rather, the only official notice was that which the Clerk's office published in the Normalite.

However, because the proposed code changes would, in the aggregate, have a real impact on the community, Town staff did proactively reach out to more than 150 individuals and entities that regularly receive information from the Inspections and Planning Departments. These recipients included developers, contractors, landlords, realtors, architects, engineers, the Building Board of Appeals, the trades, the assessor, regional planning, and the media.

The Planning Commission held a public hearing for the proposed zoning text amendment on October 10, 2024. No members of the public testified. The commissioners asked several clarifying questions and then, following its findings of fact, voted unanimously in favor of the zoning text amendment as proposed.

For these reasons, Town staff recommend the Town Council approve the zoning text amendment as proposed.

Keywords: Comprehensive Zoning Code Amendment; Zoning Text Amendment

ORDINANCE NO. _____

ORDINANCE APPROVING A COMPREHENSIVE ZONING TEXT AMENDMENT

- WHEREAS, The Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs.
- WHEREAS, Town Staff undertook a close review of Chapter 15 of the Municipal Code (the “Zoning Code”) to propose changes that would enhance clarity, modernize terminology, and bring the Zoning Code into better alignment with recent interpretation, variances, and the direction of Town policy.
- WHEREAS, Town Staff have proposed a comprehensive Zoning Code amendment which is contained in the document titled *Proposed Amended Chapter 15 – Zoning Code, Clean Version* (the “Zoning Code Amendment”) and is linked in the Council Action Report titled *Ordinance Approving a Comprehensive Zoning Text Amendment* and dated October 21, 2024.
- WHEREAS, On October 10, 2024, after notice and hearing as required by law, the Planning Commission recommended approval of the Zoning Code Amendment.
- WHEREAS, It is in the best interests of the health, safety, and welfare of the citizens of Normal to comprehensively amend Chapter 15 of the Municipal Code.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

- SECTION 1. Chapter 15 of the Municipal Code Town of Normal, Illinois, 1969 is amended by replacing the entirety of Chapter 15 with the Zoning Code Amendment.
- SECTION 2. The report and recommendation of the Planning Commission is received, approved, and placed on file.
- SECTION 3. The Town Clerk is directed and authorized to publish this ordinance in pamphlet form as provided by law.
- SECTION 4. This ordinance will become effective 10 days after the date of its publication.

SECTION 5. This ordinance is adopted under the Home Rule Authority, granted the Town of Normal by Article 7, Section 6, of the Illinois Constitution, 1970. The provisions of this ordinance are severable.

APPROVED:

President of the Board of Trustees
Town of Normal, Illinois

ATTEST:

Town Clerk

(seal)

This ordinance was voted upon and passed by the President and Board of Trustees of the Town of Normal on _____, 2024, with _____ voting aye; _____ abstaining; _____ voting nay; and _____ absent.

	AYE	NAY	OTHER		AYE	NAY	OTHER
Councilman McCarthy				Councilwoman Smith			
Councilman Preston				Councilman Byars			
Councilwoman Lorenz				Mayor Koos			
Councilwoman Harris							

This ordinance was approved by the President on _____, 2024.

This ordinance was published in pamphlet form on _____, 2024.

Comprehensive Zoning Text Amendment

Case #: 24-10-17-PC
Applicant: Town of Normal
Location: N/A
Date: October 10, 2024

Summary: Proposed Comprehensive Zoning Text Amendment to enhance clarity, modernize terminology, and bring the code into better alignment with zoning code interpretation, zoning variances, and the direction of current Town policy.

Staff Recommendation: Approval

Background

In recent years, various sections of the zoning code have been comprehensively updated, including the following:

- Division 7 (Off-Street Parking and Loading Regulations)
 - Reduced the number of required parking spaces within the Parking Impact Zone (near campus)
 - Reduced the size of parking spaces
 - Reduced parking minimums for churches
 - Established RV and trailer parking standards for residential areas
- Division 13 (Sign Regulations)
 - Completely overhauled in 2002
 - Expanded permission for menu board signs at drive-throughs
 - Established new temporary sign regulations
- Division 14 (Community Design Standards)
 - Updated from a subjective “appearance review” process to a metrics-based system
 - Increased landscaping requirements
 - Strengthened outdoor lighting design standards
 - Established baseline building design standards
 - Introduced required bicycle parking

In addition, entirely new sections have been adopted, including regulations pertaining to solar and wind energy facilities, to cannabis-related businesses, to design standards in Uptown Normal, and to the optional form-based code for Main Street. Major code amendments were also approved for the One Normal Plaza PUD.

With the recent transition to the online municipal code platform (Municode) and in anticipation of a significant staff transition, Town staff in recent months has undertaken a close review of the entire zoning code with the purpose of enhancing clarity, modernizing terminology, and bringing the code into better alignment with zoning code interpretation, zoning variances, and the direction of current Town policy. The Town Council initiated the formal process to update the Zoning Code on September 3, 2024.

Proposed Zoning Text Amendments

Because the proposed changes are so extensive, staff has prepared a list of the main changes proposed within each Division of the zoning code below. The entire zoning code revision can be viewed [here](#) with redline indicating all changes and [here](#) as a clean copy. Note that there are some formatting issues within these documents that are still being resolved, and there may be cross-referencing issues yet to be rectified.

Divisions 1 (Title) and 2 (Purpose and Intent)

No significant changes.

Division 3 (Rules and Definitions)

The current code has definitions scattered throughout the 20 Divisions. The proposed amendment folds all definitions into Division 3 and includes updated terminology.

Division 4 (General Provisions)

Sec. 15.4-4(C) Accessory Buildings and Uses:

1. An accessory structure in residential zoning (often a detached garage) would be permitted up to 16 feet in height to the top of the roof structure rather than the current 14 feet.
2. Starting in this Division, all references to R-1AA and R-4 have been eliminated from the code. R-1AA is a district set aside for very large lot, single family development. There is no such zoning currently in Normal. R-4 is a district for mobile homes, but all existing mobile home courts in Normal currently operate as a Special Use within B-1 General Business zoning.

Sec. 15.4-4(D) Home Occupations as an Accessory Use:

1. The proposed code amendment would eliminate the percentage of a home that could be used for the home occupation, as the house must still serve primarily as a residence. Remaining code sections would continue to restrict home occupations by, for example, not allowing outside employees and permitting only regular mail service and deliveries.
2. The current exemption for piano and dance teachers would be eliminated.

Sec. 15.4-5 Lots and Yards

In order to promote greater residential density and flexibility in housing design, the following amendments are proposed:

1. The code currently has transitional height and setback restrictions to soften the impact between more and less intense land uses. These restrictions apply when properties are contiguous or across the street or alley and can apply between commercial and residential districts or between multifamily and single-family properties. The proposed amendment eliminates these types of transitional restrictions when the properties are separated by a street at least three lanes or 30 feet wide.
2. Transitional restrictions would be eliminated between commercial or institutional zoning districts and R-3B zoning, which is the most intense multifamily zoning.

Provisions pertaining to permitted obstructions and fence heights would be consolidated into a table for ease of understanding.

Division 5 (Zoning Districts)

No changes.

Division 6 (Principal Uses and District Standards)

Throughout this Division, all permitted land uses and special land uses would be placed into tables for ease of understanding. The list of land uses would also be streamlined from the current 300+ uses to 175 uses in order to eliminate duplicative and outdated terminology. Updated illustrations would also help readers understand definitions pertaining to setbacks, yards, and the like. (See attached.)

In the R-1 and R-2 districts, the amended code would permit a residence to have a room addition no larger than 320 square feet in size that extends no more than 10 feet into the required rear yard setback.

Rear yard setbacks would be reduced in R-1A from 40 feet to 35 feet and in R-1B and R-2 from 35 feet to 30 feet.

For houses built before 1980, the amended code would permit the conversion of attic space into livable space as long as it met the building code. This is currently not permitted because it would convert a two-story house (which is the code maximum height) into a three-story home.

In R-3A districts outside the Parking Impact Zone (which is the area closest to the ISU campus), the maximum number of units that can be built is currently determined by taking the property size and dividing it by 2,400 sq. ft. To provide more flexibility, this calculation would be eliminated, and the maximum number of units would be controlled by the development meeting the required building setbacks, building height, minimum green space, and minimum parking. This strategy has been employed within the Parking Impact Zone for years with no issues.

In R-3A zoning, the maximum height would be increased from two stories to three stories or 40 feet. Note that the transitional height limitation of two stories would still be in play between R-3A and R-1 or R-2 properties.

Tobacco and vape shops would be separated out as a specific type of retail use and would not be permitted within the One Normal Plaza PUD.

In M-1 zoning, site plan review would be required for sites within 500 feet of any type of R zoning rather than the current requirement only applying to R-1 zoning. In M-2 General Manufacturing zoning, site plan review is currently not required within any particular distance of R zoning, so the same provision from M-1 would apply.

In M-2 zoning, the maximum height would be increased from 45 feet to 80 feet.

Along the “Main Street Corridor,” developers currently have the option to use the Main Street Form-Based Overlay District development guidelines as opposed to the conventional code. For the sake of illustration, the Form-Based Code was used to design the mixed-use “Flats” buildings across from ISU on Main Street. They feature commercial uses on the first floor, very small front-yard setbacks, and parking in the rear. If a developer opts to use the Form-Based Code, they must obtain LEED certification for the project. LEED (Leadership in Energy and Environmental Design) is a third-party certification system that promotes various kinds of sustainable design features. It is impractical to enforce this certification, as it can take up to two years after the building is occupied to finalize the certification documentation. For this reason, staff recommends eliminating this requirement.

Division 7 (Off-Street Parking and Loading Regulations)

Parking pads are essentially a parking space added onto an existing residential driveway. Current code allows parking pads to be installed adjacent to one-car and two-car driveways as long as certain setback and location restrictions are met. The current code amendment proposes to allow them adjacent to three-car driveways as well with the same setback and location restrictions.

Parking would no longer be prohibited within a front-yard turn-around pad in a residential yard.

Gravel areas are generally prohibited in Normal with an exception for M-1 and M-3 districts, where gravel may be utilized in a limited fashion. The proposed amendment clarifies that these areas can be used for the storage of landscaping materials (mulch, rock), the storage of manufacturing or construction materials, and the seasonal parking of trailers, RVs, and boats.

The proposed amended code would allow vehicular spaces within drive-through lanes to count toward the required minimum parking.

Restaurants would only need to provide a minimum of 1 parking space per 100 sq. ft. of building rather than the current requirement of 1 per 75 sq. ft.

Division 8 (Site Plan Review)

For all types of submittals to the Town Clerk, including Site Plans, the number of paper copies would be radically reduced. This has been staff practice for many years.

Division 9 (Planned Unit Development Regulations)

No significant changes.

Division 10 (Special Use Regulations)

Standards were added for animal boarding/kennel/hospital/shelter uses with outdoor animal enclosures. Standards include the following:

1. Outdoor animal enclosures may only be in the side or rear yard.
2. A 6-foot privacy fence must be installed along the property line adjacent to the yard where the outdoor animal enclosures are located.
3. There must be at least 500 feet of separation between the outdoor enclosure and the nearest R-1 or R-2 property line unless there is a building between the enclosure and such residential zoning, in which case the minimum separation would be 250 feet.

Division 11 (Special Provisions)

No changes.

Division 12 (Administration and Enforcement)

No significant changes.

Division 13 (Sign Regulations)

Significant rearranging of Sec. 15.13-10 should make the Specific Sign Requirements much more understandable.

As proposed, an R-3 property could have a maximum of 40 sq. ft. of signage per street frontage, including a maximum of one monument sign per frontage.

Division 14 (Community Design Standards)

In cases where the code requires a payment in lieu of planting a tree, the amendment proposes to increase the cost from \$500 to \$750 per shade tree and from \$300 to \$350 for evergreen or ornamental trees.

Required plantings around a detention basin would be in addition to the baseline number of plantings on the site.

Outdoor lighting for parking lots containing for-sale vehicles could be up to an average of 25 footcandles rather than the current 10 footcandles.

Bicycle parking facilities would need to meet the design standards of the Association of Pedestrian and Bicycle Professionals and would need to be located near the building entrance.

Division 15 (Telecommunication Antenna Regulations)

No significant changes.

Division 15.1 (Solar Energy Code)

No significant changes.

Division 15.2 (Wind Energy Code)

No significant changes.

Division 16 (Historic Preservation)

A change is proposed to clarify how changes to non-contributing structures should be evaluated. It also clarifies that non-contributing properties must meet the same standards as contributing properties when installing a new fence.

Division 17 (Design Review in B-2 Central Business District)

No significant changes.

Division 18 (Traditional Neighborhood District General Provisions)

Staff proposes to remove this Division due to its obsolescence. When it was adopted, “traditional neighborhood design” was a progressive planning strategy to promote neighborhoods with traditional elements such as front porches and garages accessed off alleys. Division 18 is so prescriptive as to be unusable at this point.

Division 20 (Adult-Use Cannabis Facilities)

No significant changes.

Non-Zoning Code Changes

There are also sections of the code outside the Zoning Code that will be amended as part of this overall process. Although these sections do not require Planning Commission review, a brief summary follows.

1. Sec. 8.1-9 (Obstruction of or Merchandise on Public Right-of-Way) – permits properties in the B-2 (Uptown) district to temporarily place items in the ROW with restrictions.
2. Sec. 10.4 (Zoning Board of Appeals) – adds a length of service term on the board.
3. Sec. 10.14 (Historic Preservation Commission) – moved from the zoning code

Town staff will be available during the public hearing to answer questions.

Staff Analysis

Per Sec. 15.12-2(C)(3)(a), in making its recommendation, on zoning textual amendments, the Planning Commission shall be guided by those purposes for which this Code was adopted and shall endeavor to accomplish those standards and objectives for which this Code is designated and intended and shall not recommend the adoption of an amendment unless it finds that such is in the public interest.

Staff believes all proposed changes meet the goals of simplifying and modernizing the code and/or better aligning with the Town's recent policies about growth and development.

And although these proposed amendments are extensive, staff acknowledges that there are specific aspects of the zoning code that require even more review and updating. Specifically, Town staff anticipates evaluating additional ways in which residential densities could be increased while maintaining quality in design and desirable neighborhood outcomes and evaluating minimum parking requirements throughout all zoning districts.

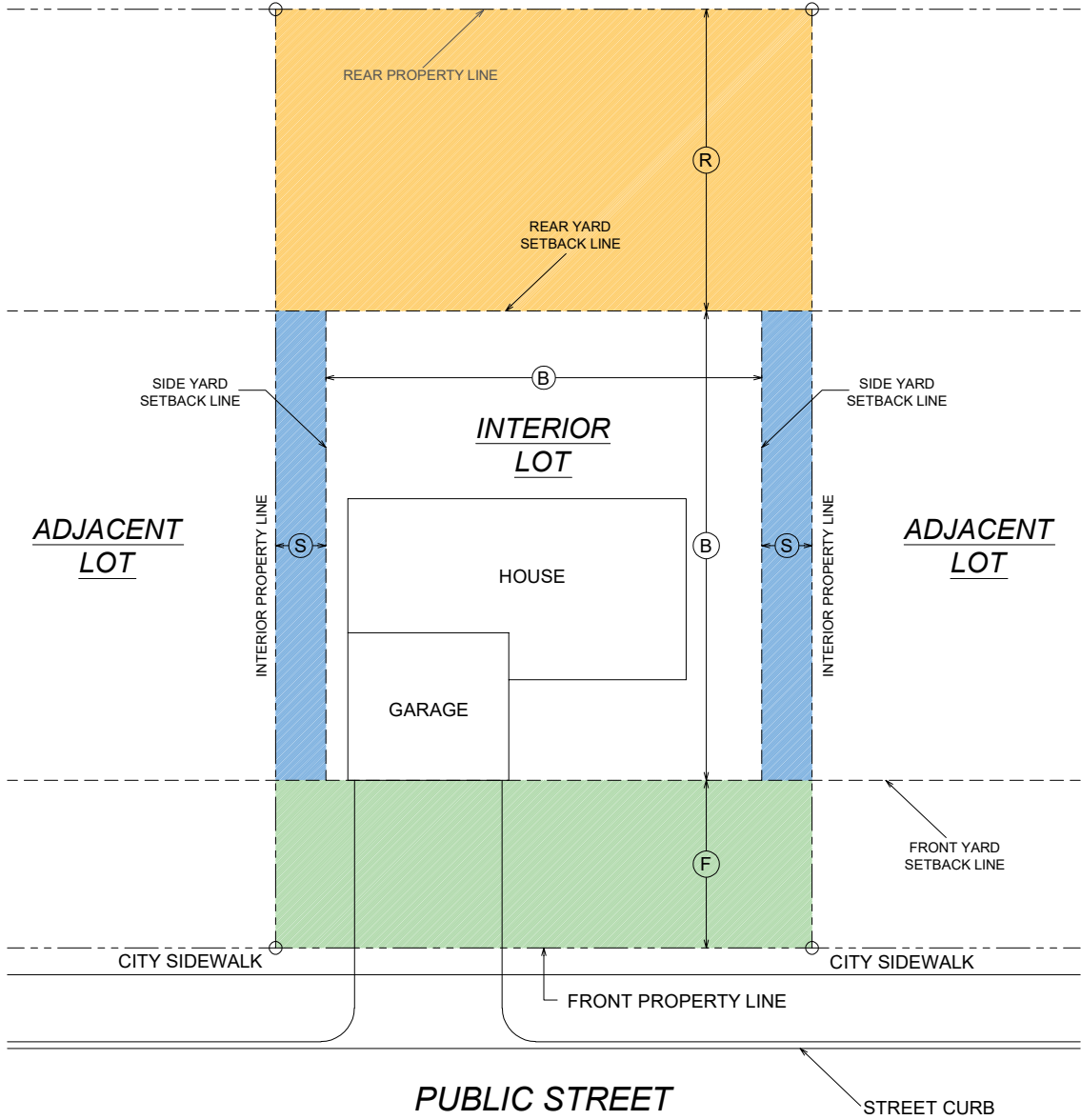
Conformance to Existing Town Plans

The proposed amendments support the Town's policies on smart growth and development and advance the major goals of the Comprehensive Plan as they pertain to housing, economic vitality, sustainability, infrastructure, Town-Gown relationships, and community identity. Better development should also result in a higher quality of life.

Town Staff Recommendation

For these reasons, Town staff recommends the zoning code be amended as proposed.

SETBACK & YARD ILLUSTRATIONS
INTERIOR LOT



- (F) FRONT YARD
- (R) REAR YARD
- (S) SIDE YARD
- (B) BUILDABLE AREA

Town Council Action Report

October 21, 2024

Ordinance Approving Amendments to Chapter 8 (Public Ways) and Chapter 10 (Boards and Commissions)

Prepared By: Mercy Davison, Town Planner

Reviewed By: Pamela S. Reece, City Manager

Jason Querciagrossa, Corporation Counsel

Staff Recommendation: Approval

Attachments: Proposed Ordinance

Community Impact

The proposed code amendments provide clarification and incorporate provisions that were previously located in the Zoning Code.

Budget Impact

N/A

Strategic Alignment



Background

During the review of the Zoning Code, staff determined that several related changes would be required in Chapters 8 and 10 of the Municipal Code.

Chapter 8 – Public Ways

Currently, the Zoning Code has a provision within the Uptown Design Review Standards pertaining to the ability of business owners to temporarily place items on the sidewalk. Because this pertains to the public right-of-way, the provision should be moved into Chapter 8 - Public Ways. The proposed relocated text and new section follow:

Sec. 8.1-9(G) Streetscape Provisions. Notwithstanding the foregoing, business owners in the B-2 District may temporarily place items on the sidewalk in the public right-of-way, directly next to the building under the condition that such items may not unreasonably interfere with the flow of pedestrian traffic, may not obstruct the entryway, and must be stable and not prone to toppling or blowing away.

Chapter 10 – Boards and Commissions

Currently, the portion of Chapter 10 pertaining to the Zoning Board of Appeals does not clearly state the length of the members' terms, although they have long been interpreted to have 4-year terms to align with that of the Planning Commission members. Thus, staff proposes to add the following:

Sec. 10.4-4 Terms. Members shall be appointed for a period of 4 years, with terms of two members expiring April 1 of each year, except for the year in which only one member's term expires. Vacancies shall be filled by appointment for unexpired terms and shall be made in the same manner as original appointments. All members of the board shall serve without compensation. All members of the board holding office at the time of the adoption of this ordinance shall continue to hold office until the expiration of their present respective terms.

Staff also proposes to relocate the provisions relating to the Historic Preservation Commission from the zoning code to a new **Sec. 10.14**. This would be consistent with the manner in which other commissions are addressed in the municipal code. Staff also proposes adding a clarification about the functioning of the Executive Committee, which consists of the Chairperson, Vice Chairperson, and Staff liaison. This provision includes staff responsibilities pertaining to management of the commission's business.

Amendments to these chapters do not require a public hearing through the Planning Commission.

Discussion

The proposed amendments clarify and rearrange and do not substantively alter the meaning of the code or historic staff practice. For these reasons, Town staff recommend the Town Council approve the code amendments as proposed.

Keywords: Code Amendments; Chapter 8 Public Ways; Streetscape Provisions; Chapter 10 Boards and Commissions; Zoning Board of Appeals; Historic Preservation Commission

ORDINANCE NO. _____

ORDINANCE APPROVING AMENDMENTS TO CHAPTER 8 (PUBLIC WAYS) AND CHAPTER 10
(BOARDS AND COMMISSIONS)

WHEREAS, The Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs.

WHEREAS, As a result of the Town's Zoning Code update, Chapters 8 and 10 of the Municipal Code require minor changes.

WHEREAS, It is in the best interests of the health, safety, and welfare of the citizens of Normal to amend Chapters 8 and 10 of the Municipal Code.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

SECTION 1. Chapter 8 of the Municipal Code Town of Normal, Illinois, 1969 is amended by adding a new Section 8.1-9(G) as follows:

G. Streetscape Provisions. Notwithstanding the foregoing, business owners in the B-2 District may temporarily place items on the sidewalk in the public right-of-way, directly next to the building under the condition that such items may not unreasonably interfere with the flow of pedestrian traffic, may not obstruct the entryway, and must be stable and not prone to toppling or blowing away.

SECTION 2. Chapter 10 of the Municipal Code Town of Normal, Illinois, 1969 is amended by adding a new Section 10.4-4 as follows:

10.4-4 Terms

Members shall be appointed for a period of 4 years, with terms of two members expiring April 1 of each year, except for the year in which only one member's term expires. Vacancies shall be filled by appointment for unexpired terms and shall be made in the same manner as original appointments. All members of the board shall serve without compensation. All members of the board holding office at the time of the adoption of this ordinance shall continue to hold office until the expiration of their present respective terms.

SECTION 3. Chapter 10 of the Municipal Code Town of Normal, Illinois, 1969 is amended by adding a new Section 10.14 as follows:

DIVISION 10.14 – HISTORIC PRESERVATION**10.14-1 COMPOSITION**

The Normal Historic Preservation Commission shall consist of seven members, residents of the Town, all of whom shall be appointed by the President and approved by the Board of Trustees. The President shall make every reasonable effort to try to appoint persons with a demonstrated interest in the history or architecture of the Town, and the Preservation Commission should, if possible, be made up of one of each of the following: an Illinois-registered architect, an attorney, a person experienced in real estate, a person experienced in building construction, and a person experienced in historic preservation.

10.14-2 TERMS

The term of office of the members of the Preservation Commission shall be for four years, excepting that the membership of the first Preservation Commission appointed shall serve respectively for terms of: one for one year; two for two years; two for three years; and two for four years. A member may serve more than two consecutive terms. Vacancies shall be filled for the unexpired term only. Members may be recalled for cause as provided by sec. 10.6-1 through sec. 10.6-3, of the Municipal Code of the Town of Normal, Illinois, 1969.

10.14-3 OFFICERS

Officers of the Preservation Commission shall consist of a Chairperson and a Vice-Chairperson who shall each serve a term of one year and shall be eligible for re-election. The Chairperson shall preside over meetings. In the absence of the Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson. If both the Chairperson and the Vice-Chairperson are absent, those present shall elect a temporary Chairperson. The Executive Committee referred to in division 15.16 shall consist of the Chairperson, Vice-Chairperson, and Staff Liaison; the Staff Liaison will hold no voting authority.

10.14-4 MEETINGS

A quorum shall consist of a majority of the members. Except otherwise provided, all decisions or actions of the Preservation Commission shall be made by a majority vote of those members present and voting at any meeting where a quorum exists. Meetings shall be held monthly at regularly scheduled times to be established by resolution of the Preservation Commission at the beginning of each calendar year or at any time upon the call of the Chairperson. Meetings of the Commission may be cancelled, postponed or rescheduled by the Chairperson. No member of the Preservation Commission shall vote on any matter that may materially or apparently affect the property, income, or business interest of that member. No action shall be taken by the Preservation Commission that could in any manner deprive or restrict the owner of a property in its use, modification, maintenance, disposition, or demolition until such owner

shall first have had the opportunity to be heard at public meeting of the Preservation Commission, as provided herein. The Chairperson, and in his absence the acting Chairperson, may administer oaths and compel the attendance of witnesses. All meetings of the Preservation Commission shall be open to the public. The Preservation Commission shall keep minutes of its proceedings, showing the vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be immediately filed in the office of the Zoning Code Administrator and shall be public records.

10.14-5 POWERS AND DUTIES

The Preservation Commission shall have the following powers and duties:

- A. To adopt its own procedural regulations;
- B. To conduct an ongoing survey to identify historically and architecturally significant properties, structures, and areas that exemplify the cultural, social, economic, political, or architectural history of the United States of America, the State of Illinois, or the Town;
- C. To investigate and recommend to the Planning Commission and to the President and Board of Trustees the adoption of ordinances designating properties or structures having special historic, community, or architectural value as “landmarks”;
- D. To investigate and recommend to the Planning Commission and to the President and Board of Trustees the adoption of ordinances designating areas as having special historic, community, or architectural value as “historic districts”;
- E. To keep a register of all properties and structures that have been designated as landmarks or historic districts, including all information required for each designation;
- F. To determine an appropriate system of markers and make recommendations for the design and implementation of specific markings of the streets and routes leading from one landmark or historic district to another;
- G. To advise and assist owners of landmarks and property or structures within historic districts on physical and financial aspects of preservation, renovation, rehabilitation, and reuse, and on procedures for inclusion on the National Register of Historic Places;
- H. To nominate landmarks and historic districts to the National Register of Historic Places, and to review and comment on any National Register

nominations submitted to the Preservation Commission upon request of the President or Board of Trustees;

- I. To inform and educate the citizens of the Town concerning the historic and architectural heritage of the Town by publishing appropriate maps, newsletter, brochures, and pamphlets, and by holding programs and seminars; and to develop and/or encourage the development of an organization for persons with an interest in historic preservation to allow for the sharing of information and building material;
- J. To hold public hearings and to review applications for construction, alteration, removal, or demolition affecting proposed or designated landmarks or structures within historic districts and issue or deny Certificates of Appropriateness for such actions. Applicants may be required to submit plans, drawings, elevations, specifications, and other information as may be necessary to make decisions;
- K. To consider applications for Certificates of Economic Hardship that would allow the performance of work for which a Certificate of Appropriateness has been denied;
- L. To develop specific design guidelines for the alteration, construction, or removal of landmarks or property and structures within historic districts;
- M. To review proposed zoning amendments, applications for special use permits, applications for zoning variances, site plans and planned unit development amendments and subdivisions, that affect proposed or designated landmarks and historic districts. The Town Clerk shall send applications to the Preservation Commission for comment prior to the date of the hearing by the Planning Commission or the Zoning Board of Appeals;
- N. To monitor the administration of any property or full or partial interest in real property, including easements, that the Town may have or accept as a gift or otherwise, upon authorization and approval by the Town Council;
- O. To accept and monitor through the Office of the Director of Finance on behalf of the Town the administration of such gifts, grants, and money as may be appropriate for the purposes of sec. 15.6-13(A) of this Code. Such money may be expended for publishing maps and brochures or for hiring staff persons or consultants or performing other appropriate functions for the purpose of carrying out the duties and powers of the Preservation Commission and the purposes of sec. 15.6-13(A) of this Code;

- P. To request from the City Manager that Town staff members as well as other experts be made available for technical advice;
- Q. To retain such specialists or consultants with the permission of the Town Council or to appoint such citizen advisory committees as may be required from time to time;
- R. To testify before all boards and commissions, including the Planning Commission and the Zoning Board of Appeals, on any matter affecting historically and architecturally significant property, structures, and areas;
- S. To confer recognition upon the owners of landmarks or property or structures within historic districts by means of certificates, plaques, or markers;
- T. To develop a preservation component in the Official Comprehensive Plan and to recommend it to the Planning Commission and to the President and Board of Trustees;
- U. To periodically review the Town of Normal Zoning Code and to recommend to the Planning Commission and the President and Board of Trustees any amendments appropriate for the protection and continued use of landmarks or property and structures within historic districts; and
- V. To undertake any other action or activity necessary or appropriate to the implementation of its powers and duties or to implementation of the purpose of this Code.

10.14-5 SURVEYS AND RESEARCH

The Preservation Commission shall, with Council approval and when appropriate, undertake surveys and research efforts in the Town to identify neighborhoods, areas, sites, structures, and objects that have historic, community, architectural, or aesthetic importance, interest, or value. As part of the survey, the Preservation Commission shall review and evaluate any prior surveys and studies by any unit of government or private organizations and compile appropriate descriptions, facts, and photographs. The Preservation Commission shall systematically identify potential landmarks and adopt procedures to nominate them in groups based upon the following criteria:

- A. The potential landmarks in one identifiable neighborhood or distinct geographical area of the Town;
- B. The potential landmarks associated with a particular person, event, or historical period;

- C. The potential landmarks of a particular architectural style or school, or of a particular architect, engineer, builder, designer, or craftsman;
- D. Such other criteria as may be adopted by the Preservation Commission to assure systematic survey and nomination of all potential landmarks within the Town.

SECTION 4. The Town Clerk is directed and authorized to publish this ordinance in pamphlet form as provided by law.

SECTION 5. This ordinance will become effective 10 days after the date of its publication.

SECTION 6. This ordinance is adopted under the Home Rule Authority, granted the Town of Normal by Article 7, Section 6, of the Illinois Constitution, 1970. The provisions of this ordinance are severable.

APPROVED:

President of the Board of Trustees
Town of Normal, Illinois

ATTEST:

Town Clerk
(seal)

This ordinance was voted upon and passed by the President and Board of Trustees of the Town of Normal on _____, 2024, with _____ voting aye; _____ abstaining; _____ voting nay; and _____ absent.

	AYE	NAY	OTHER		AYE	NAY	OTHER
Councilman McCarthy				Councilwoman Smith			
Councilman Preston				Councilman Byars			
Councilwoman Lorenz				Mayor Koos			
Councilwoman Harris							

This ordinance was approved by the President on _____, 2024.

This ordinance was published in pamphlet form on _____, 2024.

Town Council Action Report

October 21, 2024

Resolution Approving an Amended Annexation Agreement for the Trails on Sunset Lake Subdivision (East of Airport Road and South of Shepard Road)

Prepared By: Mercy Davison, Town Planner

Reviewed By: Pamela S. Reece, City Manager
Jason Querciagrossa, Corporation Counsel
Greg Troemel, Director of Inspections
Ryan Otto, Director of Public Works

Staff Recommendation: Approval

Planning Commission Recommendation (Rezone): Approval

Attachments: Proposed Resolution; Aerial and Zoning Maps; Original Layout Plan – 2007; Current Plan; Proposed Amended Annexation Agreement; Staff Report to the Planning Commission; Minutes of the September 5, 2024, and October 10, 2024, Planning Commission meeting are included in the Addendum.

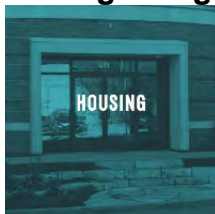
Community Impact

If approved, the amended annexation agreement would permit appropriate, higher-density housing on an infill site along with the construction of a sidewalk adjacent to an important north-south roadway. It would also encourage development to move more quickly in this long-developing subdivision in northeast Normal.

Budget Impact

N/A

Strategic Alignment



Background

The Trails on Sunset Lake Subdivision is an 83 +/- acre development located east of Airport Road and south of Shepard Road. The Town approved an annexation agreement for the Trails on Sunset Lake in March 2007 (Res. No. 4006) along with a preliminary subdivision plan in May 2007 (Res. No. 4039). As shown on the attachment entitled "Original Layout Plan – 2007," the original Trails on Sunset Lake annexation agreement included 120 large lots zoned R-1A Single Family Residential, two areas of R-2 Mixed Density Residential development without a specific lot layout plan, a large detention basin adjacent to the R-1A area, and a 6.53 +/- acre area in the northwest corner with a zoning option of B-1 General Business, R-2 Mixed Residence, R-1B Single Family, or some combination of zoning thereof.

The plan for the Trails has been amended several times over the years. The most recently approved plan – attached as the "Current Plan" – shows R-1B zoning with detached, single-family residential lots in the northwest corner and R-2 zoning with detached, single-family residences on a cul de sac in the northeast corner.

At this time, the developer is requesting changes that only pertain to the areas in the northwest and northeast portions of the subdivision, described as follows:

Northwest area

1. Rezone approximately 7.7 acres of undeveloped R-1B land to R-2 Mixed Residential.
2. Amend the preliminary subdivision plan to convert the existing 32 single-family detached residential lots to 42 attached single-family residences (or in other words, 21 zero lot line duplexes). Six lots would remain as single-family detached units.

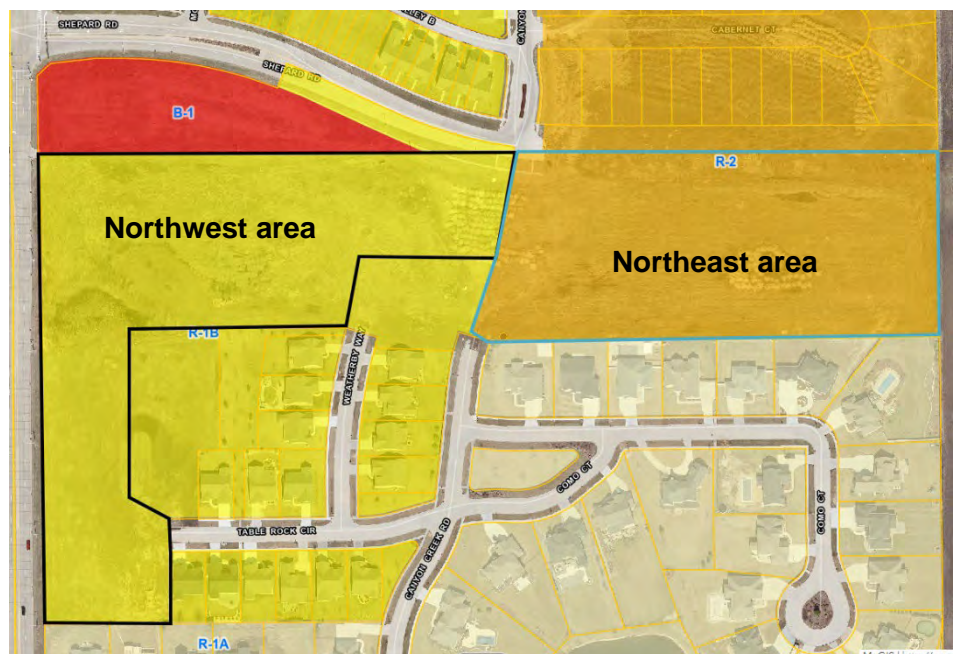
Northeast area

1. Amend the preliminary subdivision plan to convert the existing 16 single-family detached residential lots to 34 attached, single-family residences (17 zero lot line duplexes).

In order to accomplish this, the existing annexation agreement must be amended as it pertains to the rezoning, and the existing preliminary subdivision plans must be amended. This report addresses the annexation agreement amendment.

Northwest area: To be rezoned to R-2 and converted from 32 detached single-family lots to 42 attached single-family residences/21 zero lot line duplexes

Northeast area: to be converted from 16 single-family detached lots to 34 attached, single-family residences/17 zero lot line duplexes



Proposed Amended Annexation Agreement

The proposed amended annexation agreement includes the following two items:

1. **Rezoning.** The 9.97 +/- acres of unplatted land west of Canyon Creek Road is currently zoned R-1B Single Family Residential for development as detached, single-family homes adjacent to the Table Rock Circle loop. The developer proposes to rezone approximately 7.7 acres along the north and west sides of this unplatted area to R-2 Mixed Residence to permit the construction of attached, single-family homes.
2. **Sidewalk.** The first amendment to the annexation agreement (2013) called for the developer to construct the sidewalk along Airport Road by January 1, 2015. For a variety of reasons, this did not occur. The proposed amended agreement sets a new deadline of May 31, 2024.

Discussion

Since the original approval of the Trails on Sunset Lake Subdivision, the plan for the northwest part of the neighborhood has toggled between varying zoning districts and lot layout concepts. (The original agreement permitted up to 6.5 acres zoned to B-1 General Business in the northwest area.) In short, the concept of having a mixture of housing densities and land uses in that area has always been a possibility.

Sec. 15.12-2(C) of the Municipal Code provides guidelines for zoning map amendments. The criteria include 1) the suitability of the subject property for uses authorized by the existing zoning; 2) the length of time the property has remained vacant as zoned; 3) the suitability of the subject property for uses authorized by the proposed zoning; 4) nearby land uses; 5) nearby zoning; and 6) relative hardship or gain to the public compared with that of the owner resulting from the outcome of the zoning map amendment decision. Additional standards pertinent to R-2 zoning, Sec. 15.6-6(B), include proximity to opens spaces, distance from activity centers, capacity of existing infrastructure, relationship to the transportation system, and conformance to the Comprehensive Plan.

Town staff finds the proposed zoning map amendment to R-2 Mixed Residential to meet the aforementioned criteria, summarized as follows:

- It is common for R-2 and R-1B zoning to be adjacent to one another, and it is common for R-2 zoning to screen R-1B from more intense land uses (such as the adjacent B-1 General Business to the north) and major transportation facilities (such as Airport Road to the west).
- Recent development trends and the goals of the Comprehensive Plan support a transition to denser housing.
- Grove Elementary School is less than a tenth mile from the property, and Normal Community High School is less than a mile away. The Veterans Parkway commercial corridor is a mile and a half to the west.
- Existing infrastructure – utilities and the transportation network – is suitable for either R-1B or R-2 development.
- The Comprehensive Plan calls for the diversification of housing styles, which would be supported by converting some of the remaining single-family detached lots to attached single-family lots.

For these reasons, Town staff finds the overall benefit of the rezoning to R-2 to outweigh any negative impacts.

The proposed rezoning went to the Planning Commission for a public hearing on September 5, 2024. Because all the Trails on Sunset Lake Subdivision issues were so closely related (rezoning and amended preliminary plans), the Planning Commission discussed them together and took public testimony on all issues at once. Several property owners from the Trails testified in opposition, stating that they thought the existing plan is best for the neighborhood and that there is demand for such homes to be built. Others said the proposed changes would result in too much density and that the new plan would negatively impact their property values and their quality of life.

Much of the testimony focused on the argument by representatives from the Homeowners Association that the current HOA covenants prohibit the rezoning and amendments to the preliminary subdivision plan. In order to give the developer time to meet with the neighbors and discuss the covenant issues further, the public hearing was carried over to the October 10, 2024, Planning Commission meeting.

On October 10, an attorney spoke on behalf of the HOA and laid out his legal argument pertaining to the covenants. Town staff advised the commission and those in attendance that the commission should evaluate the proposed zoning map amendment and amended preliminary subdivision plans based on the standards set forth in the zoning code, and that the covenants are outside of the Town's purview.

Following its findings of fact, the Planning Commissioners voted unanimously in support of the proposed rezoning from R-1B to R-2 as proposed.

The provision in the amended annexation agreement pertaining to the timing of sidewalk construction was not germane to the Planning Commission, so it was not discussed. That said, Town staff support the provision given the need for the residents of the Trails on Sunset Lake Subdivision to have a walking path north to the elementary school.

For these reasons, Town staff recommend the Town Council approve the amended annexation agreement as proposed.

Keywords: Amended Annexation Agreement; Trails on Sunset Lake; Zoning Map Amendment; Rezoning; Sidewalk

RESOLUTION NO. _____

RESOLUTION APPROVING AN AMENDED ANNEXATION AGREEMENT FOR THE TRAILS ON
SUNSET LAKE SUBDIVISION (EAST OF AIRPORT ROAD AND SOUTH OF SHEPARD ROAD)

- WHEREAS, The Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs.
- WHEREAS, In March of 2007, by Resolution 4006, the Town entered into an annexation agreement concerning the Trails on Sunset Lake Subdivision.
- WHEREAS, The property owner has requested an amendment to the annexation agreement in order to foster completion of the development.
- WHEREAS, After notice as required by law, the President and Board of Trustees ("Corporate Authorities") held a public hearing on October 21, 2024, regarding the annexation agreement amendment.
- WHEREAS, The Corporate Authorities have determined it to be in the best interests of the health, safety, and welfare of the citizens of Normal to approve the annexation agreement amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES FOR THE
TOWN OF NORMAL, ILLINOIS:

- SECTION 1. The annexation agreement amendment titled *Fourth Amendment to Annexation Agreement* is hereby approved, and the President is authorized to execute the amendment, which is attached to and incorporated in this resolution.
- SECTION 2. The Town Clerk is authorized and directed to attest the signature of the President on the document, to file a copy of that document with the McLean County Recorder of Deeds, and to retain a fully executed copy in her office for public inspection.

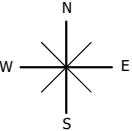
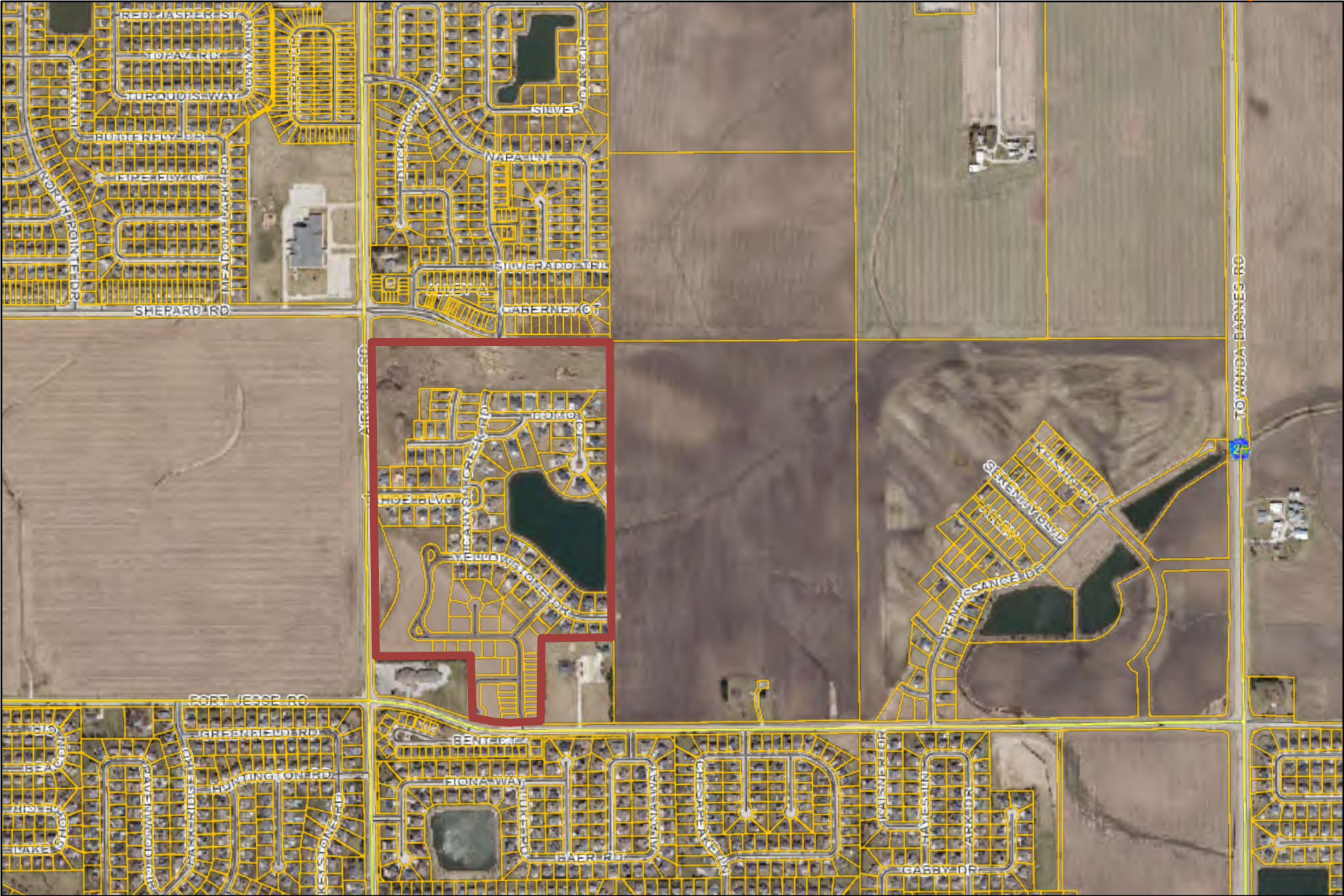
ADOPTED this ____ day of _____, 2024.

APPROVED:

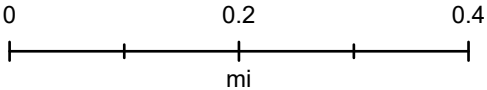
President of the Board of Trustees
Town of Normal, Illinois

ATTEST:

Town Clerk
(Seal)

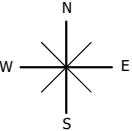
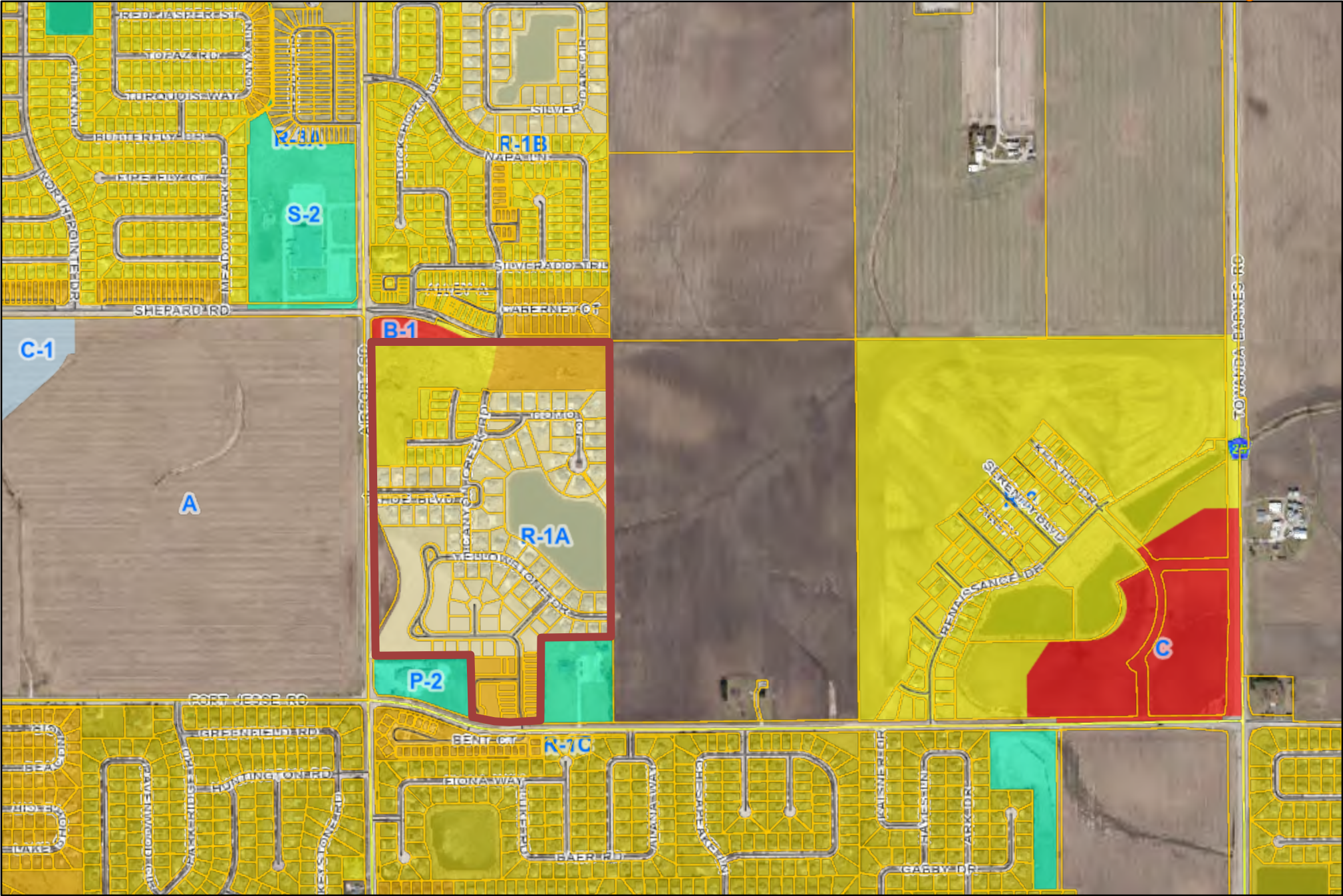


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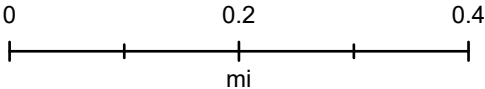


1 inch = 1,161 feet





McGIS does not guarantee the accuracy of the information displayed. Only on-site verification or field surveys by a licensed professional land surveyor can provide such accuracy. Use for display and reference purposes only.



1 inch = 1,161 feet



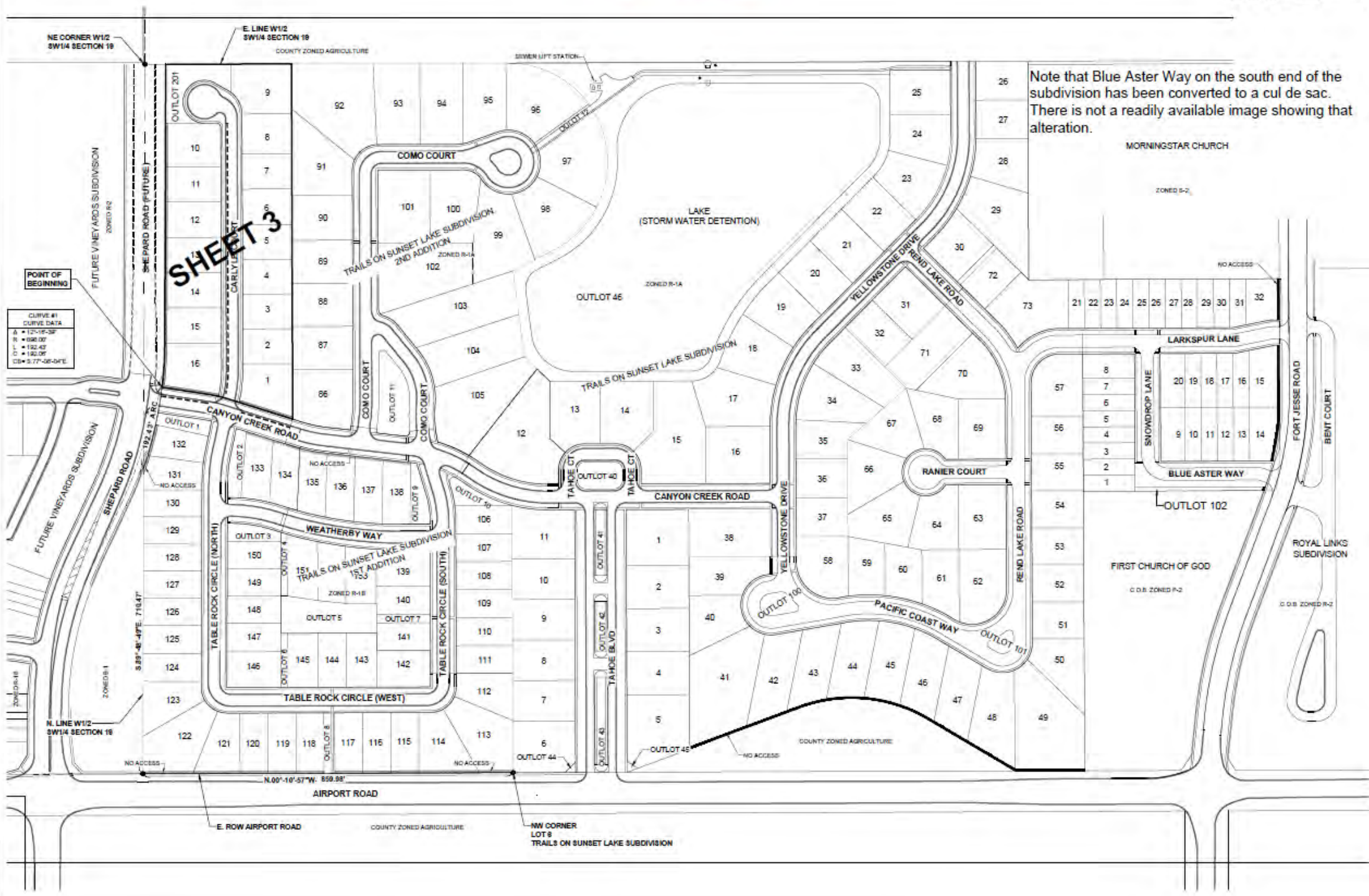


Current Plan

Packet Pg. 149

LYB

www.lybinc.com



Note that Blue Aster Way on the south end of the subdivision has been converted to a cul de sac. There is not a readily available image showing that alteration.

Lewis, Yockey & Brown, Inc.
Consulting Engineers & Land Surveyors
Professional Design Firm Registration #184.000305
305 North Main Street, Bloomington, Illinois
PH: (309) 825-2552

REVISED	-
DATE	01/14/2022
BY	-
CHKD	-
APP	-
DATE	01/14/2022
BY	-
CHKD	-
APP	-

AMENDED PRELIMINARY PLAN
FOR A PORTION OF
TRAILS ON SUNSET LAKE SUBDIVISION
NORMAL, ILLINOIS
KEY SHEET

SHEET

2

OF 3

JOB #

45123.05

Fourth Amendment to Annexation Agreement

This amendment is dated _____, 2024, and is between the Town of Normal, an Illinois home-rule municipal corporation ("**Town**") and Weber Estates Investments, LLC, an Illinois limited liability company ("**Weber Estates**").

On March 19, 2007, the Town entered into an annexation agreement with the Audrey A Weber Trust, Weber Estates Investments, LLC, and Trails on Sunset Lake, LLC ("**2007 Agreement**") by Resolution 4006.

The 2007 Agreement was amended on March 18, 2013 (Resolution 4862), on October 18, 2021 (Resolution 5927), and on August 15, 2022 (Resolution 6018) (the 2007 Agreement as amended by the 2013, 2021, and 2022 amendments, the "**Annexation Agreement.**").

The Town and Weber Estates desire to further amend the Annexation Agreement.

Notice and hearing for this amendment have been given as required by law.

The parties therefore amend the Annexation Agreement as follows:

1. The Property described in the document titled *Trails on Sunset Lake Subdivision Zoning Exhibit*, attached hereto as Exhibit A, will be rezoned from R1-B (Single Family Residence District) to R-2 (Mixed Residence District).
2. A public hearing required for rezoning was held before the Normal Planning Commission on September 5 and October 10, 2024.
3. **Airport Road Sidewalk.**
 - 3.1. On or before May 31, 2025, Weber Estates shall Substantially Complete:
 - 3.1.1. A five-foot wide sidewalk on the east side of the Airport Road right-of-way along the length of and running adjacent to the property depicted in Exhibit A and continuing south to a connection with Tahoe Blvd. and a connection with the existing sidewalk along the north side of Tahoe Blvd., as generally depicted on Exhibit B; and
 - 3.1.2. A five-foot wide sidewalk from the terminus of the existing sidewalk adjacent to 3511 Tahoe Blvd. and extending east to the Airport Road right-of-way and turning north along Airport Road at a point along the continuation of the path of the sidewalk described in section 3.1.1 and continuing north to a connection with Tahoe Blvd., as generally depicted on Exhibit B.
 - 3.2. "Substantially Complete" or "Substantial Completion" means the sidewalk has been completed to Town standards and Code, and the Town Engineer has accepted the sidewalk for public ownership and maintenance.
 - 3.3. Bond.
 - 3.3.1. Within 21 days of the effective date of this Fourth Amendment, Weber Estates shall furnish an engineer's estimate for the cost of the Project for Town approval.

3.3.2. Within 45 days of the effective date of this Fourth Amendment, Weber Estates shall furnish a performance and payment bond in the amount of 110% of the approved engineer's estimate to guarantee Substantial Completion within the time provided. The company acting as surety for any bond issued must be licensed to do business in the State of Illinois. The bond must be in the form set forth in Exhibit C. Weber Estates may not commence work until the bond is submitted to and approved by the corporation counsel of the Town.

3.4. This section 3 shall supersede any provisions in the Annexation Agreement to the contrary.

All other provisions of the Annexation Agreement will remain. The parties are signing this amendment as of the date set forth in the introductory clause.

Weber Estates Investments, LLC

Town of Normal

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

ZONING EXHIBIT

PART OF THE W1/2 OF THE SW1/4 OF SEC. 19, T.24N., R.3E., 3P.M.,
TOWN OF NORMAL, MCLEAN COUNTY, ILLINOIS

Lewis, Yockey & Brown, Inc.
Consulting Engineers & Land Surveyors
Professional Design Firm Registration #184 000006
605 North Main Street, Bloomington, Illinois
PH: (309) 829-2552

TRAILS ON SUNSET LAKE SUBDIVISION
ZONING EXHIBIT

SHEET
1
OF 1
JOB #:
45123.021

COUNTY ZONED AGRICULTURAL

SCALE: 1" = 100'
LEGEND
BOUNDARY OF SUBJECT PREMISES

Subject Premises to be Reopened R-2
Legal Description

A part of the W1/2 of the SW1/4 of Section 19, Township 24 North, Range 3 East of the Third Principal Meridian, Town of Normal, McLean County, Illinois, more particularly described as follows: Beginning at the northwest corner of Lot 6 in Trails on Sunset Lake Subdivision according to the Plat thereof recorded as Document No. 2008-29029 in the McLean County Recorder of Deeds Office, said point being on the east right of way line of Airport Road; thence N.00°-10'-57"W. 859.98 feet on said east right of way line of Airport Road to the north line of the W1/2 of the SW1/4 of Section 19; thence S.89°-48'-49"E. 710.47 feet on said north line of the W1/2 of the SW1/4 of Section 19; thence southeasterly 162.42 feet on a non-tangential curve concave to the northeast having a central angle of 10°-21'-47", a radius of 998.00 feet and a chord of 162.20 feet bearing S.76°-10'-38"E. from the last described course; thence S.08°-38'-24"W. 105.62 feet; thence southeasterly 45.70 feet on a tangential curve concave to the northwest having a central angle of 08°-40'-16", a radius of 302.00 feet and a chord of 45.66 feet bearing S.12°-58'-19"W. from the last described course; thence S.17°-18'-40"W. 3.89 feet; thence northwesterly 86.22 feet on a non-tangential curve concave to the northeast having a central angle of 04°-41'-29", a radius of 1053.00 feet and a chord of 86.19 feet bearing N.78°-47'-33"W. from the last described course to a point of reverse curve; thence westerly 51.65 feet on a tangential curve concave to the west having a central angle of 17°-39'-04", a radius of 360.00 feet and a chord of 110.47 feet bearing S.05°-03'-43"W. from the last described course to a point of reverse curve; thence southeasterly 19.13 feet on a tangential curve concave to the east having a central angle of 01°-10'-43", a radius of 930.00 feet and a chord of 19.13 feet bearing S.17°-14'-54"W. from the chord of the last described arc to the centerline of Weatherly Way right of way on the north line of Trails on Sunset Lake Subdivision 1st Addition recorded as Document No. 2013-30772 in the McLean County Recorder of Deeds Office; thence N.73°-20'-27"W. 30.00 feet to the northwest corner of Outlot 4 in said Trails on Sunset Lake Subdivision 1st Addition; thence N.89°-48'-49"W. 388.89 feet on the westerly extension of the north line of said Outlot 4 and Outlot 5 in said Trails on Sunset Lake Subdivision 1st Addition; thence S.00°-10'-57"E. 338.92 feet thence easterly 61.28 feet on a tangential curve concave to the northeast having a central angle of 50°-01'-49", a radius of 39.00 feet and a chord of 55.17 feet bearing S.45°-11'-49"E. from the last described course; thence N.89°-47'-14"E. 21.27 feet to the centerline of Table Rock Circle right of way in said Trails on Sunset Lake Subdivision 1st Addition on the northerly extension of the west line of Lot 111 in said Trails on Sunset Lake Subdivision 1st Addition; thence S.00°-12'-48"E. 160.85 feet to the southwest corner of said Lot 111; thence S.89°-47'-14"W. 230.38 feet to the Point of Beginning, containing 7.72 acres, more or less, with assumed bearings given for description purposes only.

Surveyor's Certificate

I, David P. Brown, Illinois Professional Land Surveyor No. 2725, do hereby certify that to the best of my knowledge and belief the above shown herein is an accurate representation of a zoning exhibit prepared under my direction based on documents of record.

08/01/2024
Date

David P. Brown
Illinois Professional Land Surveyor No. 2725
License Expires 11/30/2024



COUNTY ZONED AGRICULTURAL

POINT OF BEGINNING

CURVE DATA CURVE #1	CURVE DATA CURVE #2	CURVE DATA CURVE #3	CURVE DATA CURVE #4	CURVE DATA CURVE #5	CURVE DATA CURVE #6	CURVE DATA CURVE #7
A = 10°-21'-47"	A = 08°-40'-16"	A = 04°-41'-29"	A = 17°-21'-58"	A = 17°-39'-04"	A = 01°-10'-43"	A = 30°-01'-49"
R = 998.00'	R = 302.00'	R = 1053.00'	R = 360.00'	R = 360.00'	R = 930.00'	R = 39.00'
L = 162.42'	L = 45.70'	L = 86.22'	L = 51.65'	L = 110.47'	L = 19.13'	L = 51.28'
T = 81.43'	T = 22.90'	T = 43.13'	T = 41.01'	T = 86.90'	T = 9.57'	T = 29.02'
C = 162.20'	C = 45.66'	C = 38.16'	C = 21.46'	C = 110.47'	C = 19.13'	C = 55.17'
CB* = 5.76°-10'-38"E	CB* = S.12°-58'-19"W	CB* = N.78°-47'-33"W	CB* = N.83°-07'-51"W	CB* = S.05°-03'-43"W	CB* = S.17°-14'-54"W	CB* = S.45°-11'-49"E

EXHIBIT B

Sidewalk (shown in red) as described in the Fourth Amendment to Annexation Agreement, Sec. 3.1.:



Exhibit C**Combined Payment and Performance Bond**

We _____, as Principal, and _____, as Surety, are held and firmly bound unto the Town of Normal ("Town") in the sum of \$ _____ lawful money of the United States, well and truly to be paid unto the Town for the payment of which we bind ourselves, our heirs, executors, administrators, successors, and assigns jointly to pay to the Town this sum under the conditions of this instrument.

WHEREAS, THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that the Principal has entered into a written contract with the Town for the construction of work on the contract to which this is attached, which contract is hereby referred to and made a part hereof, as if written herein at length, and whereby the Principal has promised and agreed to perform the work in accordance with the terms of the contract, and has promised to pay all sums of money due for any labor, materials, apparatus, fixtures, or machinery furnished to the Principal for the purpose of performing the work and has further agreed to pay all direct and indirect damages to any person, firm, company, or corporation suffered or sustained on account of the performance of the work during the time thereof and until the work is completed and accepted and any warranty period applicable thereto completed; and has further agreed that this bond shall inure to the benefit of any person, firm, company, or corporation, to whom any money may be due from the Principal, subcontractor or otherwise, for any such labor, materials, apparatus, fixtures, or machinery so furnished and that suit may be maintained on this bond by any such person, firm, company, or corporation for the recovery of any such money.

NOW, THEREFORE, if the Principal (i) performs the work in accordance with the terms of the contract, (ii) pays all sums of money due or to become due for any labor, materials, apparatus, fixtures, or machinery furnished to the Principal for the purpose of constructing the work, (iii) commences and completes the work within the time prescribed in the contract, (iv) pays and discharges all damages, direct and indirect, that may be suffered or sustained on account of the work during the time of the performance thereof and until the work shall have been accepted, and any warranty period applicable thereto completed, (v) holds the Town and its employees and agents as required in the contract on account of any such damages and (vi) in all respects, fully and faithfully complies with all the provisions, conditions, and requirements of the contract, then this obligation is void; otherwise this bond remain in full force and effect and, upon notice of the Principal's failure to perform, the Town may liquidate this bond to perform the work, and any person furnishing material or performing labor, either as an individual or as a subcontractor, has the right to sue on this bond in the name of the Town for its use and benefit.

The Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the contract or the Contract Documents accompanying the same or to the work to be performed thereunder shall, in any way, affect its obligations on this bond, and it hereby waives notice of any such change, extension of time, alteration, or addition to the terms of the contract or to the work or to the Contract Documents.

PROVIDED, FURTHER, that no final settlement between the Town and the Contractor shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

In addition, the Principal and Surety, jointly and severally, expressly guarantee that all services to be performed, all materials to be furnished, and all performance under the contract shall be fulfilled in accordance with all requirements of the contract and the Contract Documents. In addition, Principal and Surety, jointly and severally, expressly guarantee that in the event Town is required to enforce this bond in a court of law, the Town will be indemnified with respect to all court costs and reasonable attorneys' and witness that are related to the enforcement proceedings.

IN TESTIMONY WHEREOF, the Principal and the Surety have caused this instrument to be signed by their respective officers and their corporate seals to be hereunto affixed this _____ day of _____, 20_____.

<p>PRINCIPAL: (Company Name)</p> <p>(SEAL)</p>
<p>By: (Signature and Title)</p>
<p>SURETY: (Name)</p> <p>(SEAL)</p>
<p>By: (Signature of Attorney-in-Fact)</p>

STATE OF _____)
COUNTY OF _____)

I, _____, a Notary Public in and for the County and State, do hereby certify that _____ (*Insert name of individuals signing on behalf of PRINCIPAL and SURETY*) who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument on behalf of PRINCIPAL and SURETY, appeared before me this day in person and acknowledged respectively, that they signed, sealed, and delivered the instrument as their free and voluntary act for the uses and purposes therein set forth.

SUBSCRIBED and SWORN to before me this: ____ day of _____, 20____.

Notary Public

My commission expires: _____

Zoning Map Amendment

Case #: 24-09-08-PC

Applicant: Trails on Sunset Lake, LLC

Location: Northwest portion of the Trails on Sunset Lake Subdivision

Date: September 5, 2024

Summary: The proposed amendment to the annexation agreement addresses a proposed rezoning of certain lots from R-1B to R-2 in the northwest corner of the Trails on Sunset Lake Subdivision

Staff Recommendation: Approval

Background

The Trails on Sunset Lake is an 83 +/- acre development located north and east of the corner of Airport Road and Fort Jesse, just south of the Vineyards Subdivision. (See Exhibits 1 and 2.) The Town approved an annexation agreement for the development in March 2007 (Res. No. 4006) along with a preliminary subdivision plan in May 2007 (Res. No. 4039). Since then, the development has gone through several iterations of approvals outlined below.

As shown on Exhibit 3 (Original Overall Layout Plan) the original Trails on Sunset Lake annexation agreement included 120 large lots zoned R-1A Single Family Residential, two areas of R-2 Mixed Density Residential development without a specific layout plan (one in the northeast corner of the site and one on the south side of the site adjacent to Ft. Jesse), a large detention basin adjacent to the R-1A area, and a 6.53 +/- acre area in the northwest corner with a zoning option of B-1 General Business, R-2 Mixed Residence, R-1B Single Family, or some combination of zoning thereof.

As shown on Exhibit 4, in February 2010, the Town approved an Amended Preliminary Plan (Res. No. 4467) and a related Zoning Map Amendment (Ord. No. 5329) to establish R-2 Mixed Residential zoning in the northeast and northwest corners of the subdivision and to lay out cul de sacs in both areas. These were never built.

As shown on Exhibit 5, in March 2013, the Town Council approved the First Amendment to the Annexation Agreement for the Trails on Sunset Lake (Res. No. 4862) and a related Zoning Map Amendment (Ord. No. 5489). These items pertained to approximately 27.72 acres on the north side of the development. As a result of this approval, both cul-de-sacs approved in 2010 were eliminated. Although the R-2 zoning remained east of Canyon Creek Road, the land to the west was rezoned to R-1B for development as detached single-family homes and a large green space (Outlot 5).

As shown on Exhibit 6, in October 2021, Town Council approved three items relating to 20.9 +/- acres at the south end of the Trails on Sunset Lake subdivision. (The area is outlined in a heavy black line.)

1. Second Amendment to the Annexation Agreement (Res. No. 5927)
2. Amended Subdivision Plan (Res. No. 5928)
3. Rezoning the area to R-1A and R-2 (Ord. No. 5883)

Cumulatively, these three actions rezoned the parcel into 15.63 acres of R-1A Single-Family Residential for large lot, single-family residences and 5.24 acres of R-2 Mixed Residential for attached, single-family residences adjacent to Ft. Jesse. The actions had no impact on the properties currently at issue on the north end of the Trails on Sunset Lake.

As shown on Exhibit 7, in February 2022, the Town Council approved an Amended Preliminary Subdivision Plan for the northeast corner of the Trails on Sunset Lake Subdivision (Res. No. 5965). This amendment included 16 lots on a cul de sac (Carlyle Court) and one outlot to be owned and maintained by the HOA. Waivers were approved for the number of units along the cul de sac, the length of the cul de sac, the width of the street pavement, the width of the right-of-way, and the rear yard setbacks.

Current Proposal

There are currently three action items before the Planning Commission, all of which pertain to the unplatted property at the north end of the Trails on Sunset Lake.

1. The first action pertains to rezoning a portion of the land west of Canyon Creek Road from R-1B Single Family Residential to R-2 Mixed Residence (Exhibit 8). This action is technically part of an amendment to the annexation agreement, but the Planning Commission is only making a recommendation on the rezoning (which is a land use issue) rather than a recommendation on the overall agreement. It is worth noting that the proposed amended annexation agreement also includes a provision setting a deadline to construct sidewalk along Airport Road from Tahoe Boulevard to the north edge of the subdivision.
2. The second action pertains to an amended preliminary subdivision plan for the unplatted area west of Canyon Creek Road.
3. The third action pertains to an amended preliminary subdivision plan for the unplatted area east of Canyon Creek Road.

Each item has its own code analysis and its own staff report.

Proposed Zoning Map Amendment

The 9.97 +/- acres of unplatted land west of Canyon Creek Road is currently zoned R-1B Single Family Residential for development as detached, single-family homes adjacent to the Table Rock Circle loop. As shown in Exhibits 8 and 9, the developer proposes to rezone approximately 7.7 acres along the north and west edges of this unplatted area to R-2 Mixed Residence to permit the construction of attached, single-family homes.

The applicant or their representative will be present during the public hearing to answer questions.

Adjacent Zoning

Property	Zoning District	Land Use
Subject Property	R-1B Single Family Residential	Undeveloped
Adjacent North	B-1 General Business	Undeveloped
Adjacent East	R-1B Single Family Residential R-2 Mixed Residential	Single-family residences Undeveloped
Adjacent South	R-1A Single Family Residential R-1B Single Family Residential	Single-family residences Single-family residences
Adjacent West	County Agriculture	Agriculture

Staff Analysis

Sec. 15.12-2(C) of the Municipal Code provides guidelines for all zoning map amendments. The criteria are listed below, accompanied by the staff analysis:

1. *The suitability of the subject property for uses authorized by the existing zoning*

The subject property is suitable for single-family uses, which the current R-1B zoning permits, although the economic viability of single-family detached home construction has been extremely challenging in recent years.

2. *The length of time the property has remained vacant as zoned considered in the context of land development in the area*

The property has remained undeveloped since the Trails on Sunset Lake began building out in 2008. Within Sunset Lake, detached, single-family homes on large lots have been slow to build in recent years. Recent, nearby development in the Vineyards has been a combination of attached, single-family homes and small-lot, detached single-family homes.

3. *The suitability of the subject property for uses authorized by the proposed zoning*

The property is adjacent to residential development and commercial zoning, so slightly denser R-2 housing units would be suitable.

4. *The existing land uses of nearby property*

Adjacent land uses include single-family detached residences and a commercial property to the north that should be developed soon. The roadway adjacent to the west – Airport Road – is a 4-lane minor arterial road. In the vicinity, there are also attached, single-family houses and Grove Elementary School.

5. *Existing zoning of nearby property*

Adjacent zoning is a combination of R-1A, R-1B, R-2, B-1, and County Agriculture. Grove Elementary is within a few hundred feet and is zoned S-2 Public Lands & Institutions.

6. *Relative hardship or gain to the public compared with that of the owner resulting from the outcome of the zoning map amendment decision.*

Attached, single-family residences are commonly found adjacent to detached, single-family residences. Thus, Town staff does not believe there would be a hardship for the public. Rather, the provision of denser housing would be a benefit in a time of high housing demand.

Sec. 15.6-6(B) includes zoning map amendment standards specific to R-2. These standards and the staff analysis follow.

1. *The availability of permanent open spaces, including public parks, golf courses, schools, and similar such uses in proximity to the subject property.*

Outlot 5 is a half-acre, dedicated green space available to the Trails on Sunset Lake residents. In addition, the nearby Grove Elementary School has a generous amount of green space, a playground, and a trail connection between Shepard and Raab Road.

2. *The distance the subject property is from primary service facilities and activity centers, including schools, commercial centers, cultural nodes and places of employment.*

The property at issue is less than a tenth of a mile from Grove Elementary School, half a mile from Eastview Christian Church, and three-quarters of a mile from Normal Community High School. It is a mile and a half from the Veterans Parkway commercial corridor.

3. ***The capacity of existing and proposed community facilities and utilities, including water, sewer, and transportation systems, to serve the permitted uses which might lawfully occur on the property so zoned.***

The difference between R-1B and R-2 is negligible when evaluating the adequacy of utilities and transportation systems. Thus, the systems that are already adequate to serve the Trails on Sunset Lake would be adequate for R-2.

4. ***The relationship of the subject property to the various aspects of the Town's transportation system including pedestrian ways, bicycle paths, major and collector streets, and public transit.***

The Trails on Sunset Lake has excellent access to Airport Road and the overall transportation network. This part of Normal is not served by transit, but there is a section of the Constitution Trail system through the Grove Elementary property. In addition, a sidewalk connection adjacent to Airport Road from Tahoe Boulevard to the north edge of the Trails on Sunset Lake will be built within the coming months.

5. ***The adequacy of public services including schools, police and fire protection and solid waste collection, serving the property and the impact the permitted uses would have upon these services.***

The change from R-1B to R-2 would have a negligible impact on these services.

6. ***The potential impact existing or permitted uses in the vicinity would have upon land uses authorized in the R-2 District and the impact such uses, if developed, would have upon existing uses in the vicinity.***

The change from R-1B to R-2 would have a negligible impact on these services.

7. ***The extent to which the permitted uses will promote balanced growth in the community and will be consistent with the Town's goals for equal housing opportunity and a variety of housing types.***

R-2 would permit denser housing and would introduce more diverse housing within the Trails on Sunset Lake.

8. ***The impact any natural disasters, including flooding would have upon the permitted uses.***

This area is not prone to natural disasters, and the design requirements within the code address stormwater runoff and flood routing.

9. ***The impact the permitted uses would have upon the environment including noise, air, and water pollution.***

The environmental impact of R-2 zoning would not be noticeably different from R-1B zoning, although denser housing is typically better for the environment because it makes more efficient use of the land.

10. ***The conformance of the proposal to the Town's Comprehensive Plan and Official Map.***

The Comprehensive Plan supports denser housing in a wider variety of styles. Permitting R-2 zoning in this area would meet both goals.

Town Staff Recommendation

For these reasons, Town staff recommends in favor of the zoning map amendment as proposed.

Town Council Action Report

October 21, 2024

Ordinance Rezoning Property in the Town of Normal – East of Airport and South of Shepard (Trails on Sunset Lake)

Prepared By: Mercy Davison, Town Planner
Reviewed By: Pamela S. Reece, City Manager
Jason Querciagrossa, Corporation Counsel
Greg Troemel, Director of Inspections
Ryan Otto, Director of Public Works

Staff Recommendation: Approval

Planning Commission Recommendation: Approval

Attachments: Proposed Ordinance; Zoning Map; Proposed Rezoning; Staff Report to the Planning Commission was attached to the previous Council Action Report; Minutes of the September 5, 2024, and October 10, 2024, Planning Commission meeting are included in the Addendum.

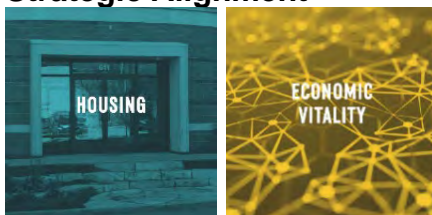
Community Impact

Rezoning the land at issue would enable the development of denser housing in an attached housing style not found within that area of the neighborhood. This would meet the Comprehensive Plan goals of denser and more varied housing types.

Budget Impact

N/A

Strategic Alignment



Background

The 83 +/- acre Trails on Sunset Lake Subdivision is located east of Airport Road and south of Shepard Road. The developer is proposing to rezone approximately 7.7 acres of R-1B Single Family Residential zoning in the northwest part of the subdivision to R-2 Mixed Residential. Because the zoning within the Trails is tied to an existing annexation agreement, the process to rezone the area requires action to amend the annexation agreement. The previous Council Action Report pertained to that action.

Discussion

The code standards pertaining to a zoning map amendment were covered in the previous Council Action Report along with a description of the Planning Commission's public hearing process.

Presuming the Town Council approved the amended annexation agreement in its previous action, it would now be appropriate for the Town Council to approve the rezoning in the northwest corner of the Trails on Sunset Lake Subdivision from R-1B Single Family Residential to R-2 Mixed Residential as a separate action.

Keywords: Zoning Map Amendment; Rezoning; Trails on Sunset Lake

ORDINANCE NO. _____

ORDINANCE REZONING PROPERTY IN THE TOWN OF NORMAL – EAST OF AIRPORT AND SOUTH OF SHEPARD (TRAILS ON SUNSET LAKE)

WHEREAS, The Town of Normal is a home-rule unit of local government with authority to legislate in matters pertaining to its local government and affairs.

WHEREAS, The Town of Normal has enacted a comprehensive Zoning Code incorporated as Chapter 15 of the Municipal Code, Town of Normal, Illinois, 1969, as amended.

WHEREAS, After notice and hearing as provided by law, the Normal Planning Commission, on October 10, 2024, recommended the rezoning of property in the Trails on Sunset Lake Subdivision from R-1B (Single Family Residential) to R-2 (Mixed Residential).

WHEREAS, It is in the best interest of the health, safety, and welfare of the citizens of Normal to approve the requested zoning change.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

SECTION 1. The following property is hereby rezoned from R-1B (Single Family Residential) to R-2 (Mixed Residential):

A part of the W½ of the SW¼ of Section 19, Township 24 North, Range 3 East of the Third Principal Meridian, Town of Normal, McLean County, Illinois, more particularly described as follows: Beginning at the northwest corner of Lot 6 in Trails on Sunset Lake Subdivision according to the Plat thereof recorded as Document No. 2008-29229 in the McLean County Recorder of Deeds Office, said point being on the east right of way line of Airport Road; thence N.00°-10'-57"W. 859.98 feet on said east right of way line of Airport Road to the north line of the W½ of the SW¼ of Section 19; thence S.89°-48'-49"E. 710.47 feet on said north line of the W½ of the SW¼ of Section 19; thence southeasterly 162.42 feet on a non-tangential curve concave to the northeast having a central angle of 10°-21'-47", a radius of 898.00 feet and chord of 162.20 feet bearing S.76°-10'-38"E. from the last described course; thence S.08°-38'-24"W. 105.62 feet; thence southwesterly 45.70 feet on a tangential curve concave to the northwest having a central angle of 08°-40'-16", a radius of 302.00 feet and a chord of 45.66 feet bearing S.12°-58'-19"W. from the last described course; thence S.17°-18'-40"W. 3.89 feet; thence northwesterly 86.22 feet on a non-tangential curve concave to the northeast having a central angle of 04°-41'-29", a radius of 1053.00 feet and a chord of 86.19 feet bearing N.78°-47"-33"W. from the last described course to a point of reverse curve; thence westerly 81.65 feet on a tangential curve

having central angle of 13°-21'-56", a radius of 350.00 feet and a chord of 81.46 feet bearing N.83°-07'-51"W. from the chord of the last described arc; thence N.89°-48'-49"W. 63.52 feet; thence S.00°-11'-12"W. 36.06 feet; thence southwesterly 110.91 feet on a tangential curve concave to the west having a central angle of 17°-39'-04", a radius of 360.00 feet and a chord of 110.47 feet bearing S.09°-00'-43"W. from the last described course to a point of reverse curve; thence southwesterly 19.13 feet on a tangential curve concave to the east having a central angle of 01°-10'-43", a radius of 930.00 feet and a chord of 19.13 feet bearing S.17°-14'-54"W. from the chord of the last described arc to the centerline of Weatherby Way right of way on the north line of Trails on Sunset Lake Subdivision 1st Addition recorded as Document No. 2013-30772 in the McLean County Recorder of Deeds Office; thence N.73°-20'-27"W. 30.00 feet to the northwest corner of Outlot 4 in said Trails on Sunset Lake Subdivision 1st Addition; thence N.89°-48'-49"W. 388.89 feet on the westerly extension of the north line of said Outlot 4 and Outlot 5 in said Trails on Sunset Lake Subdivision 1st Addition; thence S.00°-10'-57"E. 338.92 feet; thence easterly 61.28 feet on a tangential curve concave to the northeast having a central angle of 90°-01'-49", a radius of 39.00 feet and a chord of 55.17 feet bearing S.45°-11'-49"E. from the last described course; thence N.89°-47'-14"E. 21.27 feet to the centerline of Table Rock Circle right of way in said Trails on Sunset Lake Subdivision 1st Addition on the northerly extension of the west line of Lot 111 in said Trails on Sunset Lake Subdivision 1st Addition; thence S.00°-12'-46"E. 160.85 feet to the southwest corner of said Lot 111; thence S.89°-47'-14"W. 230.38 feet to the Point of Beginning, containing 7.72 acres, more or less, with assumed bearings given for description purposes only.

- SECTION 2. The report and recommendation of the Planning Commission is received, approved, and placed on file.
- SECTION 3. The Town Clerk is directed and authorized to publish this ordinance in pamphlet form as provided by law.
- SECTION 4. This ordinance will become effective 10 days after the date of its publication.
- SECTION 5. This ordinance is adopted pursuant to Home Rule Authority granted the Town of Normal by Article 7, Section 6, of the Illinois Constitution, 1970.

APPROVED:

President of the Board of Trustees
Town of Normal, Illinois

ATTEST:

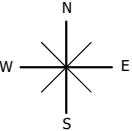
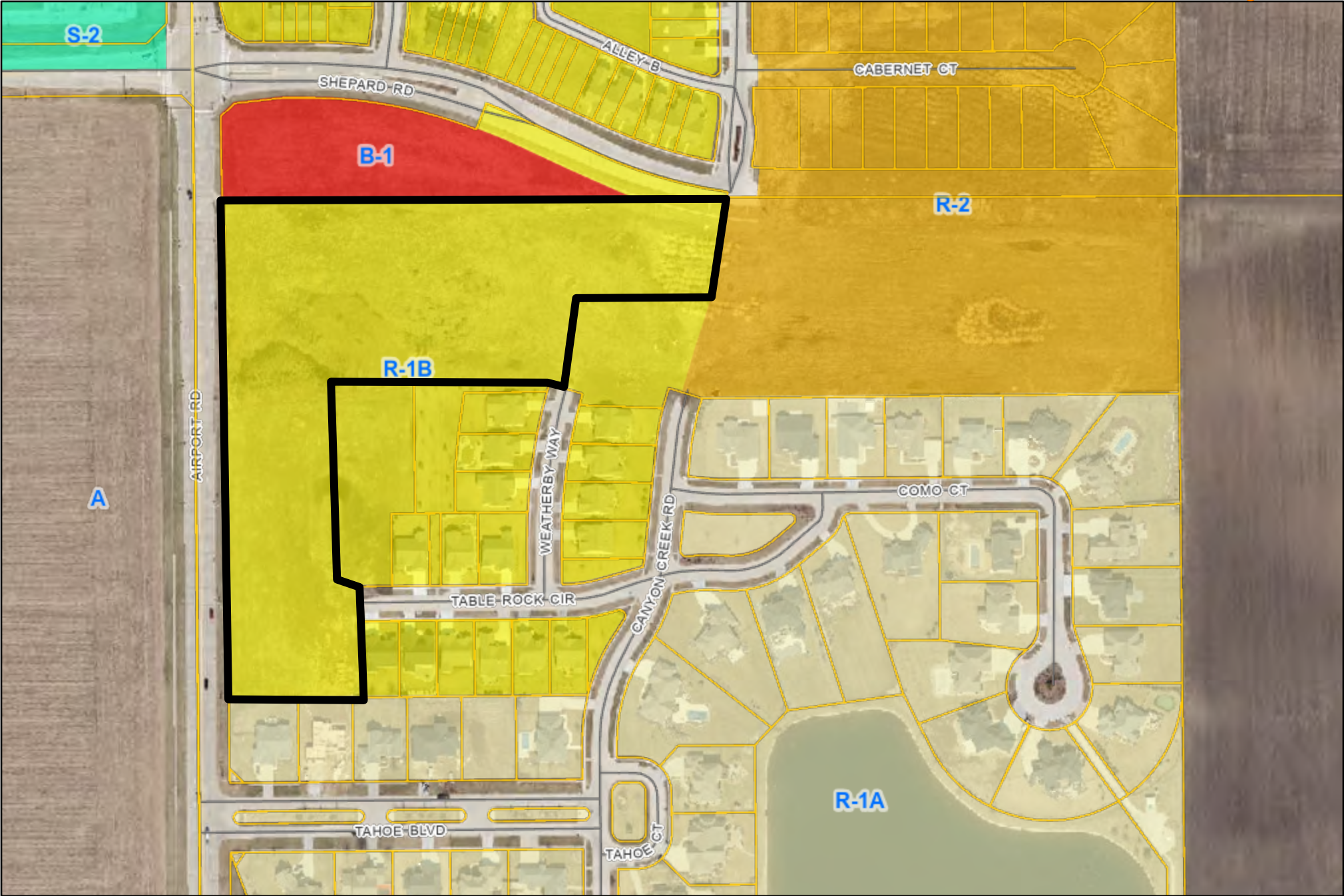
Town Clerk
(seal)

This ordinance was voted upon and passed by the President and Board of Trustees of the Town of Normal on _____, 2024, with _____ voting aye; _____ abstaining; _____ voting nay; and _____ absent.

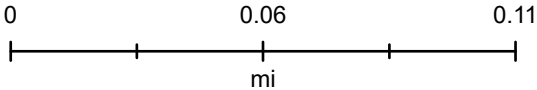
	AYE	NAY	OTHER		AYE	NAY	OTHER
Councilman McCarthy				Councilwoman Smith			
Councilman Preston				Councilman Byars			
Councilwoman Lorenz				Mayor Koos			
Councilwoman Harris							

This ordinance was approved by the President on _____, 2024.

This ordinance was published in pamphlet form on _____, 2024.



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1 inch = 290 feet

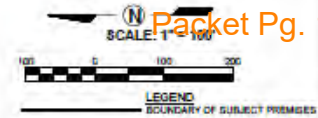


ZONING EXHIBIT

Proposed Rezoning

Packet Pg. 15 of 17

PART OF THE W1/2 OF THE SW1/4 OF SEC. 19, T.24N., R.3E., 3P.M.,
TOWN OF NORMAL, MCLEAN COUNTY, ILLINOIS



LYB
www.lybinc.com

Lewis, Yockey & Brown, Inc.
Consulting Engineers & Land Surveyors
Professional Design Firm Registration #154.000896
605 North Main Street, Bloomington, Illinois
Ph. (309) 829-2552

TRAILS ON SUNSET LAKE SUBDIVISION
ZONING EXHIBIT

SHEET
1
JOB #
45123.021

COUNTY ZONED AGRICULTURAL

LOT 41

LOT 46

Subject Premises to be Rezoned R-2
Legal Description

A part of the W1/2 of the SW1/4 of Section 19, Township 24 North, Range 3 East of the Third Principal Meridian, Town of Normal, McLean County, Illinois, more particularly described as follows: Beginning at the northwest corner of Lot 6 in Trails on Sunset Lake Subdivision according to the Plat thereof recorded as Document No. 2009-25229 in the McLean County Recorder of Deeds Office, said point being on the east right of way line of Airport Road; thence N.00°-10'-57"W. 859.98 feet on said east right of way line of Airport Road to the north line of the W1/2 of the SW1/4 of Section 19; thence S.89°-48'-49"E. 710.47 feet on said north line of the W1/2 of the SW1/4 of Section 19; thence southeasterly 162.42 feet on a non-tangential curve concave to the northeast having a central angle of 10°-21'-47", a radius of 898.00 feet and chord of 162.20 feet bearing S.75°-10'-38"E. from the last described course; thence S.08°-38'-24"W. 105.62 feet; thence southwesterly 45.70 feet on a tangential curve concave to the northwest having a central angle of 08°-40'-16", a radius of 302.00 feet and a chord of 45.55 feet bearing S.12°-58'-19"W. from the last described course; thence S.17°-18'-40"W. 3.89 feet; thence northwesterly 86.22 feet on a non-tangential curve concave to the northeast having a central angle of 04°-41'-29", a radius of 1053.00 feet and a chord of 86.19 feet bearing N.78°-47'-33"W. from the last described course to a point of reverse curve; thence westerly 81.65 feet on a tangential curve having central angle of 13°-21'-58", a radius of 350.00 feet and a chord of 81.46 feet bearing N.83°-07'-51"W. from the chord of the last described arc; thence N.89°-48'-49"W. 53.52 feet thence S.00°-11'-12"W. 36.06 feet; thence southwesterly 110.91 feet on a tangential curve concave to the west having a central angle of 17°-39'-04", a radius of 360.00 feet and a chord of 110.47 feet bearing S.05°-00'-43"W. from the last described course to a point of reverse curve; thence southwesterly 19.13 feet on a tangential curve concave to the east having a central angle of 01°-10'-43", a radius of 930.00 feet and a chord of 19.13 feet bearing S.17°-14'-54"W. from the chord of the last described arc to the centerline of Weatherby Way right of way on the north line of Trails on Sunset Lake Subdivision 1st Addition recorded as Document No. 2013-30772 in the McLean County Recorder of Deeds Office; thence N.73°-20'-27"W. 30.00 feet to the northwest corner of Outlot 4 in said Trails on Sunset Lake Subdivision 1st Addition; thence N.89°-48'-49"W. 388.89 feet on the westerly extension of the north line of said Outlot 4 and Outlot 5 in said Trails on Sunset Lake Subdivision 1st Addition; thence S.00°-10'-57"E. 338.92 feet; thence easterly 61.28 feet on a tangential curve concave to the northeast having a central angle of 50°-21'-49", a radius of 39.00 feet and a chord of 55.17 feet bearing S.45°-11'-49"E. from the last described course; thence N.89°-47'-14"E. 21.27 feet to the centerline of Table Rock Circle right of way in said Trails on Sunset Lake Subdivision 1st Addition on the northerly extension of the west line of Lot 111 in said Trails on Sunset Lake Subdivision 1st Addition; thence S.00°-12'-46"E. 160.65 feet to the southwest corner of said Lot 111; thence S.89°-47'-14"W. 230.38 feet to the Point of Beginning, containing 7.72 acres, more or less, with assumed bearings given for description purposes only.

Surveyor's Certificate

I, David P. Brown, Illinois Professional Land Surveyor No. 2725, do hereby certify that to the best of my knowledge and belief the plat shown hereon is an accurate representation of a zoning exhibit prepared under my direction based on documents of record.

08/01/2024
Date

David P. Brown
Illinois Professional Land Surveyor No. 2725
License Expires 11/30/2024



COUNTY ZONED AGRICULTURAL

POINT OF BEGINNING

CURVE DATA CURVE #1 Δ = 10°-21'-47" R = 388.00 L = 152.42 T = 81.43 C = 152.30 CB = S.75°-10'-38"E	CURVE DATA CURVE #2 Δ = 08°-40'-16" R = 302.00 L = 45.70 T = 22.90 C = 45.55 CB = S.12°-58'-19"W	CURVE DATA CURVE #3 Δ = 04°-41'-29" R = 1053.00 L = 86.22 T = 40.13 C = 86.19 CB = N.78°-47'-33"W	CURVE DATA CURVE #4 Δ = 13°-21'-58" R = 350.00 L = 81.46 T = 41.01 C = 81.46 CB = N.83°-07'-51"W	CURVE DATA CURVE #5 Δ = 17°-39'-04" R = 360.00 L = 110.47 T = 65.90 C = 110.47 CB = S.05°-00'-43"W	CURVE DATA CURVE #6 Δ = 01°-10'-43" R = 930.00 L = 19.13 T = 9.57 C = 19.13 CB = S.17°-14'-54"W	CURVE DATA CURVE #7 Δ = 50°-21'-49" R = 39.00 L = 55.17 T = 39.02 C = 55.17 CB = S.45°-11'-49"E
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Town Council Action Report

October 21, 2024

Resolution Approving an Amended Preliminary Subdivision Plan for a Portion of the Trails on Sunset Lake Subdivision (East of Airport Road and South of Shepard Road) - Table Rock Circle

Prepared By: Mercy Davison, Town Planner

Reviewed By: Pamela S. Reece, City Manager
Jason Querciagrossa, Corporation Counsel
Greg Troemel, Director of Inspections
Ryan Otto, Director of Public Works

Staff Recommendation: Approval

Planning Commission Recommendation: Approval

Attachments: Proposed Resolution; Aerial Map; Current Preliminary Subdivision Plan; Proposed Amended Preliminary Subdivision Plan; Staff Report to the Planning Commission; Minutes of the September 5, 2024, and October 10, 2024, Planning Commission meeting are included in the Addendum.

Community Impact

The amended preliminary plan would permit the development of attached single-family housing on an infill site, which would help serve a community need for more housing and for more varied housing styles.

Budget Impact

N/A

Strategic Alignment



Background

Presuming that the rezoning from R-1B to R-2 was approved as described in the previous report, the applicant is also requesting an amendment to the current preliminary subdivision plan

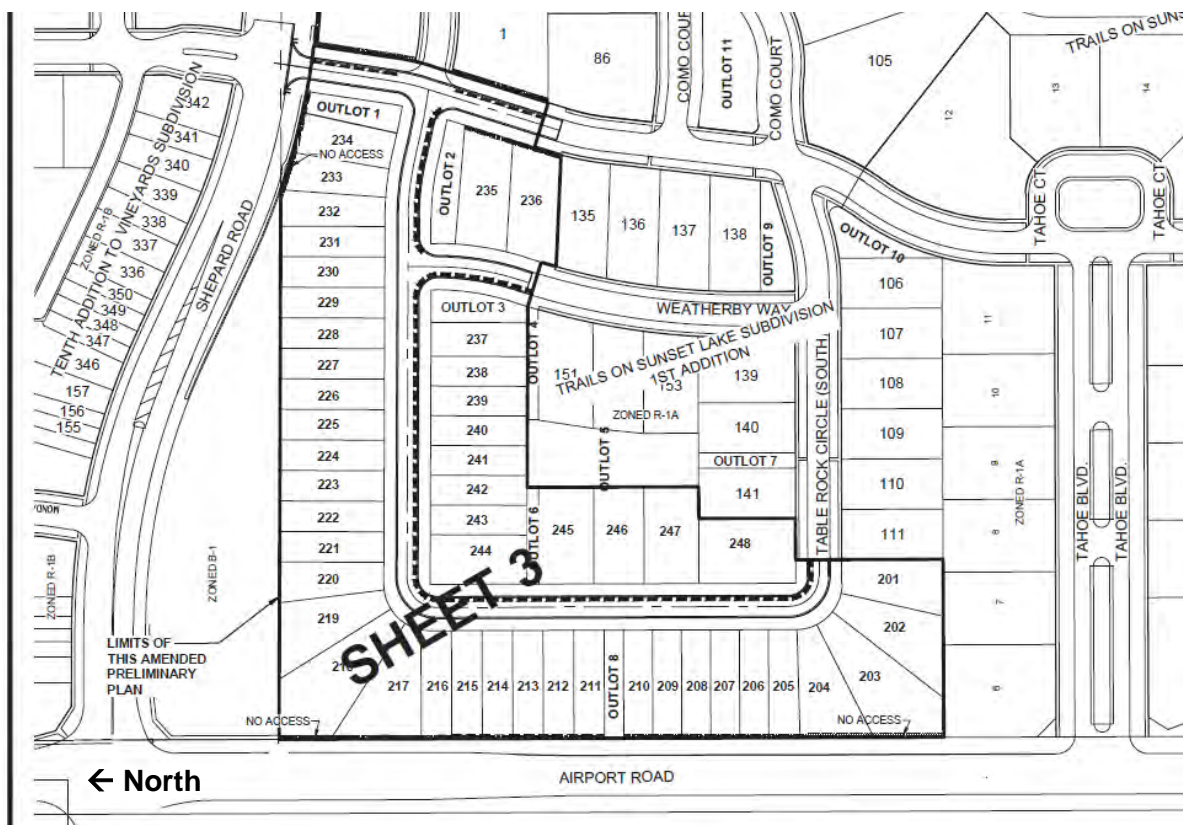
as it pertains to the 9.97 +/- acre unplatted area west of Canyon Creek Road on Table Rock Circle.

The existing approved plan for that area includes 48 lots for detached, single-family homes adjacent to the Table Rock Circle loop and various HOA-owned outlots for green spaces and sidewalk access points. Within this area, 16 lots have been platted and built, and Outlots 4, 5, and 7 have been platted and are currently maintained by the HOA. Note that to date, Outlots 4 and 7 have not been improved with pedestrian walkways to provide access to the large green space contained within Outlot 5. It is the expectation that walkways will be installed within the Outlots 4, 6, and 7 as the rest of Table Rock Circle builds out.

The proposed amendment to the preliminary plan for this area includes the following:

- Converting 26 of the 32 remaining detached, single-family lots to 42 attached, single-family lots. The remaining 6 lots would maintain their status as detached, single-family homes (zoned R-1B)
- Leaving Outlots 1-3, 6 and 8 as planned

As part of the amended preliminary subdivision plan, the developer is also requesting rear yard setback variances to permit 25-foot rear yards for all the lots rather than the code minimum 35-foot rear yards and to permit 29-foot street widths with parking allowed only on one side rather than the code minimum 31-foot width. These are both in accordance with variances approved in the original and amended annexation agreements.



Proposed Amended Preliminary Subdivision Plan outlined in black

Discussion

The Subdivision Code requires a preliminary subdivision plan as part of the process to subdivide property for development. The preliminary plan includes elements such as public roadway alignments, connections to adjacent properties, and utility alignments to ensure orderly growth and development over time. The Code also calls for development to consider existing infrastructure, the goals of the Comprehensive Plan, the preservation of property value, the sufficiency of public facilities and services, and the like.

Staff find the proposed amended preliminary subdivision plan for the northwest area of the Trails on Sunset Lake Subdivision to meet these goals. First, the change to attached single-family will have a negligible impact on the adjacent roadways and utilities. Second, the increased density meets the goals of the Comprehensive Plan. Third, although denser, the proposed lot layout is commonly found throughout Normal and would not have a negative impact on general public health, safety, or welfare nor would it negatively impinge on open space, light, or the like. Fourth, it is very common to find attached housing adjacent to detached housing in Normal, particularly in proximity to busier roads and/or more intense zoning districts.

Town staff support the proposed rear yard setback and street width variances because they match previously approved variances. In addition, the setback variance will permit larger residential units within a denser lot configuration. The street width variance matches what has already been built in the neighborhood.

For these reasons, staff sent a positive recommendation to the Planning Commission. As was more fully described in a previous Council Action Report, the testimony offered by residents at both the September 5 and October 10 public hearings focused on their opposition to the increased density and what they believe would be a negative impact on their property values and quality of life. Following its findings of fact, the Planning Commission voted 6-0 in support of the proposed amended preliminary subdivision plan with the variances for rear yard setbacks and street width.

For these reasons, Town staff recommend the Town Council approve the amended plan as proposed with related variances.

Keywords: Amended Preliminary Subdivision Plan; Trails on Sunset Lake; Table Rock Circle

RESOLUTION NO. _____

RESOLUTION APPROVING AN AMENDED PRELIMINARY SUBDIVISION PLAN
FOR A PORTION OF THE TRAILS ON SUNSET LAKE SUBDIVISION (EAST OF
AIRPORT ROAD AND SOUTH OF SHEPARD ROAD) - TABLE ROCK CIRCLE

WHEREAS, The Town Council previously approved a preliminary subdivision plan for the Trails on Sunset Lake Subdivision.

WHEREAS, The Town has received an application for an amended preliminary subdivision plan for a portion of the subdivision.

WHEREAS, On October 10, 2024, after notice and hearing as required by law, the Planning Commission recommended the approval of the amended preliminary subdivision plan.

WHEREAS, It is in the best interest of the citizens of Normal to approve the amended preliminary subdivision plan.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

SECTION 1. This resolution pertains to the amended preliminary subdivision plan on file in the Office of the Town Clerk titled *Amended Preliminary Plan for a Portion of Trails on Sunset Lake Subdivision*, dated August 1, 2024.

SECTION 2. The amended preliminary development plan identified in section one is approved.

ADOPTED this ____ day of _____, 2024.

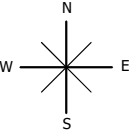
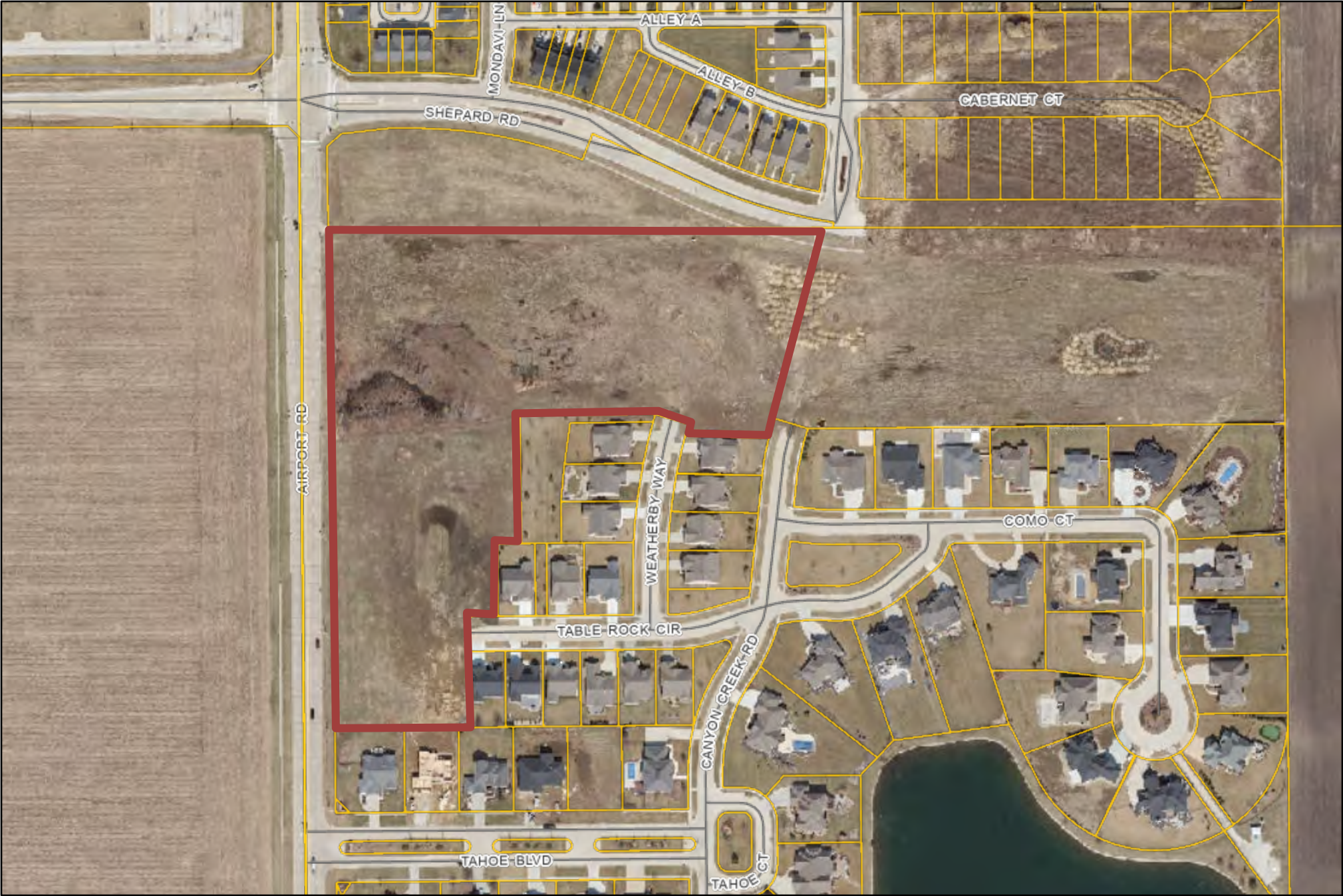
APPROVED:

President of the Board of Trustees of the Town of
Normal, Illinois

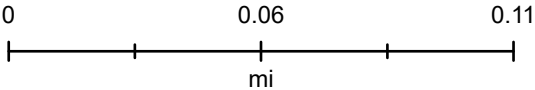
ATTEST:

Town Clerk
(seal)

Table Rock Circle - Unplatted Area



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1 inch = 290 feet



45123.05



REVISED	-
08/10/2024	-
08/21/2024	-
-	-
-	-
BY	309420341
DATE	08/10
DATE	08/10
DATE	08/10

AMENDED PRELIMINARY PLAN FOR A PORTION OF TRAILS ON SUNSET LAKE SUBDIVISION

PART OF THE W.1/2 OF THE SW.1/4 OF SEC. 19, T.24N., R.3E.,
3P.M., TOWN OF NORMAL, MCLEAN COUNTY, ILLINOIS

Legal Description

A part of the W.1/2 of the SW.1/4 of Section 19, Township 24 North, Range 3 East of the Third Principal Meridian, Town of Normal, McLean County, Illinois, more particularly described as follows: Beginning at the northwest corner of Lot 6 in Trails on Sunset Lake Subdivision according to the Plat thereof recorded as Document No. 2009-25229 in the McLean County Recorder of Deeds Office, said point being on the east right of way line of Airport Road, thence N.00°-10'-57"W, 859.98 feet on said east right of way line of Airport Road to the north line of the SW.1/4 of Section 19; thence S.89°-48'-49"E, 710.47 feet on said north line of the W.1/2 of the SW.1/4 of Section 19; thence southeasterly 192.43 feet on a non-tangential curve concave to the northeast having a central angle of 12°-16'-39", a radius of 898.00 feet and chord of 192.06 feet bearing S.77°-08'-64"E, from the last described course; thence S.08°-39'-34"W, 106.12 feet; thence southeasterly 50.24 feet on a tangential curve concave to the northeast having a central angle of 08°-40'-16", a radius of 332.00 feet and a chord of 50.20 feet bearing S.12°-58'-20"W, from the last described course; thence S.17°-18'-40"W, 156.61 feet to the northeast corner of Trails on Sunset Lake Subdivision 1st Addition, according to the Plat thereof recorded as Document No. 2013-30772 in the McLean County Recorder of Deeds Office, also being the northeast corner of Canyon Creek Drive; thence N.72°-41'-30"W, 60.00 feet to the northwest corner of said Canyon Creek Drive; thence S.17°-18'-40"W, 27.05 feet on the west right of way line of said Canyon Creek Drive; thence southeasterly on the west right of way line of said Canyon Creek Drive 8.72 feet on a tangential curve concave to the southeast having a central angle of 01°-30'-19", a radius of 332.00 feet and a chord of 8.72 feet bearing S.16°-33'-31"W, from the last described course to the northeast corner of Lot 135 in said Trails on Sunset Lake Subdivision 1st Addition; thence N.87°-31'-49"W, 144.41 feet to the northwest corner of said Lot 135; thence northeasterly 30.29 feet on a non-tangential curve concave to the southeast having a central angle of 01°-17'-31", a radius of 900.00 feet and a chord of 20.29 feet bearing N.16°-00'-47"E, from the last described course to the northeast corner of Weatherby Way in said Trails on Sunset Lake Subdivision 1st Addition; thence N.73°-20'-27"W, 60.00 feet to the northeast corner of Outlot 4 in said Trails on Sunset Lake Subdivision 1st Addition; thence N.89°-48'-49"W, 233.88 feet to the northwest corner of Outlot 5 in said Trails on Sunset Lake Subdivision 1st Addition; thence S.00°-10'-57"E, 221.85 feet to the southwest corner of said Outlot 5; thence S.89°-47'-14"W, 41.07 feet to the northwest corner of Lot 141 in said Trails on Sunset Lake Subdivision 1st Addition; thence S.00°-12'-46"E, 125.00 feet to the southwest corner of said Lot 141; thence S.89°-47'-14"W, 53.72 feet to the northwest corner of Table Rock Circle right of way in said Trails on Sunset Lake Subdivision 1st Addition at the intersection of the northerly extension of the west line of Lot 111 in said Trails on Sunset Lake Subdivision 1st Addition; thence S.00°-12'-46"E, 190.85 feet to the southwest corner of said Lot 111; thence S.89°-47'-14"W, 230.38 feet to the Point of Beginning, containing 9.97 acres, more or less, with assumed bearings given for description purposes only.

PRELIMINARY PLAN NOTES

- THIS SITE CONTAINS 9.97 ACRES AND IS TO BE SUBDIVIDED INTO 48 LOTS AND 5 OUTLOTS. LOTS 201-204, 221-244 AND OUTLOTS 1, 3, AND 5 SHALL BE ZONED R-2. LOTS 235-236, 245-246, AND OUTLOTS 2 AND 4 SHALL BE ZONED R-1B.
- TOPOGRAPHIC INFORMATION IS FROM SURVEYS MADE BY LEWIS, YOCKEY & BROWN, INC. DATED OCTOBER 2012.
- NO PORTION OF THIS PROPERTY LIES WITHIN THE SPECIAL FLOOD HAZARD ZONE AS SHOWN ON FLOOD INSURANCE RATE MAP 171130D158 REVISED JUNE 16, 2009.
- OUTLOTS 1-3, 5, AND 6 SHALL BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION.
- ALL OUTLOTS SHALL BE GENERAL PURPOSE UTILITY EASEMENTS.
- THERE SHALL BE NO ACCESS FROM LOTS 235-236 ALONG CANYON CREEK ROAD, FROM LOTS 233-234 ALONG SHEPARD ROAD, AND FROM LOTS 203-210 ALONG AIRPORT ROAD.
- ON STREET PARKING SHALL BE PROHIBITED ON ONE SIDE OF THE STREETS AS SHOWN ON THE PRELIMINARY PLAN KEY SHEET.
- ALL STREETS ARE TO BE CONSTRUCTED IN PUBLIC RIGHTS-OF-WAY AND DEDICATED TO THE TOWN OF NORMAL.
- PASSING SPACES FOR PUBLIC SIDEWALKS WILL BE PROVIDED BY WIDENING OF THE SIDEWALK FROM 4 FEET TO 5 FEET IN WIDTH WITHIN THE LIMITS OF THE PUBLIC RIGHT-OF-WAY AT ALL DRIVEWAYS. DRIVEWAY INTERVALS WILL NOT EXCEED 200 FEET.
- SANITARY SEWERS, STORM SEWERS, AND WATER MAINS SHALL BE CONSTRUCTED IN PUBLIC RIGHTS-OF-WAY OR EASEMENTS AND DEDICATED TO THE TOWN OF NORMAL. ALL RESIDENTIAL UNITS SHALL HAVE "OVERHEAD" SANITARY SEWER SERVICES INSTALLED.
- STORM WATER SHALL BE DIRECTED TO THE "WET-BOTTOMED" DETENTION BASIN LOCATED IN THE TRAILS ON SUNSET LAKE SUBDIVISION ON OUTLOT 4B, PREVIOUSLY CONSTRUCTED TO ACCEPT SAID STORM WATER.
- ALL LOTS SHALL BE SERVED WITH A SUMP PUMP DISCHARGE TILE.
- DRAINAGE CALCULATIONS, CROSS SECTIONS OF PROPOSED DRAINAGE WAYS, LOT DRAINAGE, SUMP PUMP DRAIN LINES, AND EROSION CONTROL PLAN WILL BE SUBMITTED AS A PART OF THE CONSTRUCTION PLANS TO BE APPROVED BY THE TOWN ENGINEER.

PRELIMINARY PLAN WAIVERS

- STREET WIDTH TO BE 26 FEET BACK TO BACK OF CURBS IN LIEU OF 21 FEET BACK TO BACK.
- REQUEST 10-FOOT WAIVER OF REQUIRED 35 FEET REAR YARD OF ALL R-1B LOTS TO ALLOW A 25 FEET REAR YARD.
- REQUEST 10-FOOT WAIVER OF REQUIRED 35 FEET REAR YARD OF ALL R-2 LOTS TO ALLOW A 25 FEET REAR YARD.

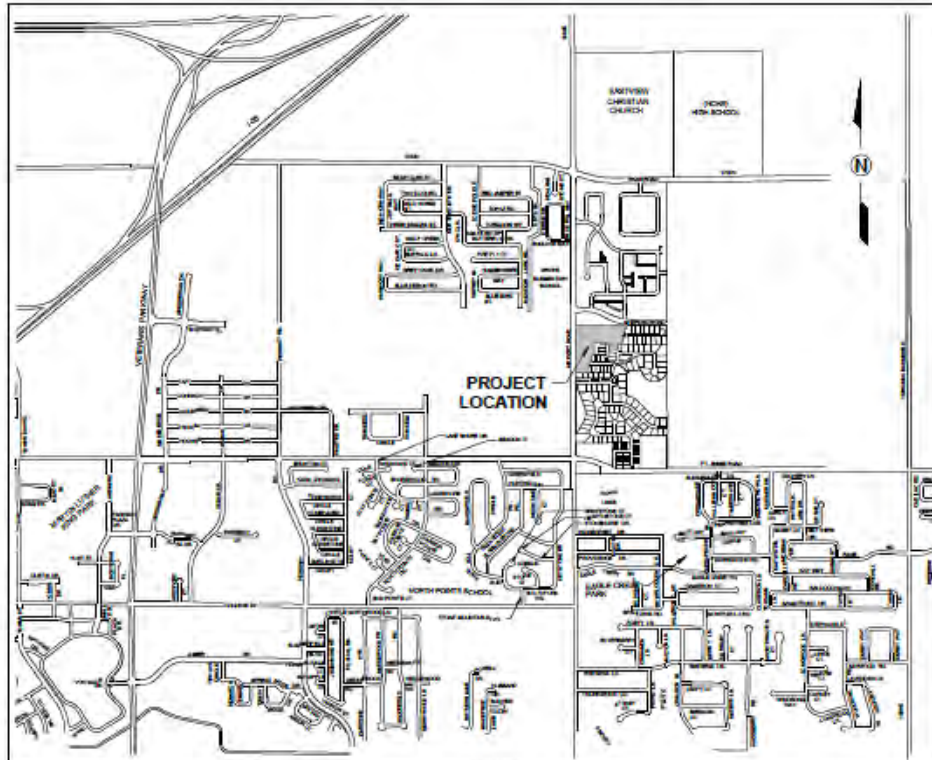
OWNER/DEVELOPER: TRAILS ON SUNSET LAKE LLC
C/O B.J. ARMSTRONG
2401 EAST EMPIRE STREET
SUITE B
BLOOMINGTON, IL 61704
PHONE: (309) 663-2045

A HEARING WAS HELD FOR THE SUBDIVISION SHOWN HEREON AND THE FOLLOWING ACTION WAS TAKEN:
DATE: _____ 20__
BY: _____
CHAIRPERSON, NORMAL PLANNING COMMISSION

NOTICE OF APPROVAL OF PRELIMINARY PLAN

"NOTICE IS HEREBY GIVEN THAT THE PRELIMINARY PLAN OF THE SUBDIVISION SHOWN HEREON HAS RECEIVED APPROVAL BY THE BOARD OF TRUSTEES OF NORMAL, ILLINOIS, UPON COMPLIANCE BY THE SUBDIVIDER WITH REQUIREMENTS OF QUALIFICATIONS GOVERNING THE APPROVAL OF PRELIMINARY PLANS WITH OTHER REVISIONS AND STIPULATIONS THAT MAY BE REQUIRED. THE BOARD OF TRUSTEES WILL RECEIVE THE FINAL PLAN FOR CONSIDERATION WHEN SUBMITTED BY THE SUBDIVIDER IN SUCH FORM AND WITHIN SUCH TIME AS REQUIRED BY THIS CODE."

THE BOARD OF TRUSTEES OF NORMAL, ILLINOIS
DATE: _____ 20__
BY: _____
ATTEST: _____
TOWN CLERK



LOCATION MAP
NO SCALE

LEGEND	
---	BOUNDARY OF SUBJECT PREMISES
---	SECTION LINE
•	5/8" IRON ROD FOUND
•	MAG NAIL
---	EASEMENT LIMITS
---	BUILDING SETBACK (25' UNLESS OTHERWISE NOTED)
---	EXISTING FENCE
○	EXISTING SANITARY MANHOLE
---	EXISTING SANITARY SEWER
---	EXISTING HYDRANT
---	EXISTING WATER VALVE
---	EXISTING WATER MAIN
○	EXISTING STORM MANHOLE
---	EXISTING STORM INLET
---	EXISTING FLARED END SECTION
---	EXISTING STORM SEWER
---	EXISTING LIGHT POLE
---	UTILITY POLE
---	GUY ANCHOR
---	TELEPHONE PEDESTAL
---	ELECTRICAL PEDESTAL
---	CATV PEDESTAL
---	SIGN
---	EXISTING CONTOUR
---	EXISTING FLOOD ROUTE
---	PROPOSED NO PARKING
---	PROPOSED OR EXISTING INVERT
---	PROPOSED OR EXISTING FLOW DIRECTION
---	PROPOSED SANITARY MANHOLE
---	PROPOSED SANITARY SEWER
---	PROPOSED HYDRANT
---	PROPOSED WATER VALVE
---	PROPOSED WATER MAIN
---	PROPOSED STORM MANHOLE
---	PROPOSED STORM INLET
---	PROPOSED STORM SEWER
---	PROPOSED LIGHT POLE
---	PROPOSED PAVEMENT ELEVATION
---	PROPOSED FLOOD ROUTE

INDEX OF SHEETS

SHEET NO.	DESCRIPTION
1	COVER SHEET
2	KEY SHEET
3	PLAN SHEET

DAVID P. BROWN, ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 2726, DO HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE PLAT SHOWN HEREON IS AN ACCURATE REPRESENTATION OF A SURVEY MADE UNDER MY DIRECTION.
DATE: 08/10/2024
DAVID P. BROWN ILS NO. 2726

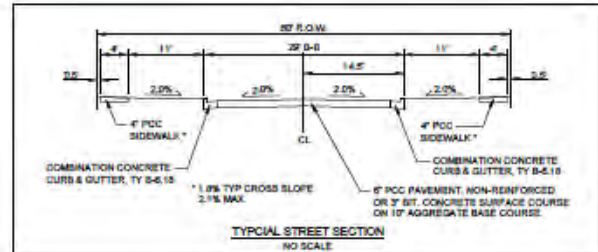


EXP. DATE 11/02/2024

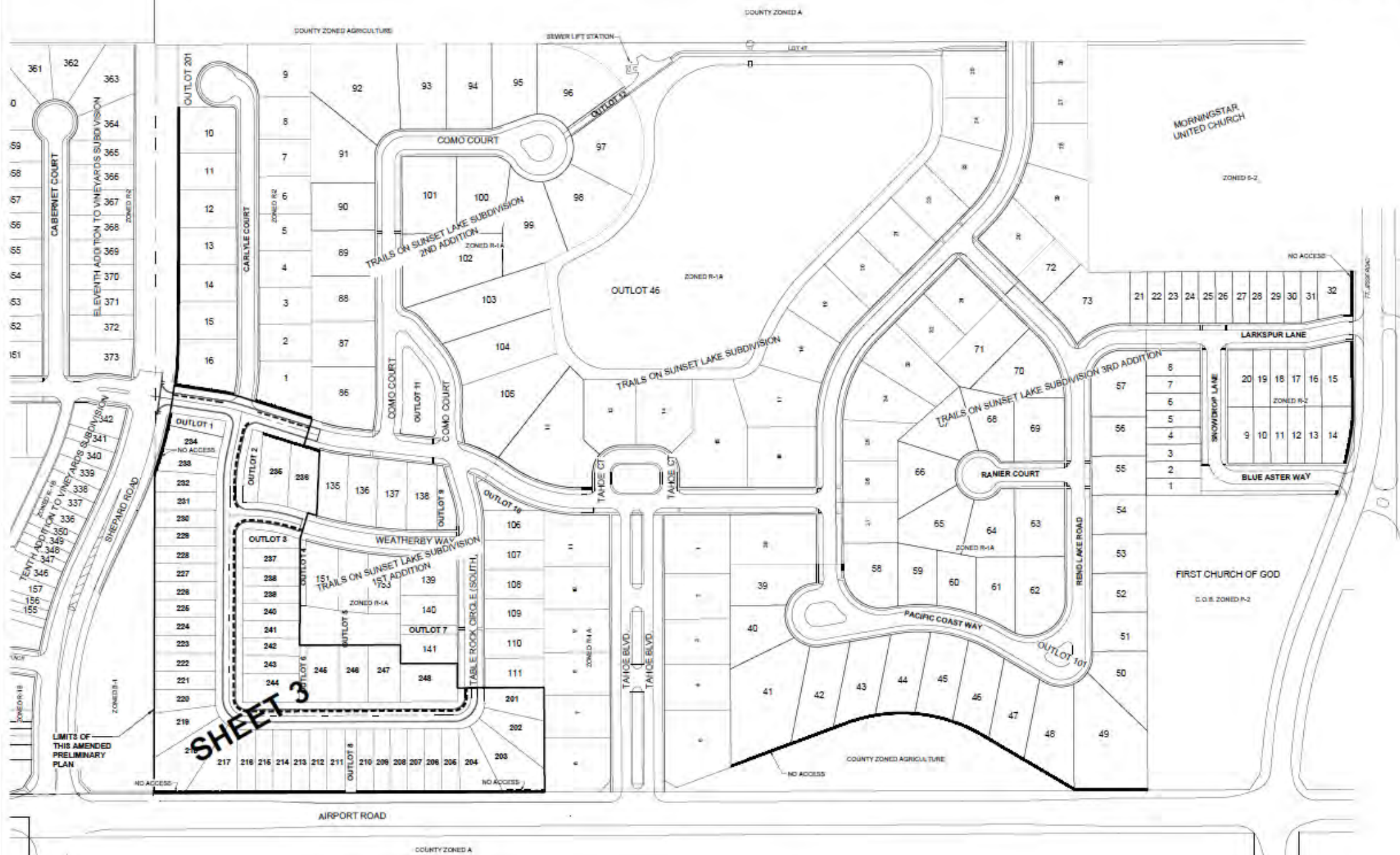
THIS PRELIMINARY PLAT WAS PREPARED BY LEWIS, YOCKEY & BROWN, INC., 505 NORTH MAIN STREET, BLOOMINGTON, ILLINOIS.
DATE: 08/10/2024
ERIN L. ESTABROOK ILS NO. 81348

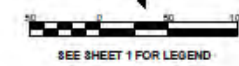


EXP. DATE 11/02/2025



TYPICAL STREET SECTION
NO SCALE





SEE SHEET 1 FOR LEGEND

**CURVE #1
BOUNDARY
CURVE DATA**
Δ = 12°-16'-32"
R = 188.00'
L = 152.43'
C = 152.43'
CB = 5.77'-06"-04"E

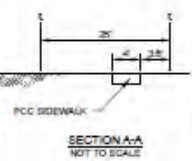
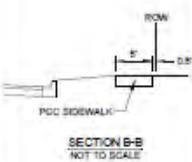
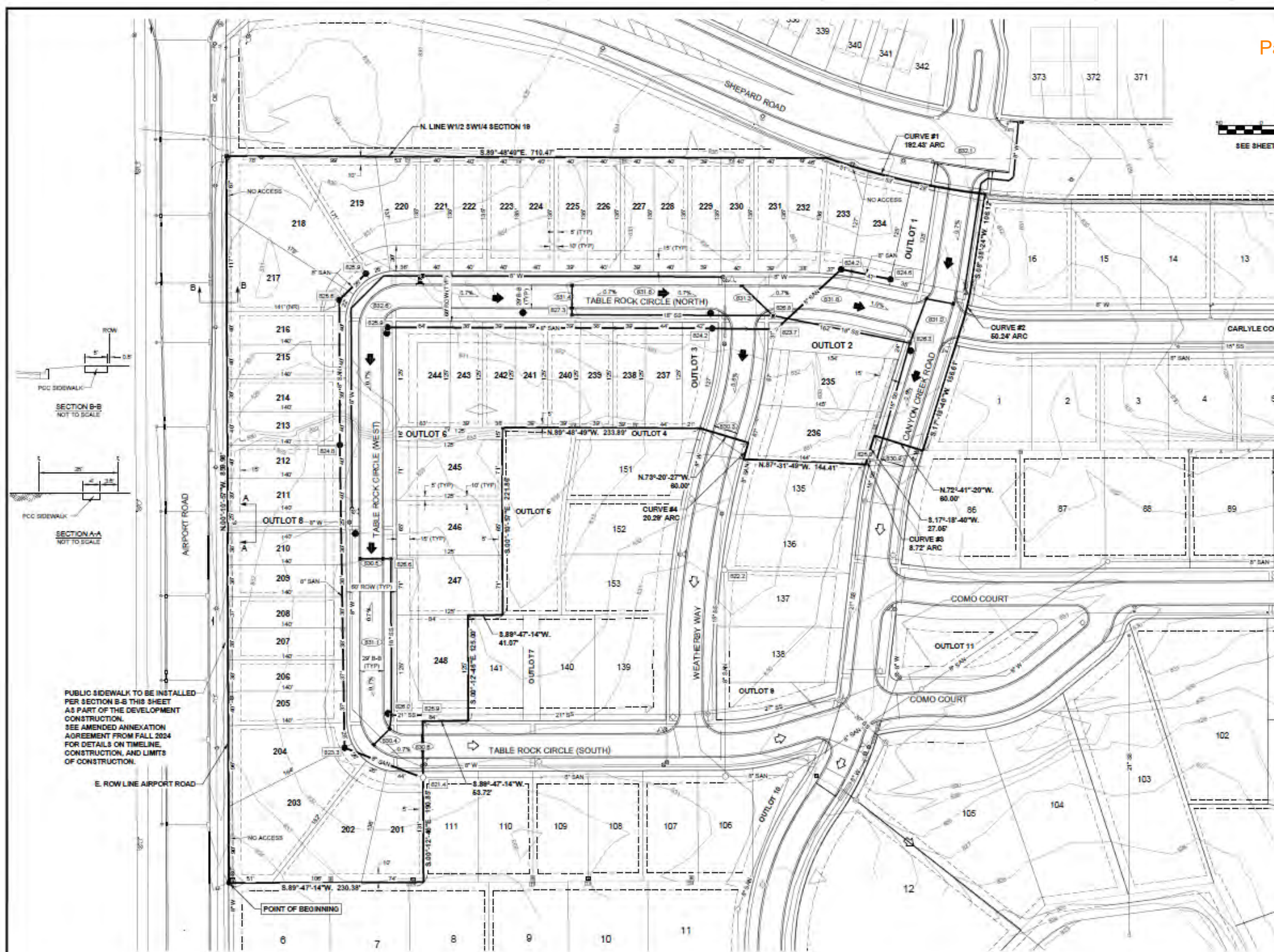
**CURVE #2
BOUNDARY
CURVE DATA**
Δ = 08°-42'-18"
R = 332.00'
L = 80.24'
C = 80.24'
CB = 5.12'-58"-20"W

**CURVE #3
BOUNDARY
CURVE DATA**
Δ = 01°-35'-12"
R = 332.00'
L = 8.72'
C = 8.72'
CB = 5.18'-33"-01"W

**CURVE #4
BOUNDARY
CURVE DATA**
Δ = 01°-35'-12"
R = 332.00'
L = 20.29'
C = 20.29'
CB = 5.18'-00"-47"E

REVISED:	-
06/16/2024	-
06/21/2024	-
-	-
-	-
PR:	0096/00947
DRI:	ELL
DRI:	ELL
APP:	DPS

AMENDED PRELIMINARY PLAN
FOR A PORTION OF
TRAILS ON SUNSET LAKE SUBDIVISION
NORMAL, ILLINOIS
PLAN SHEET



Amended Preliminary Subdivision Plan

Case #: 24-09-09-PC

Applicant: Trails on Sunset Lake, LLC

Location: Northwest portion of the Trails on Sunset Lake Subdivision

Date: September 5, 2024

Summary: The proposed amendment to the preliminary subdivision plan would convert 26 lots currently planned for detached, single-family residences to 42 attached, single-family residences.

Staff Recommendation: Approval

Background

A thorough history of the Trails on Sunset Lake Subdivision can be found in the previous staff report.

Presuming that the rezoning from R-1B to R-2 is approved, as described in the previous report, the applicant is also requesting an amendment to the current preliminary subdivision plan as it pertains to the 9.97 +/- acre unplatted area west of Canyon Creek Road, shown in Exhibit 1.

The currently approved plan for that area (Exhibit 2) includes the following:

- 48 lots for detached, single-family homes adjacent to the Table Rock Circle loop
- Outlots 1-3 (HOA-owned green spaces)
- Outlot 5 (HOW-owned common green/recreational space)
- Outlot 4, 6, and 7 (sidewalk access to the shared green space in Outlot 5)
- Outlot 8 (sidewalk connection to Airport).

Within this area, 16 lots have been platted and built, and Outlots 4, 5, and 7 have been platted and are currently maintained by the HOA. Note that to date, Outlots 4 and 7 have not been improved with pedestrian walkways to provide access to the large green space contained within Outlot 5. It is the expectation that walkways will be installed within the Outlots 4, 6, and 7 as the rest of Table Rock Circle builds out.

Current Proposal

The proposed amendment to the preliminary plan for the unplatted area (Exhibit 3) includes the following:

- Converting 26 of the 32 remaining detached, single-family lots to 42 attached, single-family lots (Lots 201-234 and 237-244). The remaining 6 lots (Lots 235-236 and 245-248) would remain as detached, single-family homes (zoned R-1B).
- Leaving Outlots 1-3, 6 and 8 as planned.

As part of the amended preliminary subdivision plan, the developer is also requesting rear yard setback variances to permit 25-foot rear yards for all the lots rather than the code minimum 35-foot rear yards and to permit 29-foot street widths with parking allowed only on one side rather than the code minimum 31-foot width. These are both in accordance with variances approved in the original and amended annexation agreements.

The applicant or their representative will be present during the public hearing to answer questions.

Adjacent Zoning

Property	Zoning District	Land Use
Subject Property	R-1B Single Family Residential	Undeveloped
Adjacent North	B-1 General Business	Undeveloped
Adjacent East	R-1B Single Family Residential R-2 Mixed Residential	Single-family residences Undeveloped
Adjacent South	R-1A Single Family Residential R-1B Single Family Residential	Single-family residences Single-family residences
Adjacent West	County Agriculture	Agriculture

Staff Analysis

The code regulations pertaining to subdivisions are found with Chapter 16 Subdivision Code, not the zoning code (which is Chapter 15). The first step to subdividing and developing land is to create a preliminary subdivision plan, as required by Sec. 16.3-2. The preliminary plan includes elements such as future public roadway alignments, connections to adjacent properties, and utility alignments in order to ensure orderly growth and development over time.

Sec. 16.2-3 of the Municipal Code sets forth the purpose for the subdivision regulations. The overarching goals of subdivision review and approval are to ensure the orderly growth of Normal in a manner that does not negatively impact the Town's growth and development nor the health and welfare of the citizens. The criteria are listed below, accompanied by the staff analysis:

A. To protect, provide and promote the public health, safety and general welfare of the Town;

The area is already zoned for single-family residences. The proposed change from 26 detached, single-family residences to 42 attached, single-family residences should have no appreciable impact on general public health, safety and general welfare.

B. To guide the future growth and development of the Town, in accordance with the Comprehensive Plan;

The Comprehensive Plan calls for denser residential development and a greater variety of housing styles. The proposed amendment to provide attached, single-family zoning in an existing single-family neighborhood will help achieve both goals.

C. To provide for adequate light, air and privacy, to secure safety from fire, flood, and other danger, and to prevent overcrowding of the land and undue congestion of population;

The layout of the lots would meet this goal, as each lot would have adequate green spaces, building setbacks and the like. Even with the proposed increased density, the area will be fairly low-density.

D. To protect the character and the social and economic stability of all parts of the Town and to encourage the orderly and beneficial development of all parts of the community;

The change to attached, single-family lots will help provide needed additional housing in an area already slated for residential development. It is common to have attached and detached single-family lots adjacent to one another.

E. To protect and conserve the value of land throughout the Town and the value of buildings and improvements upon the land, and to minimize the conflicts among the uses of land and buildings;

It is common to have attached and detached single-family lots adjacent to one another. Thus, Town staff believes this amended preliminary plan will conserve land values and will not result in conflicts.

F. To guide public and private policy and action in order to provide adequate and efficient transportation, water, sewerage, schools, parks, playgrounds, recreation and other public requirements and facilities;

The provision of these services and amenities is not significantly different between attached and detached single-family lots.

G. To provide the most beneficial relationship between the uses of land and buildings and the circulation of traffic throughout the Town, having particular regard to the avoidance of congestion in the streets and highways, and the pedestrian traffic movements appropriate to the various uses of land and buildings, and to provide for the proper location and width of streets and building setback lines;

The Town has steadily been moving in the policy direction of denser housing and narrower public streets in appropriate locations. The proposed amended preliminary subdivision plan achieves modestly higher density by changing an area of detached residences to attached residences. The density is further enhanced by reduced setbacks, which were approved as part of a previous annexation agreement amendment. Furthermore, this development always contemplated narrower street widths as long as parking is prohibited on one side, as is proposed.

H. To establish reasonable standards of design and procedures for subdivisions and re-subdivisions, in order to further the orderly layout and use of land, and to insure proper legal descriptions and monumenting of subdivided land;

The proposal meets all standards for preliminary subdivision.

I. To ensure that public facilities are available and will have a sufficient capacity to serve the proposed subdivision and areas reasonably anticipated to be served by such facilities;

Public utilities and services are already adjacent to this proposed development.

J. To prevent the pollution of air, streams, and ponds; to assure the adequacy of drainage facilities; to safeguard the water table; and to encourage the wise use and management of natural resources throughout the Town in order to preserve the integrity, stability and beauty of the community and the value of the land;

The proposed preliminary plan corresponds with the engineering and design of the rest of the Trails on Sunset Lake Subdivision, and all stormwater will drain to the existing basin to the east.

K. To preserve the natural beauty and topography of the Town and to insure appropriate development with regard to these natural features;

The area in question is relatively flat and has been farmed for many decades. As a result, there are no notable features to be preserved.

L. To provide for open spaces through the most efficient design and layout of the land, including the use of average density in providing for minimum width and area of lots, while preserving the density of land as established in the Town's zoning ordinance.

The adjacent platted area includes a common green space (Outlot 5) for the residents to enjoy.

Town Staff Recommendation

For these reasons, Town staff recommends in favor of the amended preliminary subdivision plan as proposed.

Town Council Action Report

October 21, 2024

Resolution Approving an Amended Preliminary Subdivision Plan for a Portion of the Trails on Sunset Lake Subdivision (East of Airport Road and South of Shepard Road) – Carlyle Court

Prepared By: Mercy Davison, Town Planner
Reviewed By: Pamela S. Reece, City Manager
Jason Querciagrossa, Corporation Counsel
Greg Troemel, Director of Inspections
Ryan Otto, Director of Public Works

Staff Recommendation: Approval

Planning Commission Recommendation: Approval

Attachments: Proposed Resolution; Aerial and Zoning Maps; Current Preliminary Subdivision Plan; Proposed Amended Preliminary Subdivision Plan; Staff Report to the Planning Commission; Minutes of the September 5, 2024, and October 10, 2024, Planning Commission meeting are included in the Addendum.

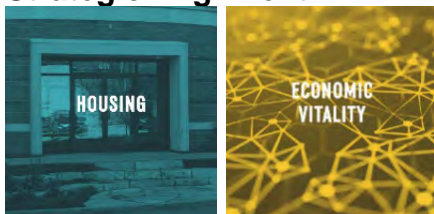
Community Impact

The amended preliminary plan would permit the development of attached single-family housing on an infill site, which would help serve a community need for more housing and for more varied housing styles.

Budget Impact

N/A

Strategic Alignment



Background

Since the approval of the original annexation agreement in 2007, the 5.3 +/- acres in the northeast portion of the Trails on Sunset Lake has been planned as a cul de sac. The land has

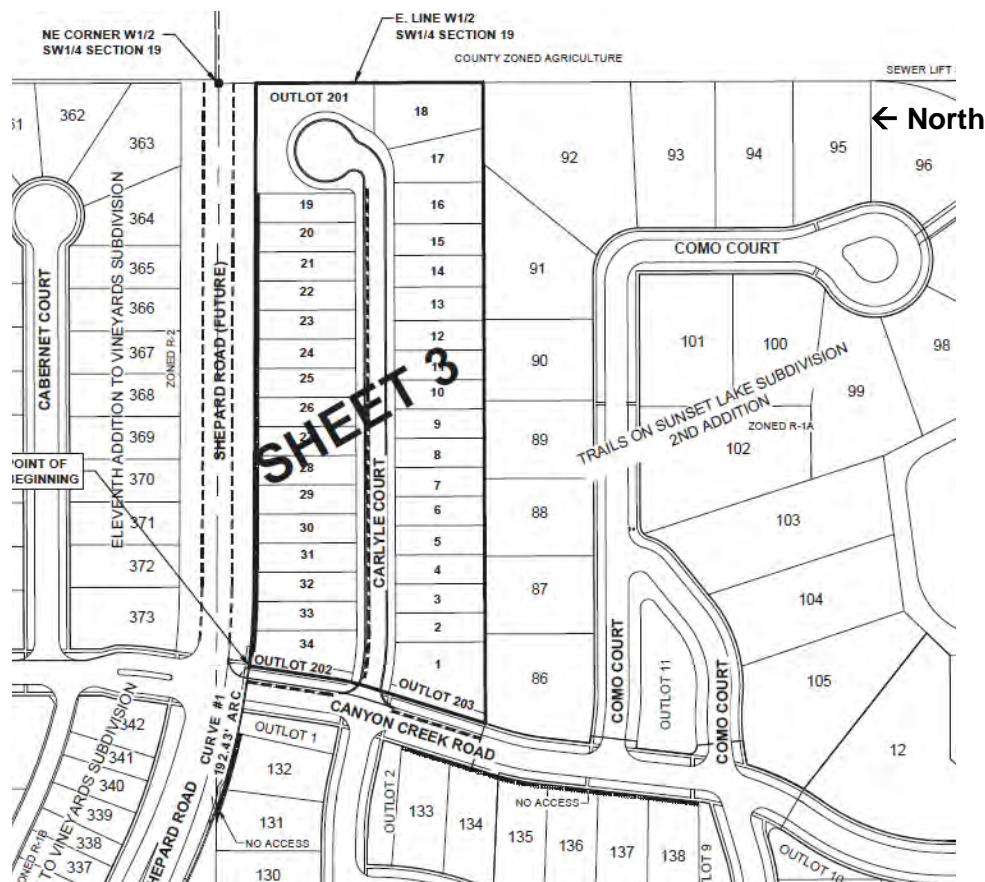
been zoned R-2 Mixed Residential since 2010. The earliest concept plan called for nine triplexes (27 units), but the most recently approved plan shows 16 lots for detached single-family residences. This most recent plan includes waivers for the following:

1. The number of units along the cul de sac (more than 8)
2. The length of the cul de sac (longer than 400 feet)
3. The width of the street pavement (29 feet rather than 31 feet)
4. The width of the right-of-way (50 feet rather than 60 feet)
5. 25-foot rear yard setbacks rather than the 35 feet required by code

At this time, the developer is proposing to amend the preliminary subdivision plan to show a return to attached, single-family housing. This would take the cul de sac from 16 units to 34 units. The following variances are also requested:

1. Re-approving the 25-foot rear yard setback variance for all lots.
2. Re-approving the street width at 29 feet rather than the 31 feet required by code.
3. Re-approving the public street right-of-way at 50 feet rather than the code-required 60 feet.
4. Re-approving a cul de sac longer than 400 feet with more than 8 lots.

The proposed amended preliminary plan also shows two outlots (202 and 203) adjacent to Canyon Creek Road and a larger outlot (201) on the east end of the cul de sac. An easement is shown through Outlot 201 for a future sidewalk connection to Shepard Road. All outlots would be used for general green space and would be owned and maintained by the HOA.



Proposed Preliminary Subdivision Plan outlined in black

Discussion

The Subdivision Code requires a preliminary subdivision plan as part of the process to subdivide property for development. The preliminary plan includes elements such as public roadway alignments, connections to adjacent properties, and utility alignments to ensure orderly growth and development over time. The Code also calls for development to consider existing infrastructure, the goals of the Comprehensive Plan, the preservation of property value, the sufficiency of public facilities and services, and the like.

Staff find the proposed amended preliminary subdivision plan for the northeast area of the Trails on Sunset Lake Subdivision to meet these goals. First, the change to attached single-family will have a negligible impact on the adjacent roadways and utilities. Second, the increased density meets the goals of the Comprehensive Plan. Third, although denser, the proposed lot layout would not have a negative impact on general public health, safety, or welfare nor would it negatively impinge on open space, light, or the like. Fourth, it is very common to find attached housing adjacent to detached housing in Normal.

Town staff support the proposed variances for the same reasons staff supported similar, previously approved variances. In addition, the setback variance will permit larger residential units within a denser lot configuration. The street width variance matches what has already been built in the neighborhood.

For these reasons, staff sent a positive recommendation to the Planning Commission. As was more fully described in a previous Council Action Report, the testimony offered by residents at both the September 5 and October 10 public hearings focused on their opposition to the increased density and what they believe would be a negative impact on their property values and quality of life. Following its findings of fact, the Planning Commission voted 6-0 in support of the proposed amended preliminary subdivision plan with all related variances.

Based on the reasoning above and the Planning Commission recommendation, Town staff recommend the Town Council approve the amended plan as proposed with related variances.

Keywords: Amended Preliminary Subdivision Plan; Trails on Sunset Lake; Carlyle Court

RESOLUTION NO. _____

RESOLUTION APPROVING AN AMENDED PRELIMINARY SUBDIVISION PLAN
FOR A PORTION OF THE TRAILS ON SUNSET LAKE SUBDIVISION (EAST OF
AIRPORT ROAD AND SOUTH OF SHEPARD ROAD) – CARLYLE COURT

WHEREAS, The Town Council previously approved a preliminary subdivision plan for the Trails on Sunset Lake Subdivision.

WHEREAS, The Town has received an application for an amended preliminary subdivision plan for a portion of the subdivision.

WHEREAS, On October 10, 2024, after notice and hearing as required by law, the Planning Commission recommended the approval of the amended preliminary subdivision plan.

WHEREAS, It is in the best interest of the citizens of Normal to approve the amended preliminary subdivision plan.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

SECTION 1. This resolution pertains to the amended preliminary subdivision plan on file in the Office of the Town Clerk titled *Amended Preliminary Plan for a Portion of Trails on Sunset Lake Subdivision*, dated July 31, 2024.

SECTION 2. The amended preliminary development plan identified in section one is approved.

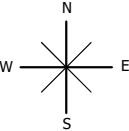
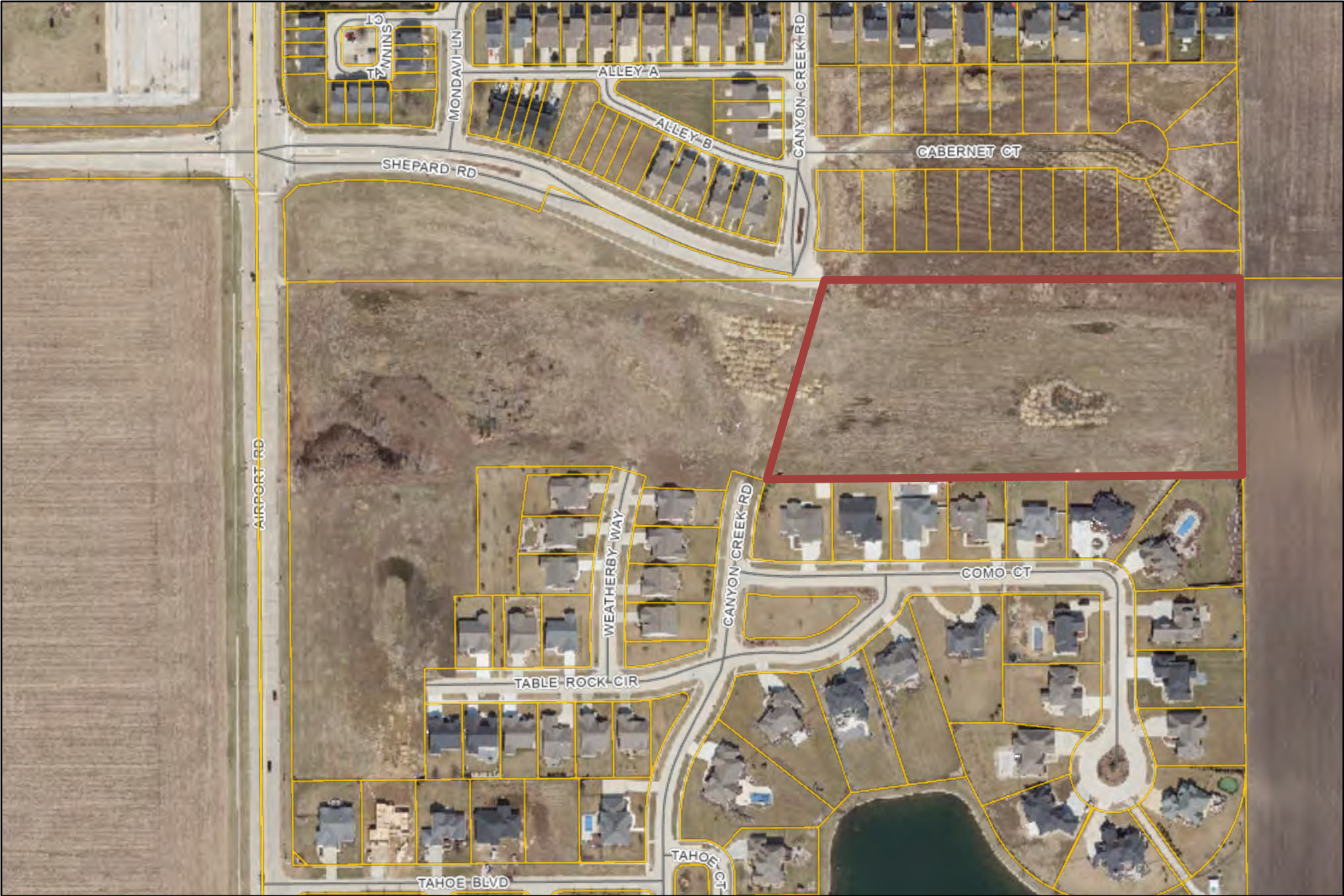
ADOPTED this ____ day of _____, 2024.

APPROVED:

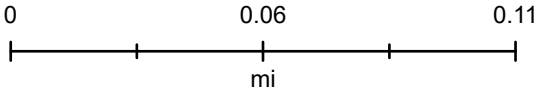
President of the Board of Trustees of the Town of
Normal, Illinois

ATTEST:

Town Clerk
(seal)

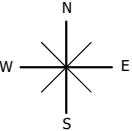
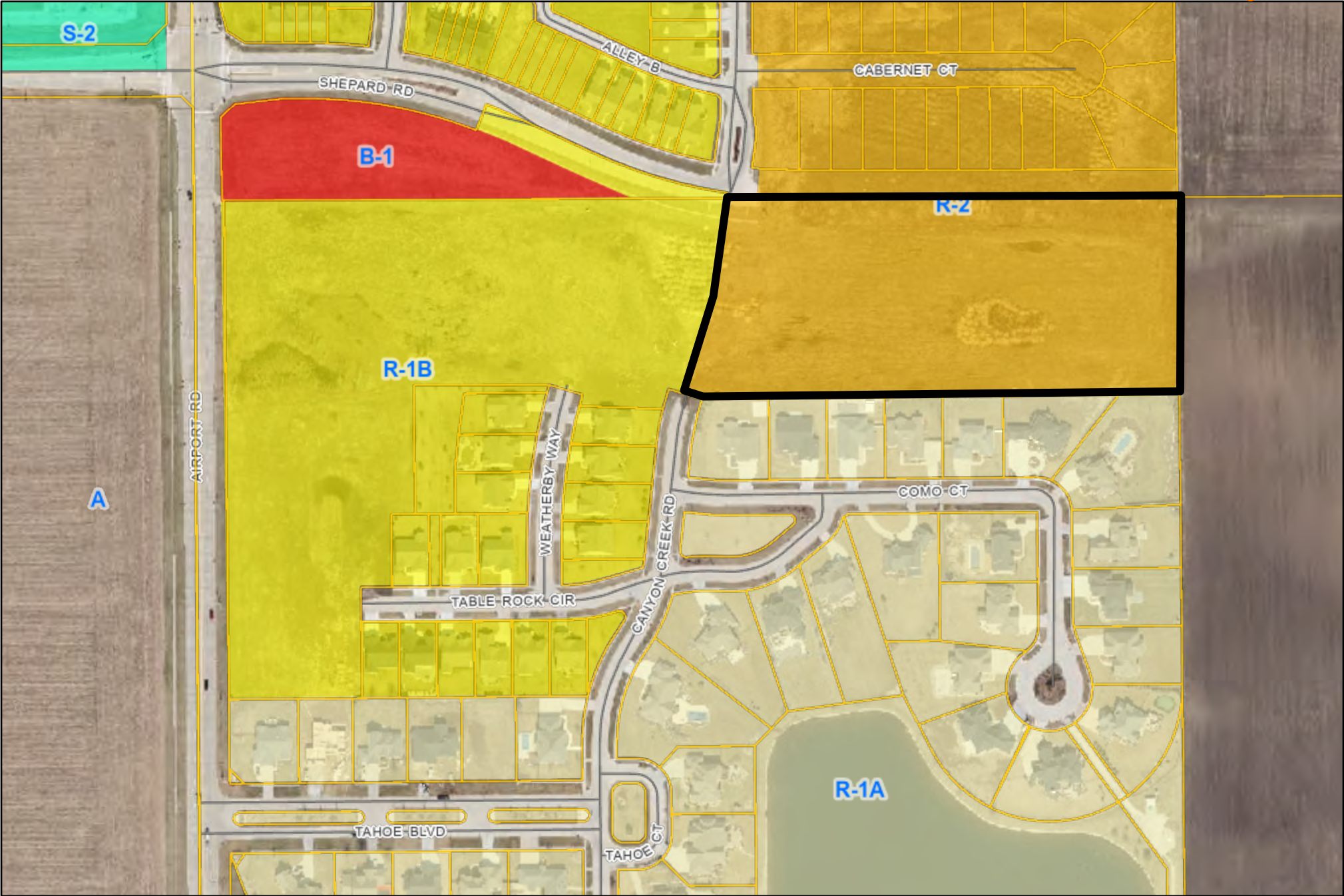


McGIS does not guarantee the accuracy of the information displayed. Only on-site verification or field surveys by a licensed professional land surveyor can provide such accuracy. Use for display and reference purposes only.

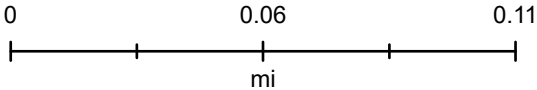


1 inch = 290 feet





McGIS does not guarantee the accuracy of the information displayed. Only on-site verification or field surveys by a licensed professional land surveyor can provide such accuracy. Use for display and reference purposes only.



1 inch = 290 feet



Current Preliminary Subdivision Plan



Packet Pg. 177

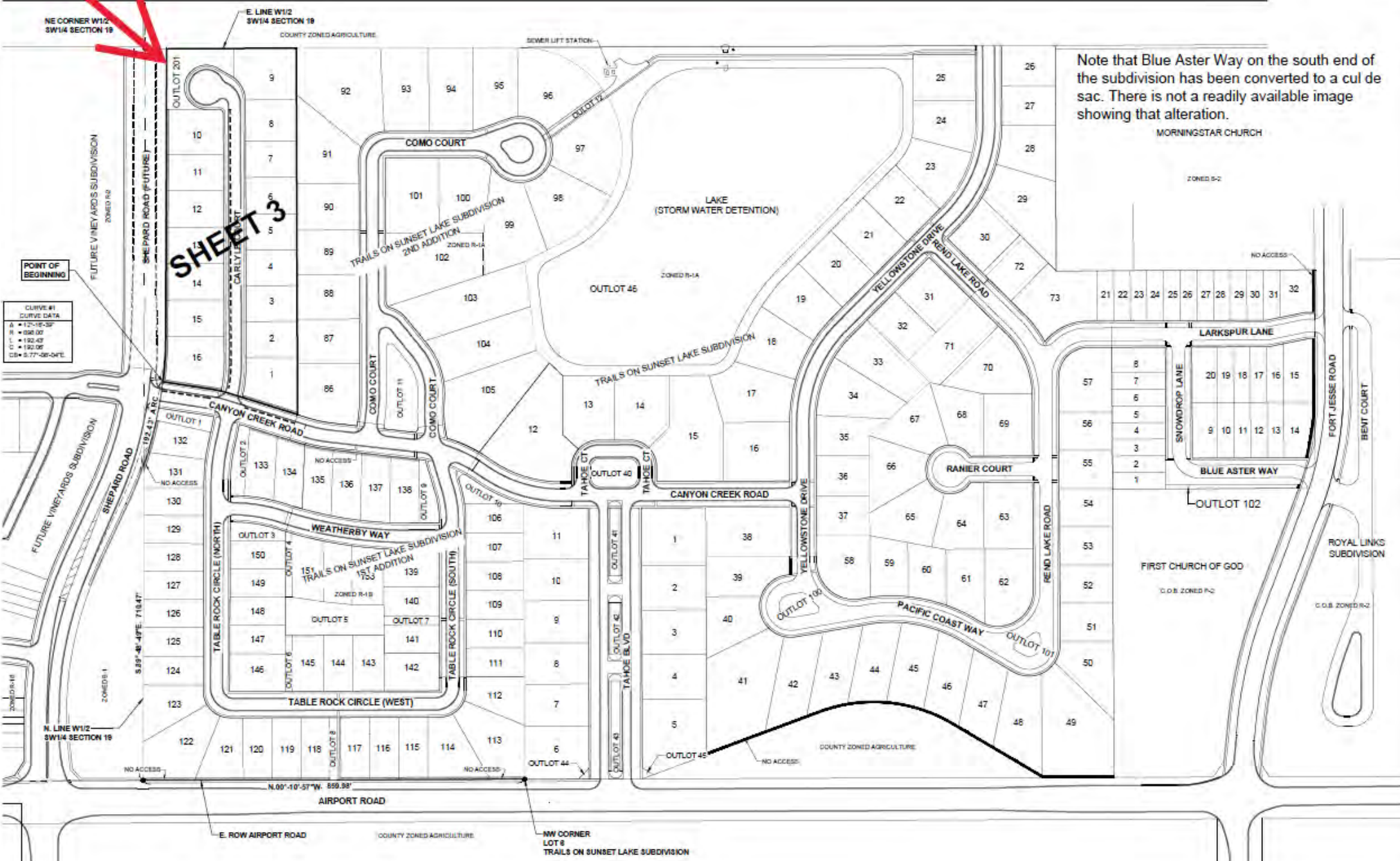
LYB
www.lybinc.com

Lewis, Yockey & Brown, Inc.
Consulting Engineers & Land Surveyors
Professional Design Firm Registration #184.000806
505 North Main Street, Bloomington, Illinois
PH: (309) 825-2552

REVISED	-
DATE	01/14/2022
BY	-
CHK	-
APP	-
DATE	03/09/2019
CHK	SL
APP	SL
DATE	01/19

AMENDED PRELIMINARY PLAN
FOR A PORTION OF
TRAILS ON SUNSET LAKE SUBDIVISION
NORMAL, ILLINOIS
KEY SHEET

SHEET
2
OF 3
JOB #
45123.05



OWNER/DEVELOPER: TRAILS ON SUNSET LAKE LLC
C/O B.J. ARMSTRONG
2401 EAST EMPIRE STREET
SUITE B
BLOOMINGTON, IL 61704
PHONE: (309) 663-2045

Legal Description

A part of the W1/2 of the SW1/4 of Section 19, Township 24 North, Range 3 East of the Third Principal Meridian, Town of Normal, McLean County, Illinois, more particularly described as follows: Commencing at the northwest corner of Lot 6 in Trails on Sunset Lake Subdivision, according to the Plat thereof recorded as Document No. 2009-29229 in the McLean County Recorder of Deeds Office, said point being on the east right of way line of Airport Road; thence N.00°-10'-57"W. 855.96 feet on said east right of way line of Airport Road to the north line of the W1/2 of the SW1/4 of Section 19; thence S.89°-48'-49"E. 710.47 feet on said north line of the W1/2 of the SW1/4 of Section 19; thence southeasterly 132.43 feet on a non-tangential curve concave to the northeast having a central angle of 1°-16'-39", radius of 898.00 feet and a chord of 152.06 feet bearing S.77°-08'-04"E. from the last described course, to the Point of Beginning; thence continuing southeasterly on said curve concave to the northeast 102.51 feet having a central angle of 0°-32'-25", radius of 898.00 feet and a chord of 102.45 feet bearing S.89°-32'-36"E. from the chord of the last described arc; thence S.89°-48'-49"E. 647.30 feet parallel with the north line of the W1/2 of the SW1/4 of said Section 19 to the east line of the W1/2 of the SW1/4 of said Section 19; thence S.00°-12'-46"E. 232.00 feet to the northeast corner of Lot 32 in Trails on Sunset Lake Subdivision 2nd Addition, according to the Plat thereof recorded as Document No. 2013-30773 in the McLean County Recorder of Deeds Office; thence S.89°-47'-14"W. 825.07 feet to the northwest corner of Lot 86 in said Trails on Sunset Lake Subdivision 2nd Addition; thence N.17°-18'-40"E. 156.61 feet; thence northeasterly 50.24 feet on a tangential curve concave to the northwest having a central angle of 0°-40'-16", radius of 332.00 feet and a chord of 50.20 feet bearing N.12°-58'-30"E. from the last described course; thence N.08°-38'-24"E. 106.12 feet to the Point of Beginning, containing 5.30 acres, more or less, with assumed bearings given for description purposes only.

PRELIMINARY PLAN NOTES

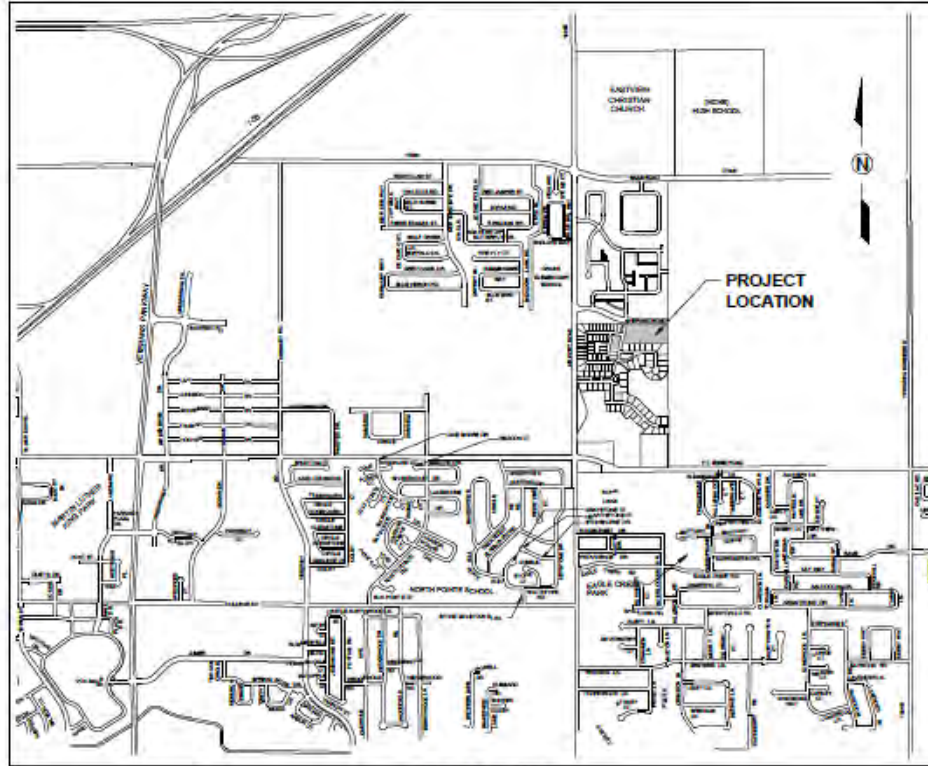
- THIS SITE CONTAINS 5.30 ACRES AND IS TO BE SUBDIVIDED INTO 34 LOTS AND 3 OUTLOTS. LOTS 1-34 SHALL BE ZONED R-2.
- TOPOGRAPHIC INFORMATION IS FROM SURVEYS MADE BY LEWIS, YOCKEY & BROWN, INC. DATED 2021.
- NO PORTION OF THIS PROPERTY LIES WITHIN THE SPECIAL FLOOD HAZARD ZONE AS SHOWN ON FLOOD INSURANCE RATE MAP COMMUNITY PANEL 170602 0318E MAP #17130018E REVISED JULY 15, 2006.
- ALL STREETS ARE TO BE CONSTRUCTED IN PUBLIC RIGHT-OF-WAY AND DEDICATED TO THE TOWN OF NORMAL.
- ON-STREET PARKING SHALL BE PROHIBITED ON ONE SIDE OF THE STREETS AS SHOWN ON THE KEY SHEET OF THE PRELIMINARY PLAN.
- THERE SHALL BE NO ACCESS FROM LOTS 16-34 ALONG SHEPARD ROAD.
- PASSING SPACES FOR PUBLIC SIDEWALKS WILL BE PROVIDED BY WIDENING OF THE SIDEWALK FROM 4 FEET TO 5 FEET IN WIDTH WITHIN THE LIMITS OF THE PUBLIC RIGHT-OF-WAY AT ALL DRIVEWAYS. DRIVEWAY INTERVALS WILL NOT EXCEED 200 FEET.
- OUTLOTS 201, 202, AND 203 SHALL BE OWNED AND MAINTAINED BY THE HOMEOWNERS ASSOCIATION.
- OUTLOTS 201, 202, AND 203 SHALL EACH BE A GENERAL PURPOSE UTILITY EASEMENT.
- SANITARY SEWERS, STORM SEWERS, AND WATER MAINS SHALL BE CONSTRUCTED IN PUBLIC RIGHT-OF-WAY OR EASEMENTS AND DEDICATED TO THE TOWN OF NORMAL. ALL RESIDENTIAL UNITS SHALL HAVE "OVERHEAD" SANITARY SEWER SERVICES INSTALLED.
- STORM WATER SHALL BE DEDICATED TO THE "WET-BOTTOMED" DETENTION BASIN LOCATED IN THE TRAILS ON SUNSET LAKE SUBDIVISION ON OUTLOT 46 PREVIOUSLY CONSTRUCTED TO ACCEPT SAID STORM WATER.
- ALL LOTS SHALL BE SERVICED BY A BUMP PUMP DISCHARGE LINE.
- DRAINAGE CALCULATIONS, CROSS SECTIONS OF PROPOSED DRAINAGE WAYS, LOT DRAINAGE, BUMP PUMP DISCHARGE LINES, AND EROSION CONTROL PLAN WILL BE SUBMITTED AS A PART OF THE CONSTRUCTION PLANS TO BE APPROVED BY THE TOWN ENGINEER.

PRELIMINARY PLAN PROVISIONS REQUESTED

- A WAIVER IS REQUESTED TO ALLOW 50-FOOT RIGHT-OF-WAY WIDTH ON CARLYLE COURT IN LIEU OF 65-FOOT RIGHT-OF-WAY WIDTH.
- A WAIVER IS REQUESTED TO STREET WIDTH OF 29 FEET FROM BACK OF CURB TO BACK OF CURB IN LIEU OF 31 FEET BACK TO BACK.
- A WAIVER IS REQUESTED TO ALLOW CUL-DE-SAC LENGTH IN EXCESS OF THE 400-FOOT PERMITTED BY CODE.
- A WAIVER IS REQUESTED TO ALLOW 34 LOTS TO FRONT ON A CUL-DE-SAC IN LIEU OF THE 8-LOT MAXIMUM PERMITTED BY CODE.
- A WAIVER IS REQUESTED TO ALLOW 25-FOOT REAR YARDS FOR ALL LOTS IN LIEU OF CODE-REQUIRED 35-FOOT REAR YARDS.

AMENDED PRELIMINARY PLAN FOR A PORTION OF TRAILS ON SUNSET LAKE SUBDIVISION

PART OF THE W.1/2 OF THE SW.1/4 OF SEC. 19, T.24N., R.3E.,
3P.M., TOWN OF NORMAL, MCLEAN COUNTY, ILLINOIS



LOCATION MAP
NO SCALE

PLANNING COMMISSION ACTION

A HEARING WAS HELD FOR THE SUBDIVISION SHOWN HEREON AND THE FOLLOWING ACTION WAS TAKEN:

DATE: _____ 20__

BY: _____
CHAIRPERSON, NORMAL PLANNING COMMISSION

NOTICE OF APPROVAL OF PRELIMINARY PLAN

"NOTICE IS HEREBY GIVEN THAT THE PRELIMINARY PLAN OF THE SUBDIVISION SHOWN HEREON HAS RECEIVED APPROVAL BY THE BOARD OF TRUSTEES OF NORMAL, ILLINOIS, UPON COMPLIANCE BY THE SUBDIVIDER WITH REQUIREMENTS OF QUALIFICATIONS GOVERNING THE APPROVAL OF PRELIMINARY PLANS WITH OTHER REVISIONS AND STIPULATIONS THAT MAY BE REQUIRED. THE BOARD OF TRUSTEES WILL RECEIVE THE FINAL PLAN FOR CONSIDERATION WHEN SUBMITTED BY THE SUBDIVIDER IN SUCH FORM AND WITHIN SUCH TIME AS REQUIRED BY THIS CODE."

THE BOARD OF TRUSTEES OF NORMAL, ILLINOIS

DATE: _____ 20__

BY: _____
PRESIDENT

ATTEST: _____
TOWN CLERK

LEGEND

---	BOUNDARY OF SUBJECT PREMISES
---	SECTION LINE
●	1/2" IRON ROD FOUND
+	MAG NAIL
---	EASEMENT LIMITS
○	EXISTING SANITARY MANHOLE
---	EXISTING SANITARY SEWER
---	EXISTING HYDRANT
---	EXISTING WATER VALVE
---	EXISTING WATER MAIN
---	EXISTING STORM MANHOLE
---	EXISTING STORM INLET
---	EXISTING STORM SEWER
---	EXISTING LIGHT POLE
---	UTILITY POLE
---	GRY ANCHOR
---	HANDHOLE
---	ELECTRICAL PEDESTAL
---	CATV PEDESTAL
---	WOODEN POST
---	EXISTING CONTOUR
---	EXISTING FLOOD ROUTE
---	PROPOSED NO PARKING
---	BUILDING SETBACK (25' UNLESS OTHERWISE NOTED)
---	PROPOSED OR EXISTING INVERT
---	PROPOSED OR EXISTING FLOW DIRECTION
---	PROPOSED SANITARY MANHOLE
---	PROPOSED SANITARY SEWER
---	PROPOSED HYDRANT
---	PROPOSED WATER VALVE
---	PROPOSED WATER MAIN
---	PROPOSED STORM MANHOLE
---	PROPOSED STORM INLET
---	PROPOSED STORM SEWER
---	PROPOSED LIGHT POLE
---	PROPOSED PAVEMENT ELEVATION
---	PROPOSED FLOOD ROUTE

INDEX OF SHEETS

SHEET NO.	DESCRIPTION
1	COVER SHEET
2	KEY SHEET
3	PLAN SHEET

I, DAVID P. BROWN, ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 2726, DO HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE PLAT SHOWN HEREON IS AN ACCURATE REPRESENTATION OF A SURVEY MADE UNDER MY DIRECTION.

DAVID P. BROWN

PLS NO. 2726

07/31/2024
DATE



THIS PRELIMINARY PLAT WAS PREPARED BY LEWIS, YOCKEY & BROWN, INC., 506 NORTH MAIN STREET, BLOOMINGTON, ILLINOIS.

Erin L. Estabrook
ERIN L. ESTABROOK
PLS NO. 51348

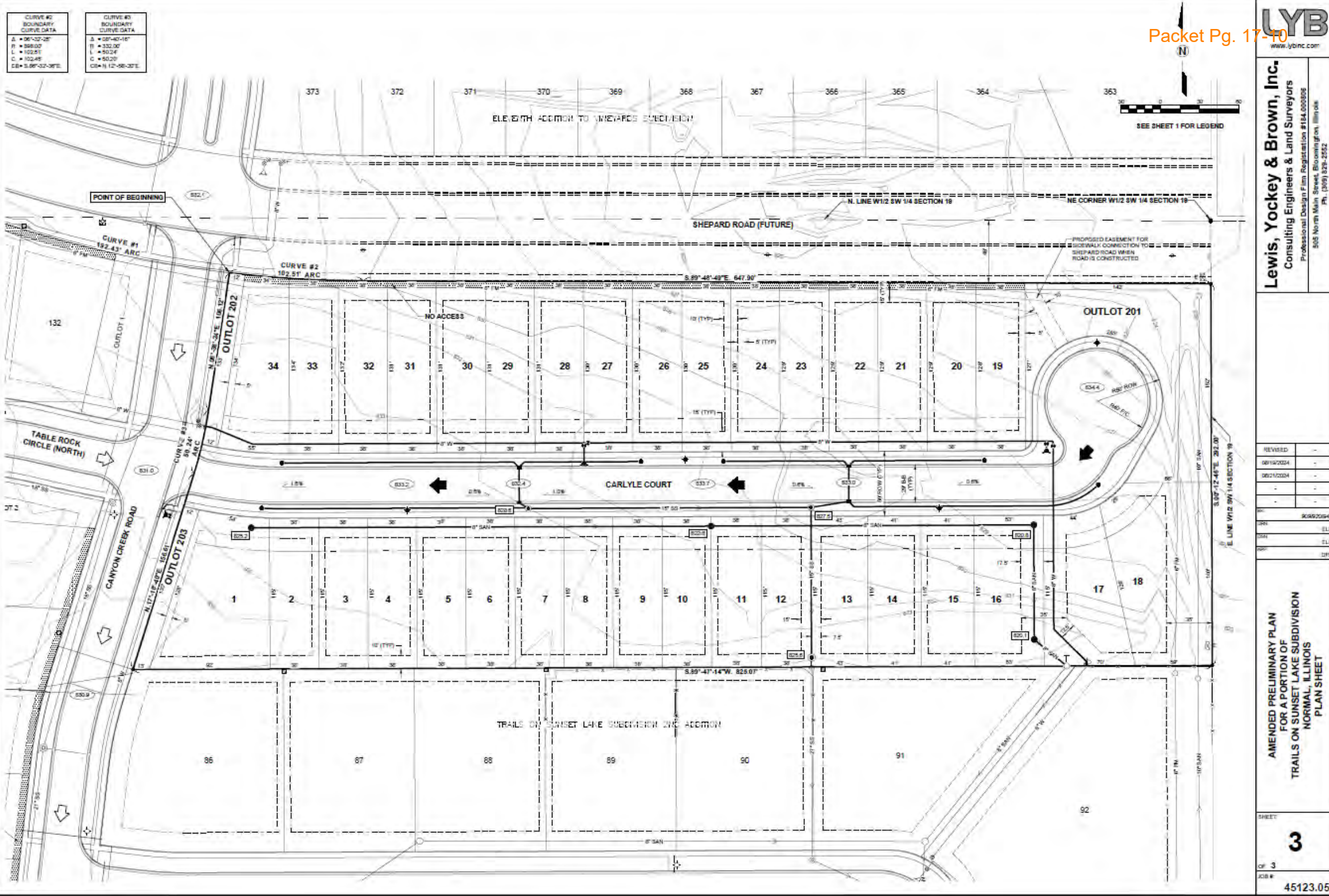
07/31/2024
DATE

EXP. DATE 11/03/2025

REVISED	-
09/19/2024	-
09/21/2024	-
-	-
-	-

JK: 904920547
TBL: ELB
JBN: ELB
APR: OFB





REVISED	-
08/12/2024	-
08/12/2024	-
-	-
-	-
BY	3049/20147
CHK	ELB
APP	ELB
DATE	07/15

AMENDED PRELIMINARY PLAN
FOR A PORTION OF
TRAILS ON SUNSET LAKE SUBDIVISION
NORMAL, ILLINOIS
PLAN SHEET

Amended Preliminary Subdivision Plan

Case #: 24-09-10-PC

Applicant: Trails on Sunset Lake, LLC

Location: Northeast portion of the Trails on Sunset Lake Subdivision

Date: September 5, 2024

Summary: The proposed amendment to the preliminary subdivision plan would convert 16 lots currently planned for detached, single-family residences to 34 attached, single-family residences.

Staff Recommendation: Approval

Background

A thorough history of the Trails on Sunset Lake Subdivision can be found in previous staff reports.

Exhibits 1 and 2 show a current aerial and zoning map of the northeast portion of the Trails on Sunset Lake. In 2007, the original annexation agreement called for this area to be zoned R-2 (Res. No. 4006), as shown on Exhibit 3, where the current applicant is proposing to build Carlyle Court. It was anticipated that the northeast corner would develop as a cul de sac rather than having a street through to the farm to the east.

As shown in Exhibit 4, in February 2010, the Town approved an Amended Preliminary Plan (Res. No. 4467) and a related Zoning Map Amendment (Ord. No. 5329) to establish R-2 Mixed Residential zoning in the northeast and northwest corners of the subdivision and to lay out cul de sacs in both areas. Per that plan, the Carlyle Court cul de sac was slated to have 9 triplexes (27 units). These were never built.

The most recent change in this part of the Trails on Sunset Lake was in 2022, when the Town Council approved an Amended Preliminary Subdivision Plan to permit 16 lots for detached, single-family residences on the cul de sac (now named Carlyle Court) and one outlot to be owned and maintained by the HOA (Res. No. 5965), as shown in Exhibit 5. Waivers were specifically approved for the number of units along the cul de sac, the length of the cul de sac, the width of the street pavement, the width of the right-of-way, and for 25-foot rear yard setbacks rather than the 35 feet required by code.

At this time, the developer is proposing the following amendment to the preliminary subdivision plan and related variances/waivers, as shown in Exhibit 6:

1. Returning to attached, single-family housing in the form of duplexes. Specifically, the request is for 34 duplex units.
2. Re-approving the 25-foot rear yard setback variance for all lots.
3. Re-approving the street width at 29 feet rather than the 31 feet required by code.
4. Re-approving the public street right-of-way at 50 feet rather than the code-required 60 feet.
5. Re-approving a cul de sac longer than 400 feet with more than 8 lots.

The proposed preliminary plan also shows two outlots (202 and 203) adjacent to Canyon Creek Road and a larger outlot (201) on the east end of the cul de sac. An easement is shown through

Outlot 201 for a future sidewalk connection to Shepard Road. All outlots would be used for general green space and would be owned and maintained by the HOA.

The applicant or their representative will be present during the public hearing to answer questions.

Adjacent Zoning

Property	Zoning District	Land Use
Subject Property	R-2 Mixed Residence	Undeveloped
Adjacent North	R-2 Mixed Residence	Single-family residences
Adjacent East	County Agriculture	Agriculture
Adjacent South	R-1A Single Family Residential	Single-family residences
Adjacent West	R-1B Single Family Residential	Undeveloped

Staff Analysis

The code regulations pertaining to subdivisions are found with Chapter 16 Subdivision Code, not the zoning code (which is Chapter 15). The first step to subdividing and developing land is to create a preliminary subdivision plan, as required by Sec. 16.3-2. The preliminary plan includes elements such as future public roadway alignments, connections to adjacent properties, and utility alignments in order to ensure orderly growth and development over time.

Sec. 16.2-3 of the Municipal Code sets forth the purpose for the subdivision regulations. The overarching goals of subdivision review and approval are to ensure the orderly growth of Normal in a manner that does not negatively impact the Town's growth and development nor the health and welfare of the citizens. The criteria are listed below, accompanied by the staff analysis:

A. To protect, provide and promote the public health, safety and general welfare of the Town;

The area is already zoned for attached single-family residences. The plan approved in 2010 showed 27 attached single-family units on Carlyle Court. Thus, this return to attached residences should continue to positively impact public health, safety, and general welfare.

B. To guide the future growth and development of the Town, in accordance with the Comprehensive Plan;

The Comprehensive Plan calls for denser residential development and a greater variety of housing styles. The proposed amendment to provide attached, single-family zoning in an existing single-family neighborhood will help achieve both goals.

C. To provide for adequate light, air and privacy, to secure safety from fire, flood, and other danger, and to prevent overcrowding of the land and undue congestion of population;

The layout of the lots would meet this goal, as each lot would have adequate green spaces, building setbacks and the like. Even with the proposed increased density, the area will be fairly low-density.

D. To protect the character and the social and economic stability of all parts of the Town and to encourage the orderly and beneficial development of all parts of the community;

The change to attached, single-family lots will help provide needed additional housing in an area already slated for residential development. It is common to have attached and detached single-family lots adjacent to one another.

E. To protect and conserve the value of land throughout the Town and the value of buildings and improvements upon the land, and to minimize the conflicts among the uses of land and buildings;

It is common to have attached and detached single-family lots adjacent to one another. Thus, Town staff believes this amended preliminary plan will conserve land values and will not result in conflicts.

F. To guide public and private policy and action in order to provide adequate and efficient transportation, water, sewerage, schools, parks, playgrounds, recreation and other public requirements and facilities;

The provision of these services and amenities is not significantly different between attached and detached single-family lots.

G. To provide the most beneficial relationship between the uses of land and buildings and the circulation of traffic throughout the Town, having particular regard to the avoidance of congestion in the streets and highways, and the pedestrian traffic movements appropriate to the various uses of land and buildings, and to provide for the proper location and width of streets and building setback lines;

The Town has steadily been moving in the policy direction of denser housing and narrower public streets in appropriate locations. The proposed amended preliminary subdivision plan achieves modestly higher density by changing an area of detached residences to attached residences. The density is further enhanced by reduced setbacks, which were approved as part of a previous preliminary subdivision plan amendment. Furthermore, this development always contemplated narrower street widths as long as parking is prohibited on one side, as is proposed.

H. To establish reasonable standards of design and procedures for subdivisions and re-subdivisions, in order to further the orderly layout and use of land, and to insure proper legal descriptions and monumenting of subdivided land;

The proposal meets all standards for preliminary subdivision.

I. To ensure that public facilities are available and will have a sufficient capacity to serve the proposed subdivision and areas reasonably anticipated to be served by such facilities;

Public utilities and services are already adjacent to this proposed development.

J. To prevent the pollution of air, streams, and ponds; to assure the adequacy of drainage facilities; to safeguard the water table; and to encourage the wise use and management of natural resources throughout the Town in order to preserve the integrity, stability and beauty of the community and the value of the land;

The proposed preliminary plan corresponds with the engineering and design of the rest of the Trails on Sunset Lake Subdivision, and all stormwater will drain to the existing basin to the south.

K. To preserve the natural beauty and topography of the Town and to insure appropriate development with regard to these natural features;

The area in question is relatively flat and has been farmed for many decades. As a result, there are no notable features to be preserved.

L. To provide for open spaces through the most efficient design and layout of the land, including the use of average density in providing for minimum width and area of lots, while preserving the density of land as established in the Town's zoning ordinance.

Residents of the Trails on Sunset Lake have access to a trail around the east side of the large detention basin and an extensive sidewalk system throughout the neighborhood.

Town Staff Recommendation

For these reasons, Town staff recommends in favor of the amended preliminary subdivision plan as proposed with all required variances and design waivers.

Town Council Action Report

October 21, 2024

Presentation by Anthony Cervini, Principal at Sikich, LLP, on the Town's Annual Financial Statements and Audit Report

Prepared By: Andrew Huhn, Director of Finance

Reviewed By: Pamela S. Reece, City Manager

Staff Recommendation: No Council Action is Required

Attachments: N/A

Community Impact

It is a fiscal best practice and required by Illinois law that the Town's external auditor provide an overview of the Town's Annual Financial Statements and directly addresses Council about the audit. This ensures an independent and external source communicates any applicable audit findings to the Council in a public meeting and is available to address any questions the Council may have regarding the financials and the audit.

Budget Impact

None

Strategic Alignment



Background

Public Act 98-0738 of the Illinois Municipal Code requires the Town's auditors to provide a copy of the "audit report" and audited financial statements to each member of the Council and discuss the audit with the Council in person or electronically.

The CPA/audit firm of Sikich, LLP has completed the Town's annual audit for FY2023-24. This includes their opinion on the Town's financial statements, as well as various other audit reports.

All these reports will be presented for Council action later in the agenda. However, to ensure compliance with the amended act, Sikich will make a presentation to the Council regarding their year-end audit. Anthony Cervini, Principal with Sikich, will make the presentation and be available to address any questions from Council.

Keywords: Audit, Year-end, Principal, Sikich

Town Council Action Report

October 21, 2024

Resolution to Accept the Audited Town of Normal Financial Statements and Report on Internal Controls from the Town's Auditors, Sikich, LLC for the Year Ended March 31, 2024

Prepared By: Andrew Huhn, Director of Finance

Reviewed By: Pamela S. Reece, City Manager

Staff Recommendation: Approval

Attachments: Proposed Resolution, Audit letter to Mayor and Council, Auditor's Communication to the Town Council and Management report, Illinois Grant Accountability and Transparency Act – Consolidated Year-End Financial Report, and the Audited Financial Statements included under separate cover

Community Impact

The Town's Annual Comprehensive Financial Report (ACFR) is a set of financial statements that provide a thorough and detailed presentation of the Town's financial condition and performance. Where the budget is a forward-looking document that plans future fiscal years, the ACFR reports on the Town's actual activities and balances for the previous fiscal year. It must comply with the reporting rules set by Government Accounting Standards Board and must be audited by an independent auditor using generally accepted government auditing standards.

Budget Impact

None

Strategic Alignment



Background

An annual audit of the Town's financial records is required by State statute. The Town complies with the highest standards of financial reporting, which is evidenced by the Town's receipt in past years of the Certificate of Achievement for Excellence in Financial Reporting award. This award is presented by the Government Finance Officers Association (GFOA).

Discussion

Under separate cover, you have received a copy of the Town of Normal's audited financial statements for the year ended March 31, 2024. Within this document is the Independent Auditors' Report that provides an opinion on the Town's financial statement presentation. It is the auditor's opinion that the financial statements present fairly, in all material respects, the financial position of the Town.

In addition to the Independent Auditors' Report, the audited financial statements contain a report on internal controls and compliance based on an audit of the financial statements. In this report the auditors concluded that the Town's internal control system provided reasonable assurance for them to form an opinion on the Town's financial system and that they found no deficiencies in the internal controls during their testing.

In addition to the reports within the financial statements, the auditors issue the follow reports/documents.

- Auditor's Communication to the Town Council and Management – this report illustrates the auditor's responsibilities, as well as certain information related to the planned scope and timing of their audit. The report concluded that there were no unsupported transactions, and all accounting transactions, adjustments and estimates were reasonable and recorded in the proper period.
- Communication of Deficiencies in Internal Control and Other Comments to Management – in this report the auditors concluded they found no deficiencies in the Town's internal controls.
- Illinois Grant Accountability and Transparency Act – Consolidated Year-End Financial Report – this report provides an additional financial report on the Town's FY2023-24 state and federal grant spending in accordance with the Illinois Grant Accountability and Transparency Act. The auditors did conclude that the grant report was fairly stated in all material respects.
- Letter to the Mayor and Town Council – this letter explains that the auditors did not identify any deficiencies in the Town's internal controls that would be considered a material weakness.

Overview of the Town's Financials

The Town's annual financial statements are called the Annual Comprehensive Financial Report (ACFR) and its title is very descriptive of the document. It contains a great deal of information and discloses financial information at various levels that at times can make the document overwhelming. The reporting requirements for all governmental financial statements are dictated by the Governmental Accounting Standard's Board (GASB). Over the past few years, GASB has

implemented certain reporting requirements that both enhanced the financial information and simultaneously made it more challenging for the casual reader to comprehend.

The following is meant to provide the Council with a more readable and hopefully better understanding of the Town's financial position as reported in the ACFR.

Financial reporting standards require the ACFR to report financial activities using two different types of reporting models. One model recognizes the Town's financial position in a manner that closely resembles a corporate entity, using what is referred to as a full accrual basis of accounting and reporting. The other reporting model recognizes the Town's financial position under a current resources model, or a modified accrual basis of accounting and reporting. These reporting requirements have made the ACFR more and less meaningful, depending on the sophistication of the reader. For example, the rating agencies as well as a GFOA reviewer will take a deep dive into the ACFR and review many aspects of what it is reporting, while a resident or other interested party may simply review a few parts of the report for the particular information they are seeking.

Government Wide Financial Position

The "government wide" entity view of the Town's financial position is reported in what is called the "Statement of Net Position" (starting on page 7) and uses a full accrual basis of accounting and reporting. This statement compiles all financial information for all funds into a single balance sheet and revenue and expense statement. It reports all current and long-term assets and liabilities of the Town.

Below is a summary of the Statement of Net Position for the current and previous year.

Town of Normal	FYE2023	FYE2023	FYE2023	FYE2024	FYE2024	FYE2024	
	Governmental Funds	Business Type Funds	Total	Governmental Funds	Business Type Funds	Total	Difference
Current Assets	\$110,077,983	\$27,268,796	\$137,346,779	\$124,485,282	\$25,362,675	\$149,847,957	\$12,501,178
Long Term Assets	\$137,582,225	\$49,656,144	\$187,238,369	\$135,630,120	\$55,910,287	\$191,540,407	\$4,302,038
Total Assets	\$247,660,208	\$76,924,940	\$324,585,148	\$260,115,402	\$81,272,962	\$341,388,364	\$16,803,216
Current Liabilities	\$11,403,954	\$1,931,655	\$13,335,609	\$16,731,688	\$4,180,384	\$20,912,072	\$7,576,463
Long Term Liabilities	\$240,891,201	\$15,619,543	\$256,510,744	\$223,005,103	\$13,711,474	\$236,716,577	(\$19,794,167)
Total Liabilities	\$252,295,155	\$17,551,198	\$269,846,353	\$239,736,791	\$17,891,858	\$257,628,649	(\$12,217,704)
Net Position	\$29,577,105	\$63,007,512	\$92,584,617	\$42,789,469	\$66,614,214	\$109,403,683	\$16,819,066

"Governmental Funds" include the General Fund, Debt Service Project Reserve Fund, Vehicle and Equipment Fund, Capital Investment Funds, Motor Fuel Tax Fund, Community Development Fund, Federal Equity Sharing Fund, Roadway Fund, Tax Increment Financing Funds and the Health and Dental Fund.

"Business Type Funds" include the Water Fund, Sewer Fund and Storm Water Fund.

Current Financial Position

The next area of significant financial reporting in the ACFR and perhaps a more relevant picture of the Town's current and near-term financial position is the ACFR's required reporting of the Town's current available resources balanced against its current obligations, i.e. core services to the residents. This requires the Town to report financial information on a modified accrual basis and is more closely related to the Town's cash flow position. This financial statement reveals another layer of the Town's financial position from a different reporting perspective.

This reporting also includes all the funds reported as Governmental Fund types but eliminates the long-term assets and liabilities to illustrate the Town's financial position as it relates to financing its current operations.

Balance Sheet - Governmental Funds			
	FYE2023	FYE2024	Difference
Assets			
Cash and Investments	\$78,425,592	\$91,975,367	\$13,549,775
Receivables	\$20,069,863	\$29,755,908	\$9,686,045
Due from Other	\$9,291,407	\$172,340	(\$9,119,067)
Governments			
Due from Other Funds	\$317,486	\$53,851	(\$263,635)
Other	\$178,656	\$134,948	(\$43,708)
Total Assets	\$108,283,004	\$122,092,414	\$13,809,410
Liabilities			
Accounts Payable	\$3,854,620	\$3,867,756	\$13,136
Accrued Payroll	\$670,976	\$1,558,962	\$887,986
Deposits Payable	\$944,696	\$1,115,960	\$171,264
Due to Other Funds	\$399,825	\$53,851	(\$345,974)
Other Payables	\$23,745,122	\$24,092,217	\$347,095
Total Liabilities	\$29,615,239	\$30,688,746	\$1,073,507
Fund Balance	\$78,667,765	\$91,403,668	\$12,735,903

As reported above, for all Governmental Funds, the Town's financial position remains strong with an increase in fund balance of \$12.7 million. This increase is largely revenue driven as all the Town's major revenues outperformed last year. Several factors contributed to this increase in revenue. Primarily, the Town has experienced significant economic growth in FY2023-24, which increased the community's workforce and associated consumer spending. This increase is attributed to significant 2024 revenue growth in sales taxes, local motor fuel tax and investment income.

General Fund

The best indicator of a local government's overall fiscal health among the many factors to consider is its General Fund financial position. This fund houses the core operating departments and is the primary funding source for much of the government's operations, capital spending and debt obligations. This does not include the Water, Sewer or Storm Water Funds which are self-supporting operations and not funded from resources in the General Fund.

The General Fund reporting in the ACFR includes more than just the General Fund operations. It also includes the financial activity of the Vehicle and Equipment Reserve Fund and the Debt Service and Project Reserve Fund. These funds are fully supported by the General Fund and serve an operational need of managing the replacement of the Town's vehicles and equipment and the Town's debt management program.

Below is a summary of the General Fund as reported in the current and last year's AFR.

	FYE2023	FYE2024
General Fund		
Revenues	\$90,338,419	\$94,030,015
Expenditures	\$87,207,214	\$90,370,313
Net Change		
Surplus/(Deficit)	\$3,131,205	\$3,659,702
Beginning Fund Balance	\$44,897,793	\$48,028,998
Ending Fund Balance	\$48,028,998	\$51,688,700

The surplus of \$3,659,702 splits out among the funds reporting in the General Fund in the following manner.

General Fund	2,615,685
Debt Service & Project Reserve	1,056,104
Vehicle and Equipment Replacement Fund	(12,086)
Total Surplus	3,659,702

The surplus in General Fund was a result of significant revenue performance and expense savings. The surplus in Debt Service & Project Reserve is a function of the timing of debt payments and maintaining management reserve levels. The minor deficit Vehicle and Equipment Replacement Fund reflects the spend-down of reserve funds.

Finance closely monitors all the financial activity of the Town and reviews the impact it may have on any financial reporting or budget planning. We monitor significant Town funds and other fiscal activities using long standing financial strategies to ensure the City Manager, Mayor and Council have the best information regarding the Town's past and future fiscal position.

The Finance department strives to ensure that all financial processes and reporting remain solid. We feel that, like past years, this year's financial statements and audit report have met those goals. The ACFR received a clean opinion, has no audit findings and most notably continues to receive the Certificate of Achievement for Excellence in Financial Reporting award from GFOA.

This year-end report, the budget process and document, the Financial Trend report and our fiscal strategies all contribute to a "best practices" financial management model that the Town has maintained for many years.

Anthony Cervini, Principal with Sikich, will make a brief presentation on the audit and can address any questions the Council may have. Staff is also available to discuss any part of the ACFR or audit report and processes.

Keywords: Audit, Financial Statements, Comprehensive Annual Financial Report

RESOLUTION NO. _____

RESOLUTION TO ACCEPT THE AUDITED TOWN OF NORMAL FINANCIAL STATEMENTS AND REPORT ON INTERNAL CONTROLS FROM THE TOWN'S AUDITORS, SIKICH, LLC, FOR THE YEAR ENDING MARCH 31, 2024

WHEREAS, The Town of Normal has prepared financial statements in a Comprehensive Annual Financial Report ("AFR") for the fiscal year ending March 31, 2024.

WHEREAS, Sikich, LLC an independent audit firm ("Auditor") has audited the financial statements contained in the AFR in accordance with Generally Accepted Accounting Standards and Government Auditing Standards.

WHEREAS, It is the Auditor's responsibility to express an opinion on these financial statements based upon their audit.

WHEREAS, On October 21, 2024, the Auditor presented the information from the audit to the Board of Trustees during a public meeting in accordance with the requirements of Section 8-8-10.5 of the Illinois Municipal Code.

WHEREAS, That, in the opinion of the Auditor, the financial statements as audited present fairly, in all material respects, the financial position of the Town of Normal as of March 31, 2024, and the results of its operations for the year then ended conform with Generally Accepted Accounting Principles.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

SECTION 1. That the Board of Trustees of the Town of Normal accepts the audited Comprehensive Annual Financial Report for the Town of Normal for the fiscal year ending March 31, 2024.

SECTION 2. That the Board of Trustees of the Town of Normal accepts all audit and management letters of the Auditor.

Adopted this ____ day of _____, 2024.

APPROVED:

President of the Board of Trustees
Town of Normal, Illinois

ATTEST:

Town Clerk
(seal)



1415 West Diehl Road, Suite 400
Naperville, IL 60563
630.566.8400

SIKICH.COM

CERTIFIED PUBLIC ACCOUNTANTS & ADVISORS

Members of American Institute of Certified Public Accountants

The Honorable Mayor
Members of the Town Council
Town of Normal, Illinois

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the Town of Normal, Illinois (the Town), as of and for the year ended March 31, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This report is intended solely for the information and use of the Mayor, Town Council, management and others within the organization and is not intended to be and should not be used by anyone other than these specified parties.

Sikich CPA LLC

Naperville, Illinois
October 11, 2024



TOWN OF NORMAL, ILLINOIS

AUDITOR'S COMMUNICATION TO THE TOWN COUNCIL AND MANAGEMENT

For the Year Ended March 31, 2024



SIKICH.COM

TOWN OF NORMAL, ILLINOIS
AUDITOR'S COMMUNICATION TO THE TOWN COUNCIL
AND MANAGEMENT
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1415 West 12th Street, Suite 400
 Normal, IL 60561
 (630) 566-8400

SIKICH.COM

CERTIFIED PUBLIC ACCOUNTANTS & ADVISORS

Members of American Institute of Certified Public Accountants

October 11, 2024

The Honorable Mayor
 Members of the Town Council
 and Management
 Town of Normal

As part of our audit process, we are required to have certain communications with those charged with governance at the beginning of our audit process and at the conclusion of the audit. Those communications include information related to the planned scope and timing of our audit, as well as other information required by audit standards. Our communication at the beginning of our audit process along with our questionnaire regarding consideration of fraud in a financial statement audit was sent to you in February 2024.

In addition, auditing standards require the communication of certain internal control related matters to management. Our communication of these matters is enclosed within this document.

This information is intended solely for the use of the Mayor, Members of the Town Council, and management of the Town of Normal and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Sikich CPA LLC

Sikich CPA LLC

By: Anthony M. Cervini, CPA, CFE

Principal, State and Local Government Audit Leader



1415 West Dixon Road, Suite 400
Normal, IL 60558
(630) 568-8400

SIKICH.COM

CERTIFIED PUBLIC ACCOUNTANTS & ADVISORS

Members of American Institute of Certified Public Accountants

October 11, 2024

The Honorable Mayor
Members of the Town Council
Town of Normal, Illinois

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the Town of Normal, Illinois (the Town) for the year ended March 31, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 22, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during the fiscal year ended March 31, 2024. We noted no transactions entered into by the Town during the year for which there is a lack of authoritative guidance or consensus.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because the possibility that future events affecting them may differ significantly from those expected.

Management's estimate of the Town's total pension liabilities and total other postemployment benefit liability and related amounts are based on various actuarially determined amounts, including estimated investment returns, dates of employee retirement, discount rates, healthcare trend rates, and mortality rates. We evaluated key factors and assumptions used to develop the management's estimates of the Town's total pension liabilities and total other postemployment benefit liability and related amounts in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. The uncorrected misstatements or the matters underlying them could potentially cause future period financial statements to be materially misstated, even though, in our judgment, such uncorrected misstatements are immaterial to the financial statements under audit. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 11, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Town's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Management's Discussion and Analysis and the other required supplementary information (RSI) identified in the table of contents that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual fund financial statements and schedules, which accompany the basic financial statements but are not RSI. With respect to this information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the basic financial statements. We compared and reconciled the information to the underlying accounting records used to prepare the basic financial statements or to the basic financial statements themselves.

We were not engaged to report on the introductory section and the statistical section, which accompany the basic financial statements but are not RSI. We did not audit or perform other procedures on this other information, and we do not express an opinion or provide any assurance on it. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report. Our procedures did not identify any material inconsistencies with the basic financial statements.

Restriction on Use

This information is intended solely for the use of the Mayor, the Town Council and management of the Town of Normal, Illinois and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Sikich CPA LLC

Sikich CPA LLC

By: Anthony M. Cervini, CPA, CFE

Principal, State and Local Government Audit Leader

Town of Normal

Year End: March 31, 2024

Adjusting Journal Entries

Date: 4/1/2023 To 3/31/2024

Account No: AJE#01

Number	Date	Name	Account No	Reference	Debit	Credit
AJE#01	3/31/2024	Vehicles & Equipment	880-0000-154.00-00 880-GFA	3503	1,133,140.00	
AJE#01	3/31/2024	Vehicles & Equipment	880-0000-154.00-00 880-GFA	3503	203.72	
AJE#01	3/31/2024	Accumulated Depreciation	880-0000-154.10-00 880-GFA	3503		-64,222.81
AJE#01	3/31/2024	Construction in Progress	880-0000-156.00-00 880-GFA	3503		-1,133,140.00
AJE#01	3/31/2024	Inv. in Capital Assets	880-0000-281.00-00 880-GFA	3503		-203.72
AJE#01	3/31/2024	Depreciation Expense	880-5510-424.40-70 880-GFA	3503	64,222.81	
To correct FA beginning balance and record depreciation for fire truck completed in 2022.						

TOWN OF NORMAL, ILLINOIS
COMMUNICATION OF DEFICIENCIES
IN INTERNAL CONTROL AND
OTHER COMMENTS TO MANAGEMENT

March 31, 2024



1414 West Duane Street, Suite 400
Naperville, IL 60563
630.686.0707

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CERTIFIED PUBLIC ACCOUNTANTS & ADVISORS

Members of American Institute of Certified Public Accountants

COMMUNICATION OF DEFICIENCIES IN INTERNAL CONTROL AND OTHER COMMENTS TO MANAGEMENT

Town of Normal, Illinois

In planning and performing our audit of the governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the Town of Normal, Illinois (the Town) as of and for the year ended March 31, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered its internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

This communication is intended solely for the information and use of management, and is not intended to be, and should not be, used by anyone other than these specified parties.

SiKich CPA LLC

Naperville, Illinois
October 11, 2024

OTHER COMMENTS

Future Accounting Pronouncements

The GASB has issued a number of pronouncements that will impact the Town in the future:

GASB Statement No. 99, *Omnibus 2022*, addresses a variety of topics including: Classification and reporting of derivative instruments within the scope of Statement No. 53, *Accounting and Financial Reporting for Derivative Instruments*, that do not meet the definition of either an investment derivative instrument or a hedging derivative instrument; clarification of provisions in Statement No. 87, *Leases*, as amended, related to the determination of the lease term, classification of a lease as a short-term lease, recognition and measurement of a lease liability and a lease asset, and identification of lease incentives; clarification of provisions in Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, related to (a) the determination of the public-private and public-public partnership (PPP) term and (b) recognition and measurement of installment payments and the transfer of the underlying PPP asset; clarification of provisions in Statement No. 96, *Subscription-Based Information Technology Arrangements*, related to the subscription-based information technology arrangement (SBITA) term, classification of a SBITA as a short-term SBITA, and recognition and measurement of a subscription liability; extension of the period during which the London Interbank Offered Rate (LIBOR) is considered an appropriate benchmark interest rate for the qualitative evaluation of the effectiveness of an interest rate swap that hedges the interest rate risk of taxable debt; accounting for the distribution of benefits as part of the Supplemental Nutrition Assistance Program (SNAP); disclosures related to nonmonetary transactions; pledges of future revenues when resources are not received by the pledging government; clarification of provisions in Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, as amended, related to the focus of the government-wide financial statements; terminology updates related to certain provisions of Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*; and terminology used in Statement No. 53 to refer to resource flows statements. This statement is effective upon issuance for requirements related to the extension of the use of LIBOR, accounting for SNAP distributions, disclosures of nonmonetary transactions, pledges of future revenues by pledging governments, clarification of certain provisions in Statement No. 34, as amended, and terminology updates related to Statement No. 53 and Statement No. 63. The effective date for the requirement related to financial guarantees and the classification and reporting of derivative instruments within the scope of Statement No. 53 is March 31, 2025.

OTHER COMMENTS (Continued)

Future Accounting Pronouncements (Continued)

GASB Statement No. 100, *Accounting Changes and Error Corrections—an Amendment of GASB Statement No. 62*, enhances accounting and financial reporting requirement for accounting changes and error corrections. This Statement defines *accounting changes* as changes in accounting principles, changes in accounting estimates, and changes to or within the financial reporting entity and describes the transactions or other events that constitute those changes. This Statement also addresses corrections of errors in previously issued financial statements. This Statement requires that (a) changes in accounting principles and error corrections be reported retroactively by restating prior periods, (b) changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and (c) changes in accounting estimates be reported prospectively by recognizing the change in the current period. This Statement requires disclosure in notes to financial statements of descriptive information about accounting changes and error corrections, such as their nature. Furthermore, this Statement addresses how information that is affected by a change in accounting principle or error correction should be presented in required supplementary information (RSI) and supplementary information (SI). This Statement is effective for the fiscal year ending March 31, 2025.

GASB Statement No. 101, *Compensated Absences*, requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. This Statement requires that a liability for certain types of compensated absences—including parental leave, military leave, and jury duty leave—not be recognized until the leave commences. This Statement also requires that a liability for specific types of compensated absences not be recognized until the leave is used. This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay rate as of the date of the financial statements. With respect to financial statements prepared using the current financial resources measurement focus, this Statement requires that expenditures be recognized for the amount that normally would be liquidated with expendable available financial resources. This Statement amends the existing requirement to disclose the gross increases and decreases in a liability for compensated absences to allow governments to disclose only the net change in the liability (as long as they identify it as a net change). In addition, governments are no longer required to disclose which governmental funds typically have been used to liquidate the liability for compensated absences. This Statement is effective for the fiscal year ending March 31, 2025.

OTHER COMMENTS (Continued)

Future Accounting Pronouncements (Continued)

GASB Statement No. 102, *Certain Risk Disclosures*, provides users of government financial statements with essential information about risks related to a government's vulnerabilities due to certain concentrations or constraints. This Statement defines a *concentration* as a lack of diversity related to an aspect of a significant inflow of resources or outflow of resources. A *constraint* is a limitation imposed on a government by an external party or by formal action of the government's highest level of decision-making authority. This Statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued. If a government determines that those criteria for disclosure have been met for a concentration or constraint, it should disclose information in notes to financial statements in sufficient detail to enable users of financial statements to understand the nature of the circumstances disclosed and the government's vulnerability to the risk of a substantial impact. The requirements of this Statement are effective for the fiscal year ending March 31, 2026.

GASB Statement No. 103, *Financial Reporting Model Improvements*, improves key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing a government's accountability. This statement also addresses certain application issues. This Statement requires that the information presented in MD&A be limited to the related topics discussed in five sections: (1) Overview of the Financial Statements, (2) Financial Summary, (3) Detailed Analyses, (4) Significant Capital Asset and Long-Term Financing Activity, and (5) Currently Known Facts, Decisions, or Conditions. Furthermore, this Statement stresses that the detailed analyses should explain why balances and results of operations changed rather than simply presenting the amounts or percentages by which they changed. This Statement describes unusual or infrequent items as transactions and other events that are either unusual in nature or infrequent in occurrence. This Statement requires that the proprietary fund statement of revenues, expenses, and changes in fund net position continue to distinguish between operating and nonoperating revenues and expenses. Operating revenues and expenses are defined as revenues and expenses other than nonoperating revenues and expenses. Nonoperating revenues and expenses are defined as (1) subsidies received and provided, (2) contributions to permanent and term endowments, (3) revenues and expenses related to financing, (4) resources from the disposal of capital assets and inventory, and (5) investment income and expenses. This Statement requires governments to present each major component unit separately in the reporting entity's statement of net position and statement of activities if it does not reduce the readability of the statements. This Statement requires governments to present budgetary comparison information using a single method of communication—RSI. Governments also are required to present (1) variances between original and final budget amounts and (2) variances between final budget and actual amounts. An explanation of significant variances is required to be presented in notes to RSI. The requirements of this Statement are effective for the fiscal year ending March 31, 2027.

We will advise the Town of any progress made by GASB in developing this and other future pronouncements that may have an impact on the financial position and changes in financial position of the Town.

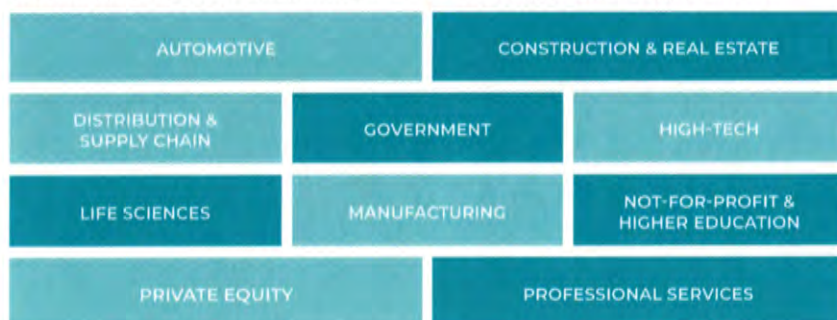


Sikich is a global company specializing in technology-enabled professional services.

Now with more than 1,900 employees, Sikich draws on a diverse portfolio of technology solutions to deliver transformative digital strategies and ranks as one of the largest CPA firms in the United States. From corporations and not-for-profits to state and local governments and federal agencies, Sikich clients utilize a broad spectrum of services and products to help them improve performance and achieve long-term, strategic goals.

INDUSTRIES

Sikich provides services and solutions to a wide range of industries. We have devoted substantial resources to develop a significant base of expertise and experience in:



SPECIALIZED SERVICES

ACCOUNTING, AUDIT, TAX & CONSULTING SERVICES

- Outsourced Accounting
- Audit & Assurance
- Consulting Services
- Employee Benefit Plan Audits
- International Tax
- Tax

TECHNOLOGY

- Business Application
- Cloud & Infrastructure
- Consulting & Implementation
- Cybersecurity & Compliance
- Digital Transformation Consulting

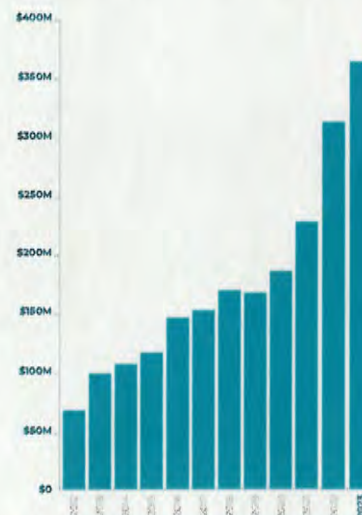
ADVISORY

- Forensic & Valuation Services
- Governance, Risk & Compliance Services
- Human Capital Management & Payroll Consulting
- Insurance Services
- Investment Banking*
- Marketing & Communications
- Retirement Plan Services
- Regulatory, Quality & Compliance
- Site Selection & Business Incentives
- Succession Planning
- Supply Chain
- Transaction Advisory Services
- Wealth Management**
- Workforce Risk Management

WHO WE ARE

TOTAL PERSONNEL1,900+

2023 REVENUE\$363.8M



OFFICE LOCATIONS

Ahmedabad, GJ	Los Angeles, CA*
Alexandria, VA	877.279.1900
703.836.1350	Sacramento, CA*
703.836.6701	925.577.5144
Bangalore, KA	Milwaukee, WI
Boston, MA	262.754.9400
508.485.5588	Naperville, IL
Chattanooga, TN	630.566.8400
423.954.3007	Peoria, IL
Chicago, IL	309.694.4251
312.648.6666	Princeton, NJ
Cleveland, OH	609.285.5000
440.238.0445	Richfield, OH
Coimbatore, TN	330.864.6661
Decatur, IL	Springfield, IL
217.423.6000	217.793.3363
Indianapolis, IN	St. Louis, MO
317.842.4466	314.275.7277

*Perform only Technology and Advisory services

Sikich currently practices in an alternative practice structure in accordance with the AICPA Professional Code of Conduct and applicable law, regulations, and professional standards. Sikich CPA LLC is a licensed CPA firm that provides audit and attest services to its clients. Sikich LLC has a contractual arrangement with Sikich CPA LLC under which Sikich LLC provides Sikich CPA LLC with professional and support personnel and other services to support Sikich CPA LLC's performance of its professional services, and Sikich CPA LLC shares certain client information with Sikich LLC with respect to the provision of such services.

Securities offered through Sikich Corporate Finance LLC, member FINRA/SIPC. Investment advisory services offered through Sikich Financial, an SEC Registered Investment Advisor.

ACCOUNTING TECHNOLOGY ADVISORY



CULTURE

Our dynamic work culture fosters learning, growth and innovation, attracting top-notch team members who see the big picture. Sikich's culture is built on a flexible, trusting work environment and the key pillars of Absolute Integrity, Bias for Action, Continuous Innovation and Servant Leadership. We believe our people are our greatest asset and work hard to ensure that all team members feel empowered, comfortable and valued.



CERTIFICATIONS & AWARDS

All professional accounting staff with more than one year of experience have earned or are working toward earning the Certified Public Accountant designation. Sikich is a member of the **American Institute of Certified Public Accountants' Governmental Audit Quality Center** and the **Employee Benefit Plan Audit Quality Center**.

We adhere to the strict requirements of membership, which assure we meet the highest standards of audit quality. **In 2023, Sikich received its 12th consecutive unmodified ("pass") peer review report**, the highest level of recognition conferred upon a public accounting firm for its quality control systems.

Sikich ranks among the **top 30 firms nationally** on the **Accounting Today Top 100 Firms list**.



Sikich is among the **50 firms that place on Inside Public Accounting's 2023 Best of the Best Firms**, an exclusive list that ranks organizations on key areas of management, growth and strategic vision.



Sikich is a **Microsoft Dynamics' 2023/2024 Inner Circle** award recipient, a recognition that places Sikich in the **top 1% of all Microsoft Business Applications partners globally**.



We also maintain the **Oracle NetSuite 5 Star Award** and are among the **top three U.S. partners of Oracle NetSuite**.



Sikich ranks on the **Redmond Channel Partner Magazine's top 350 Microsoft partners in the U.S.**, **CRN's Top 500 Managed Service Providers**, **CRN's Top 500 Solution Providers** and **Channel Futures' MSP 501**.



NET PROMOTER SCORE

The firm's overall Net Promoter Score (NPS) is 87%.

This is a measure of our clients' willingness to recommend Sikich's services and products. An NPS of 50% is considered excellent, and 70% NPS is considered world-class.





TOWN OF NORMAL, ILLINOIS

ILLINOIS GRANT ACCOUNTABILITY AND TRANSPARENCY ACT - CONSOLIDATED YEAR-END FINANCIAL REPORT

For the Year Ended March 31, 2024



SIKICH.COM

TOWN OF NORMAL, ILLINOIS
CONSOLIDATED YEAR-END FINANCIAL REPORT
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1415 West Diehl Road, Suite 400
Naperville, IL 60563
630.566.8400

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CERTIFIED PUBLIC ACCOUNTANTS & ADVISORS

Members of American Institute of Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON SUPPLEMENTAL INFORMATION

To the Honorable Mayor
Members of the Town Council
and Management
Town of Normal, Illinois

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of Town of Normal, Illinois (the Town) for the year ended March 31, 2024, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements. We issued our report thereon dated October 11, 2024, which expressed unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The accompanying Consolidated Year-End Financial Report is presented for the purpose of additional analysis, as required by the Illinois Grant Accountability and Transparency Act, and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

Sikich CPA LLC

Naperville, Illinois
October 11, 2024

TOWN OF NORMAL, ILLINOIS

**ILLINOIS GRANT ACCOUNTABILITY AND TRANSPARENCY ACT
CONSOLIDATED YEAR-END FINANCIAL REPORT**

For the Year Ended March 31, 2024

CSFA Number	Program Name	State	Federal	Match	Total
420-00-0505	Grants Management Program	\$ 5,937	\$ -	\$ -	\$ 5,937
494-00-1472	Local Federal Rail Safety Program (Section 130)	-	3,238,091	-	3,238,091
420-00-1960	Sites Improvements	600,000	-	-	600,000
494-10-0343	State and Community Highway Safety/ National Priority Safety Program	-	19,656	-	19,656
494-00-1472	Illinois Department of Commerce and Economic Opportunity (DCEO)	439,730	-	-	439,730
546-00-2094	Edward Bryne Memorial Justice Assistance Grant Program (JAG)	-	9,322	-	9,322
569-00-2537	Law Enforcement Camera Grant	57,550	-	-	57,550
	All other federal expenditures	-	2,322,734	-	2,322,734
TOTALS		<u>\$ 1,103,217</u>	<u>\$ 5,589,803</u>	<u>\$ -</u>	<u>\$ 6,693,020</u>

(See independent auditor's report on supplementary information.)

Town Council Action Report

October 21, 2024

Resolution to Accept the Federal Compliance Audit for the Year Ended March 31, 2024

Prepared By: Andrew Huhn, Director of Finance

Reviewed By: Pamela S. Reece, City Manager

Staff Recommendation: Approval

Attachments: Proposed Resolution, Single Audit Report on Federal Compliance by Sikich, LLP

Community Impact

The Town is subject to the federal Single Audit for the fiscal year ended March 31, 2024, because \$750,000 or more of federal financial assistance was expended during the year. The purpose of the Single Audit is to determine if the Town has complied with direct and material compliance requirements for each major federal assistance program. The Schedule of Expenditures of Federal Awards (SEFA), found in the Consolidated Year-End Report, lists the expenditures of federal awards by agency and program.

Budget Impact

None

Strategic Alignment



Background

Attached is the required Compliance Audit for the year ending March 31, 2024, completed by Sikich, the Town's Certified Public Accountants.

The financial compliance audit covers internal controls over financial reporting in accordance with government auditing standards and reports on the Town's FY2023-24 Federal grant spending.

Discussion

As part of the annual financial statement audit, the Town's auditors perform a review of the Town's internal controls and compliance with grant programs. A report, called the "Single Audit Report", is issued by the auditors and provides comment on the Town's compliance with internal controls for financial reporting and grant management. Additionally, it contains the Town's Schedule of Expenditures of Federal Awards which is a financial report listing all the FY2023-24 expenditures for each federal award by agency and program.

The report concluded that in the opinion of the auditors, the Town complied, in all material respects, with the compliance requirements of the applicable federal grants and that the Schedule of Expenditures of Federal Awards was fairly stated in all material respects.

There were no financial statement findings or federal compliance findings.

Keywords: Single Audit, Grant, Compliance

RESOLUTION NO. _____

RESOLUTION TO ACCEPT THE FEDERAL COMPLIANCE AUDIT FOR THE YEAR ENDING MARCH 31, 2024

WHEREAS, As part of the Town's annual financial statements, the auditors review the Town's internal controls and compliance with federal grant programs and issue a report, called the *Single Audit Report*, commenting on the review.

WHEREAS, Sikich, an independent audit firm ("Auditor"), has prepared the *Single Audit Report* for the Town for the fiscal year ending March 31, 2024.

WHEREAS, The *Single Audit Report* indicates the Auditor's conclusion that the Town's internal-control processes are reliable and that the Town conformed, in all material respects, with the compliance requirements related to major federal programs.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

SECTION 1. The Board of Trustees of the Town of Normal hereby accepts the *Single Audit Report* for the Town of Normal for the fiscal year ending March 31, 2024.

Adopted this ____ day of _____, 2024.

APPROVED:

President of the Board of Trustees
Town of Normal, Illinois

ATTEST:

Town Clerk
(seal)

TOWN OF NORMAL, ILLINOIS

SINGLE AUDIT REPORT

For the Year Ended March 31, 2024

TOWN OF NORMAL, ILLINOIS
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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR
FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER
COMPLIANCE AND REPORT ON THE SCHEDULE OF EXPENDITURES
OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE**

The Honorable Mayor
Members of the Town Council
Town of Normal, Illinois

Report on Compliance for Each Major Federal Program

Opinion on Each major Federal Program

We have audited the Town of Normal, Illinois' (the Town) compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Town's major federal programs for the year ended March 31, 2024. The Town's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Town complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2024.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further describes in the Auditor's Responsibility for the Auditor Compliance section of our report.

We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Town's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Town's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Town's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Non-compliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Town's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Town's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Town's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the Town, as of and for the year ended March 31, 2024, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements. We issued our report thereon dated October 11, 2024, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Sikich CPA LLC

Naperville, Illinois
October 11, 2024

TOWN OF NORMAL, ILLINOIS

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the Year Ended March 31, 2024

Federal Grantor	Pass-Through Grantor	Program Title	Federal ALN Number	Expenditures	Amount Provided to Subrecipients
U.S. Department of Housing and Urban Development	N/A	Community Development Block Grants - Entitlement Grants Cluster	14.218	\$ 483,690	\$ -
		Total U.S. Department of Housing and Urban Development		483,690	-
U.S. Department of Transportation	Illinois Department of Transportation	Highway Planning and Construction	20.205*	3,238,091	-
	Illinois Department of Transportation	State and Community Highway Safety - Highway Safety Cluster	20.600	19,656	-
		Total U.S. Department of Transportation		3,257,747	-
U.S. Department of Justice	N/A	Bulletproof Vest Partnership Program	16.607	6,811	-
	N/A	Edward Byrne Memorial Justice Assistance Grant Program	16.738	9,322	-
		Total U.S. Department of Justice		16,133	-
U.S. Department of the Treasury	N/A	COVID 19 - Coronavirus State and Local Fiscal Recovery Funds	21.027*	1,820,392	-
		Total U.S. Department of the Treasury		1,820,392	-
National Endowment for the Humanities	Illinois Secretary of State	Grants to States	45.310	11,841	-
		Total National Endowment for the Humanities		11,841	-
TOTAL EXPENDITURES OF FEDERAL AWARDS				\$ 5,589,803	\$ -

*denotes federal major program

TOWN OF NORMAL, ILLINOIS**NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**For the Year Ended March 31, 2024

Note A - Significant Accounting Policies

The accompanying schedule of expenditures of federal awards has been prepared in accordance with accounting principles generally accepted in the United States of America as promulgated by the Governmental Accounting Standards Board (GASB). It is a summary of the activity of the Town's federal award programs prepared on the accrual basis of accounting. Accordingly, expenditures are recognized when the liability has been incurred and revenues are recognized when the qualifying expenditure has been incurred.

Note B - Other Information

The Town did not receive any federal insurance, free rent, or noncash assistance during the year ended March 31, 2024.

Note C - Illinois Environmental Protection Agency Loans

The Town reported Illinois Environmental Protection Agency Loans outstanding in the amount of \$902,049 at March 31, 2024. The loans were partially funded with federal monies. The loans have no continuing compliance requirements aside from loan repayment.

Note D - 10% De Minimis Indirect Cost Rate

The Town has not elected to use the 10% de minimis indirect cost rate as permitted by 2 CFR Section 200.414.

TOWN OF NORMAL, ILLINOIS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the Year Ended March 31, 2024

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued: *Unmodified*

Internal control over financial reporting:

Material weakness(es) identified? ☐ yes ☒ no

Significant deficiency(ies) identified? ☐ yes ☒ none reported

Noncompliance material to financial statements noted? ☐ yes ☒ no

Federal Awards

Internal control over major federal programs:

Material weakness(es) identified? ☐ yes ☒ no

Significant deficiency(ies) identified? ☐ yes ☒ none reported

Type of auditor's report issued on compliance for major federal programs: *Unmodified*

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? ☐ yes ☒ no

Identification of major federal programs:

<u>ALN Number(s)</u>	<u>Name of Federal Program or Cluster</u>
20.205	Highway Planning and Construction
21.027	COVID-19 Coronavirus State and Local Fiscal Recovery Funds

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee? ☒ yes ☐ no

TOWN OF NORMAL, ILLINOIS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS (Continued)

For the Year Ended March 31, 2024

Section II - Financial Statement Findings

None

Section III - Federal Award Findings and Questioned Costs

None

Section IV - Summary Schedule of Prior Audit Findings

None

New Business

Town Council Action Report

October 21, 2024

An Ordinance Prohibiting Nuisance Gatherings and Regulating Gatherings on Park Property

Prepared By: Jason Querciagrossa, Corporation Counsel

Reviewed By: Pamela S. Reece, City Manager

Stephen Petrilli, Chief of Police

Doug Damery, Director of Parks and Recreation

Staff Recommendation: Approval

Attachments: Propose ordinance

Community Impact

The proposed ordinance will enhance the Town's ability to provide a safe community to our residents, guests, and businesses. It will help deter those who are involved in large, raucous events that have negatively impacted the community and will provide financial consequences to those violating the ordinance.

Budget Impact

N/A

Strategic Alignment



Background

As discussed at the Wednesday, October 16, 2024, work session, the community has recently endured significant public safety incidents that risked lives, damaged property, negatively impacted surrounding businesses and property owners, and required extensive financial and staffing resources. The most tragic outcome, a loss of life, was experienced during a September 2024 party event. This requires immediate attention. The implementation of a new ordinance defining group activities that result in disruptive behaviors and associated penalties will provide the Normal Police Department with another tool they can use to curb “pop-up parties” and other mass gathering problems.

The so-called “pop-up parties” involve massive numbers of people and cars congregating at a single site. A significant number of attendees engage in criminal behavior, including illegal consumption of alcohol and cannabis, fights, property destruction, obstruction of streets and sidewalks, and even gun violence leading to a homicide.

Modern pop-up parties are often coordinated by word-of-mouth, using social media to encourage attendance and react in real time to movements of attendees throughout the town. The parties are not always planned by residents of Normal and, likewise, significant numbers of attendees may reside outside of the community. Significantly, the promoters of pop-up parties may not ultimately attend the party, thereby avoiding the consequences of the behavior that results.

These pop-up parties are a significant burden on the Normal Police Department and surrounding businesses and residents. Gatherings of this size present a significant challenge for the Normal Police Department and assisting agencies.

The Town has also experienced increased instances of park picnic shelter rentals disturbing other park users and nearby residents because of loud music and the use of profane language. It is increasingly common for rentals with large groups of attendees to insufficiently clean up after the rental’s conclusion, which has led to Parks and Recreation staff devoting significant time to cleanup and repair activities.

Staff has noted that there is a correlation between picnic rental size (i.e. the number of attendees of the rental event) and the likelihood of unruly behavior, including loud music, littering, and damage to park property.

Discussion

The proposed ordinance addresses both pop-up parties (termed “Nuisance Gatherings”) and large park gatherings in similar but distinct ways.

To address nuisance gatherings, the ordinance:

- Defines a nuisance gathering as a gathering of three or more people where certain prohibited behaviors occur, including misuse of parks;
- Prohibits the organizing, promotion, and knowing attendance at a nuisance gathering;
- Allows the Normal Police Department to disperse a nuisance gathering; and

- Provides significant penalties, including fines of \$1,000-5,000; reimbursement of the Town's damages and costs to respond; and disgorgement of any profits received by any organizer or promoter of the event.

To curtail misuse of park shelters, the ordinance:

- Prohibits any person from being in a park after 9:00 p.m.;
- Except at Town events, prohibits the use of amplified sound in any park (headphones are excepted);
- Limits park picnic shelter rentals to no more than 50 people;
- Except at Town events, prohibits gatherings, rental or otherwise, at picnic shelters of more than 50 people;
- Provides a fine of \$100-500 for a violation; and
- Is automatically repealed on December 31, 2025.

Keywords: Pop-up parties; nuisance gathering; park shelter rental.

ORDINANCE NO. _____

AN ORDINANCE PROHIBITING NUISANCE GATHERINGS AND REGULATING GATHERINGS ON PARK PROPERTY

- WHEREAS, The Town of Normal is a home rule unit of local government with authority to legislate in matters concerning its local government and affairs.
- WHEREAS, Nuisance gatherings, including, but not limited to, those where ordinance violations and crimes are being committed, pose a hazard to public health, safety, the quiet enjoyment of property, and the general welfare.
- WHEREAS, Nuisance gatherings may result in physical altercations, violent crimes, automobile accidents, neighborhood vandalism, excessive noise disturbance, and gun violence.
- WHEREAS, Nuisance gatherings frequently require a response by numerous law enforcement personnel, limiting their ability to respond to other service calls.
- WHEREAS, The Town has experienced rising instances of nuisance gatherings that have damaged public and private property, impeded vehicular and traffic flow, disturbed nearby property owners, led to violent crimes and homicides, and diverted significant police and fire resources away from other service calls.
- WHEREAS, Large gatherings at park picnic shelters may result in excessive noise disturbance, damage to public property, and often require significant cleanup activities by Parks and Recreation staff.
- WHEREAS, The Town has experienced rising instances of unruly gatherings at park picnic shelters that have damaged public property, disturbed nearby park users and property owners through the use of profane language and loud music, and have required costly and time-intensive cleanup by staff.
- WHEREAS, It is in the best interests of the health, safety, and welfare of the citizens of Normal to prohibit nuisance gatherings throughout the Town, to prohibit large gatherings at park picnic shelters, and to prohibit the use of amplified music at the Town's parks.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE TOWN OF NORMAL, ILLINOIS:

SECTION 1. Division 2 of Chapter 17 of the Normal Code of Ordinances 1969 is hereby amended by adding a new Section 17.2-22 as follows:

SEC. 17.2-22 NUISANCE GATHERINGS

A. Definitions. As used in this section:

1. "Nuisance Gathering" means a social gathering, party, or other congregation of three or more person that is conducted on any property within the Town and which, by reason of the conduct of those persons in attendance, results in any one or more of the following conditions, occurrences, or activities:
 - a. Loud noise or music that results in a violation of the noise regulations contained in Division 17.5 of this Code, or any excessive, unnecessary, or unusually loud noise from any source that disturbs the comfort and quiet repose of the neighborhood;
 - b. The unlawful service of alcohol, cannabis, or tobacco to minors, or the unlawful possession and/or consumption of alcohol, cannabis, or tobacco by minors, as defined by Division 17.3 of this Code;
 - c. The unlawful possession or consumption of alcohol, as defined by Section 17.3-1 of this Code;
 - d. The unlawful possession or use of cannabis, as defined by Section 17.3-2 of this Code;
 - e. The illegal use of a controlled substance, as defined by the Illinois Criminal Code, 720 ILCS 5/1-1 et seq.;
 - f. Assaults, batteries, or fights, as defined by Section 17.2 of this Code or the Illinois Criminal Code, 720 ILCS 5/1-1 et seq.;
 - g. Vandalism, destruction of real or personal property, or graffiti, as defined by Section 17.2 and 17.7-7 of this Code or the Illinois Criminal Code, 720 ILCS 5/1-1 et seq.;
 - h. Other acts of disorderly conduct or disturbances of the peace, as defined by Section 17.2 of this Code or the Illinois Criminal Code, 720 ILCS 5/1-1 et seq.; or
 - i. Use of parks in violation of Section 17.6-1.5 of this Code.

2. "Profits" means any monies, remuneration, or profit received by a person for organizing, promoting, sponsoring, hosting, or allowing a Nuisance Gathering.
 3. "Public Costs" means all of the following that result from a Nuisance Gathering: (i) the actual cost incurred by the Town, including but not limited to police and fire response, in responding to the Nuisance Gathering; (ii) damage to public property; (iii) injuries to Town personnel; and (iv) administrative costs incurred by the city in connection with the billing and collection of these costs.
 4. "Responsible Person" means and includes, without limitation, any person(s): (i) who owns, rents, leases, contracts, or otherwise is in charge of the property and who knowingly permits a Nuisance Gathering to occur; (ii) a person who organizes, promotes, sponsors, or hosts a gathering that becomes a Nuisance Gathering; (iii) a person who attends or is present at a Nuisance Gathering and commits any of the activities or behaviors listed in Section (A)(1); or (iv) a person who attends or is present at a Nuisance Gathering and fails to follow a police officer's order to cease and/or disperse. If the Responsible Person is a minor, then the parent(s) or guardian(s) of such minor shall also be the Responsible Person.
- B. Nuisance Gathering prohibited. No person may cause, organize, promote, sponsor, host, support, permit, allow, knowingly attend, or knowingly be present at a Nuisance Gathering on any property within the Town.
- C. Order to cease and disperse. All persons present at any gathering declared by a police officer to be a Nuisance Gathering shall immediately cease participating in that nuisance activity and disperse immediately upon such order of a police officer, and all persons not residing at the premise shall leave immediately. Any person who fails or refuses to obey such an order is guilty of a violation of this section.
- D. Cost reimbursement.
1. Each Responsible Person is jointly and severally liable for all Public Costs attributable to the Nuisance Gathering. The Public Costs are a debt due and owing the municipality and may be collected from any Responsible Person in accordance with applicable law.
 2. In addition to any other sanction that may be imposed, a sanction for a violation of this section may include restitution to the Town in the form of repayment of the Public Costs.

3. In no event may the Town collect, in the aggregate, from one or more Responsible Persons, more than the total of the Public Costs.
- E. Disgorgement. No person may receive any Profits from a Nuisance Gathering.
1. In addition to any other sanction that may be imposed, a violation of this Section 17.2-22 is subject to disgorgement and payment to the Town of any and all Profits received by a Responsible Person.
- F. Penalty. A violation of this Section 17.2-22 is punishable by a fine of not less than \$1,000 and not more than \$5,000.
- A. Other remedies. Nothing in this section shall be construed as affecting the ability to initiate or continue concurrent or subsequent civil, administrative, or criminal actions that may be brought to abate a Nuisance Gathering or to seek compensation for costs or damages suffered. A civil or criminal action may be brought concurrently with any other process regarding the same violation. A Nuisance Gathering is declared a public nuisance, subject to abatement by all reasonable means including, but not limited to, injunctive relief.

SECTION 2. Chapter 17 of the Municipal Code Town of Normal, Illinois, 1969 is amended by changing Section 17.6-1(A) as follows, with strikeouts indicating deletions and bold, underlined text indicating additions:

- A. **Unless they are participating in a Town-sanctioned event, it is** ~~it shall be~~ unlawful for any person or group of persons to assemble or be present upon the grounds of any public park of the Town of Normal between the hours of ~~11:00~~ **9:00** p.m. and 6:00 a.m. on any day in any year; said time to be governed by the applicable time in question, whether it be Central Standard Time or Daylight Saving Time.

SECTION 3. Chapter 17 of the Municipal Code Town of Normal, Illinois, 1969 is amended by adding a new Section 17.6-1.5 as follows:

SEC. 17.6-1.5 CONDUCT AT PARKS

- A. Definitions. As used in this Section 17.6-1.5:
1. "Park Property" means the following properties and any Town parking lot attached thereto: (i) Fell Park, (ii) Underwood Park, (iii) Shepard Park, (iv) Ironwood Park, (v) Carden Park, (vi) East Detention Basin, (vii) Hidden Creek Nature Area, (viii) Fransen Nature Area, (ix) Martin Luther King Jr. Park, (x) Oak Street Field, (xi) One Normal Plaza, (xii) Rosa Parks Commons, (xiii) Savannah Park, (xiv) Anderson Park, (xv) Fairview Park,

(xvi) Maxwell Park, and (xvii) Kelley Detention Basin. Park Property does not include any Town pools or sports amenities when those locations are being used for swimming or sports activities.

2. "Town Event" means any activity or event organized by the Town of Normal.

B. Park picnic shelter limits. Picnic shelter rentals at Park Property are limited to groups of 50 people or less. No person may organize or knowingly attend a gathering at a Park Property picnic shelter where more than 50 people are present.

C. Sound amplification.

1. Except as part of a Town Event, amplified music is prohibited on Park Property.

2. A permit for amplified sound under Section 17.5-4 may not be granted for amplified music on Park Property.

3. This prohibition does not apply to the personal use of headphones, earbuds, headsets, hearing aids, and the like, when those items are worn as intended and used to amplify music for the individual wearer.

D. Penalty. A violation of this Section 17.6-1(E) is punishable by a fine of not less than \$100.00 and not more than \$500.00. Each day that any such violation continues shall be considered as a separate and distinct offense and shall be punishable as such.

E. Repeal. This Section 17.6-1.5 is automatically repealed on December 31, 2025.

SECTION 4. All proper Town officers, officials, agents, and employees are hereby authorized to perform all such acts and to execute all such documents and instruments as may be necessary to further the purposes and intent of this ordinance

SECTION 5. The Town Clerk is directed and authorized to publish this ordinance in pamphlet form as provided by law.

SECTION 6. This ordinance will become effective 10 days after the date of its publication.

SECTION 7. This ordinance is adopted under the Home Rule Authority, granted the Town of Normal by Article 7, Section 6, of the Illinois Constitution, 1970. The provisions of this ordinance are severable.

APPROVED:

President of the Board of Trustees
Town of Normal, Illinois

ATTEST:

Town Clerk
(seal)

This ordinance was voted upon and passed by the President and Board of Trustees of the Town of Normal on _____, 2024, with _____ voting aye; _____ abstaining; _____ voting nay; and _____ absent.

	AYE	NAY	OTHER		AYE	NAY	OTHER
Councilman McCarthy				Councilwoman Smith			
Councilman Preston				Councilman Byars			
Councilwoman Lorenz				Mayor Koos			
Councilwoman Harris							

This ordinance was approved by the President on _____, 2024.

This ordinance was published in pamphlet form on _____, 2024.

Town Council Action Report

October 21, 2024

Presentation of the FY2023-24 Financial Trend and Condition Report

Prepared By: Andrew Huhn, Director of Finance

Reviewed By: Pamela S. Reece, City Manager

Staff Recommendation: No Council Action is Required

Attachments: Financial Trend and Condition Report included under separate cover

Community Impact

The Trend report provides a 10-year historical perspective on a variety of factors that impact the financial condition of the Town. Tracking these key factors allows Council and Administration to identify economic challenges, enabling a proactive approach in recognizing and responding to potential fiscal concerns.

Budget Impact

N/A

Strategic Alignment

Goal EV3: Employ innovative policies, financial tools, and practices adapted to the paradigm shifts affecting municipalities and their finances.



Background

Under separate cover, you received a report prepared by the Town's Finance Department entitled "Financial Trend and Condition Report" for the Fiscal Year 2023-24. This report presents an overview of the Town's current financial condition, as well as a discussion on the Town's fiscal outlook as it relates to several financial strategies. This report is prepared annually and has been useful to both staff and Council as part of the annual budget preparation process.

Discussion

The Trend report is intended to provide a historical perspective on a variety of factors that impact the financial condition of the Town. It focuses on six categories of indicators that provide a glimpse into the financial position of Normal, with a particular emphasis on the General Fund. Each indicator is described according to its impact on the financial health of the Town.

For trends to be illustrated, a historical perspective on each indicator is provided. Each indicator is given a rating of (P)ositive, (N)egative or (U)nclassified.

Below is a summary of the last four years of indicator ratings.

Overall Results for Trend Information				
Fiscal Year	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>
Positive Ratings	19	24	26	24
Negative Ratings	8	3	1	3
Unclassified	8	8	8	8
Total Ratings	35	35	35	35

The Town's financial condition remains positive. Staff will provide an overview of the findings presented in the report as well as highlight a few of the more significant financial indicators and fiscal strategies.

Keywords: Trend, Financial, Condition

Addendum

MINUTES

TOWN OF NORMAL PLANNING COMMISSION

NORMAL, ILLINOIS

REGULAR MEETING

Thursday, September 5, 2024

5:00 P.M.

Members Present:

Bob Broad, Ben Matthews, Brad Ropp, Jessica Woods, Mike Matejka

Members Absent:

Alicia Wodika, R.C. McBride

Others Present:

Director of Inspections Greg Troemel, Town Planner Mercy Davison, Office

Associate Hannah Neal, Deputy Corporation Council Jason Querciagrossa

Call to Order:

The meeting was called to order at 5:00 PM by Vice Chairman, Mr. Matejka.

Approval of Minutes:

Ms. Woods moved to approve the minutes from August 8, 2024. Mr. Ropp seconded the motion and the minutes were approved.

Public Hearing:

a. 24-09-07-PC: Zoning Map Amendment, 601 ½ N. Main St.

Ms. Davison provided a summery of the proposal. This property is on the west side of Main St., not far from University High School. Directly south of the property are the Fireside Condos and

directly north is a single-family property. There are other single-family homes nearby as well. To the west of the property is a building belonging to Illinois State University, which is currently used for storage and distribution. Gregory Street was noted as the nearest intersection. There is also multifamily zoning to the southeast.

Historically, the properties on the west side of main street were zoned single family. In the late 1960's, the property owners petitioned to rezone the land at the northwest corner of Main and Gregory to multifamily. The Fireside Condos were built in the late 1970's, which is around the time that the properties on the west side of main were rezoned back to single family. The Fireside Condos are now considered to be legal nonconforming. The applicant would like to have the property at 601 ½ N. Main rezoned from R-1B to R-3A, which is a form of multifamily zoning.

Staff recommends approval and believes the property meets the necessary provisions of the code that dictate how one would rezone property. It is adjacent to a multifamily use, and it is on a five-lane state highway, where it is uncommon to build new single-family homes. Ms. Davison noted that the single-family homes in the area were built decades ago. She went on to say that it is adjacent to an institutional use.

Ms. Davison also felt it important to mention that the property to the south, Fireside Condos, is legal nonconforming multifamily. This means that if the property is damaged to a certain degree, it would need to come into compliance with current zoning, and a multifamily structure could not be rebuilt. Ms. Davison explained if that were to occur, the Town would very likely rezone the Fireside Condos property to R-3A to permit its reconstruction or rehabilitation.

Ms. Davison concluded by stating that the neighborhood is a busy area, and the hardship of developing the property as single family outweighs the hardship that would be caused by rezoning the land as multifamily.

At this time, Mr. Matejka asked if the Commission had any questions.

Mr. Broad asked Ms. Davison if there would be any anticipated impact on the single-family property to the north of the lot and wondered if the property owner had been spoken to.

Ms. Davison said that that owner had been contacted and was present. The way the code is written, there are development standards, such as green space, landscaping, setbacks, etc. When an R-3A property is next to R-1, those standards are stricter. No site plan has been presented at this time.

Mr. Matejka opened the public hearing and asked if anyone was present for the applicant.

Ms. Elizabeth Megli, an Attorney of Livingston Law Firm, located at 115 W Jefferson Ste 400, Bloomington, IL 61701, was sworn in and stated that she was there on behalf of the applicant.

Ms. Megli believes that the information that had been provided was accurate, but on behalf of the applicant, she wanted to review a few particular items.

She went on to say that the property had never been developed. She stated that her client has owned the property since 2008 and has made prior attempts at variances and rezoning as well as several attempts to sell. On each occasion, while there was some interest, the zoning classification kept sales from going through. There were also attempts to develop the property as a single-family home, however lenders also identified the fact that this would not be the best use for the property and financing was unavailable. The applicant has been in a difficult position

trying to determine how to utilize the property and feels that an undeveloped property is not in the best interest of the neighborhood or the town. Additionally, Ms. Megli stated that this property is clearly in a transitional neighborhood. Since the property was purchased, there has been a greater presence of the university, and there is a strong indication that the College of Engineering will be coming in the near future to the building adjacent to the west. All factors in their opinion suggest that rezoning the property to multifamily would be more suitable.

At this time Ms. Megli stated that she would be happy to answer any questions.

Mr. Broad asked Ms. Megli to clarify the zoning of the property in 2008 when the property was purchased.

Ms. Megli said it was zoned R-1B.

Mr. Broad asked if the applicant had any particular reason to suspect that either the property would be able to be developed as single family or could be rezoned. He asked if there any kind of agreement or offer made to that effect.

Ms. Megli said there was no agreement, and that her client had petitioned for the rezoning in the past. The applicant was hoping to develop it as single family, and when that wasn't possible, he had hoped to rezone given that the neighborhood was in transition. Overall, developing it as single family would not be economical.

Mr. Matejka asked if anyone else would like to speak about the property.

Jennifer Sicks of 603 N. Main approached and was sworn in.

603 N Main is the neighboring property to the north of 601 ½ N Main. Ms. Sicks' parents purchased 603 N Main in 1967. It has been her family home for 57 years. It was passed on to Jennifer in 2017. She stated that her mother was a previously involved in a Town of Normal Planning Commission hearing relating to previous development attempts, and that Ms. Sicks herself is an Urban Development Planner. She also said that she had some involvement in the creation of the Town of Normal Comprehensive Plan and understands the importance of providing denser housing in the Bloomington-Normal area. She went on to say that while she had not had time to do so yet, that she would be submitting a FOIA request to the Town asking to see similar instances where zoning has changed to R-3A with this many neighboring R-1 parcels nearby.

She disagreed with some of the comments made in the report. She stated that she did not feel that the neighborhood was in transition and has been relatively stable for as long as she'd been there. The only exception to this in the last 40 years had been the development of the Fireside Condos. She added that the John Greene building to the west has cut the neighborhood off from all ISU activities and does not feel that the addition of the possible engineering building will change anything.

She stated that many of the residents present were likely there due to concern about issues that were raised by the applicant in the previous attempt to rezone in 2010. She recalled that at the time the Planning Commission had voted against the proposal to rezone. It then went before City Council and also did not pass.

In regard to the applicant's previous attempts to sell, Ms. Sicks stated that she and the Fireside Condos had attempted to purchase the property from the applicant. There was never any indication that the applicant was interested in this proposal.

In her discussions with Staff, she learned that the maximum number of units possible would be 7, and she felt that the land was too small to support that amount of housing.

Overall, she urged the Planning Commission to provide the neighboring properties time to do some research on what zoning would be suitable for the parcel, as well as the potential impacts on the zoning changing to R-3A.

Mr. Broad stated that there is a general urgent need for denser housing in the community. As there are many rules in place when changing the density of housing on a parcel, Mr. Broad wanted to know if Ms. Sicks felt as if she and her neighbors were not being protected with those rules.

Ms. Sicks said she did not. She said she understood the need for denser housing, and would be willing to see a proposal, but ultimately felt that 7 units on the property would be excessive and inconsiderate of the neighboring properties. She reiterated that she would like more time to assess what possible issues would arise with rezoning the property.

At this time Mr. Matejka reiterated that this proposal was only for rezoning and the Planning Commission had not been tasked with reviewing a site plan. If the zoning were to be approved, the site plan would be discussed at a different time.

Ms. Davison added that if the property were rezoned, the owner would need to subdivide the property. She also said that there would not be a site plan requirement, as long as the plan met code.

Ms. Sicks asked Ms. Davison to confirm that 7 units would be the maximum number, and Ms. Davison said that was correct.

Mr. Matejka asked if there was anyone else present that wished to speak.

Mr. Porter, an Attorney from Costigan and Wollrab, located at 308 E Washington St, Bloomington IL 61701, approached and was sworn in. He then stated that he was there to represent multiple residents of the Fireside Condos. He also added that he is on the Normal Historical Preservation Commission.

He said with respect to what the Commission has to consider, he had a few issues with the staff development, one issue being the suitability of development for this property as currently zoned. Reference was made that this had not been the first attempt to amend the zoning classification for this property. There was a previous attempt made in 2013, and both the Planning Commission and the Council did not approve the rezoning. After reviewing the minutes for both of these meetings, he noted that a lot of the rationale was the property owner's attempt to market the property and sell it and that he marketing forces were telling the owner the land needed to be rezoned. The property was purchased for \$25,000 in 2008. In 2012, it was listed for sale at \$50,000, which is more than the assessed value of the property today. According to Mr. Porter, the attempt to inflate the market value of the property by that margin would go a long way in explaining why the property has sat vacant. There have been no changes to this situation since the last attempt to rezone in 2013. The neighboring properties have maintained single family residential zoning, and the legal nonconforming property to the south has not changed. He referenced the petitioner's report, which mentioned the potential student housing need for the possible engineering college coming to campus. He also addressed the comparison that had been drawn between the current zoning for Fireside Condos and the proposed zoning for 601 ½ N Main. Fireside is a multifamily development, but the units are owner occupied. There are also

concerns about parking on a newly zoned multifamily site, as well as ingress and egress off of N Main. Fireside has multiple points of ingress and egress, where as this property would not. There are also potential noise concerns that are problematic to the residents at Fireside. Mr. Porter stated that for these reasons, he felt that the previous attempts at rezoning were properly denied and reiterated that nothing has changed since then to justify a rezoning.

He closed by stating the factor set forth in 1512-2(C) of the Municipal Code does not uniformly lend itself to approving this rezoning amendment petition.

Mr. Matejka asked if there were any questions for Mr. Porter from the Commission.

Ms. Woods asked for confirmation that the Fireside Condos were owner occupied, and that there were no renters or students living there.

Mr. Porter said that was correct, the condo's bylaws prohibit renters.

Ms. Woods also asked for confirmation that Ms. Sicks did in fact state interest in purchasing the property previously.

Mr. Porter said that his understanding was that each party was asked to pay \$50,000, and that the lot was not worth that amount of money.

Ms. Woods asked if there was still interest in purchasing the property from the previous party.

Mr. Porter said that would certainly be possible, but those conversations had not happened to his knowledge.

Ms. Sicks at this time stated that she had been approached somewhat recently, but the price was too high and was nonnegotiable.

Mr. Querciagrossa took this time to remind the Planning Commission that the decision for this agenda item needs to be based on the zoning factors.

Mr. Matejka asked if there were any other members of the audience that would like to speak on this issue.

Janice Miller of 601 N Main, Unit 2S was sworn in. She said that in one of her interactions with the applicant, he had made the comment when asked about sewer and parking that he would use the back portion of the property at 601 N Main. She added that there is a concrete median that goes past 601 N Main and 603 N Main. The traffic is already congested in the area, and Ms. Miller felt that this addition would make the congestion worse. She also said that it was her understanding that the College of Engineering would no longer be going in the proposed location. She reiterated that no renting was allowed per the Fireside Condos bylaws. She also disagreed with the earlier comment that the neighborhood was in transition. Overall, she felt like the staff analysis was not an accurate assessment of the neighborhood.

Mr. Matejka asked if anyone else wished to speak and reminded everyone that the Commission was only voting on the zoning of the property.

Sandy Zimmerman of 601 N Main, Unit 6S was sworn in and stated her concerns about the current traffic and that adding another multiunit building would only increase the issues. She echoed Ms. Millers concerns about parking.

At this time Ms. Megli asked if she would be able to respond on behalf of the applicant to some of the issues that had been discussed.

Ms. Megli said that this application was just to rezone and that the number of individuals who have spoken have just raised concerns about possible site plans and interactions with the individual. The issues with the application are what needs to be considered. They will work with staff on developing the property.

Mr. Ropp asked if there were potential next steps if the zoning didn't pass.

Ms. Megli had been given no indication as to what those plans would be.

Mr. Matejka called the public portion closed.

Mr. Ropp moved to adopt the findings and recommendations as proposed by staff. Mr. Broad seconded.

Mr. Matejka asked if there were any comments from staff.

Ms. Woods said that she understood the applicant's desire to develop the property and noted that it would be in the best interest of the Town. However, given that several people had mentioned an interest in potentially buying the property, she is hesitant to vote in favor of the rezoning until that possibility had been fully explored. Furthermore, if the Town were to pass the rezoning of the property at this time, there would be no guarantee that the land would be developed in a way that was cohesive with the neighbors.

Mr. Broad said that he also felt the that the decision was difficult. He appreciates the guidance of the Town's Attorney. While he personally felt that it would be in the best interest of all parties involved for the applicant to sell the parcel to the neighboring properties, the Planning Commission had only been tasked with deciding whether or not the current zoning was appropriate. He also stated that he would have preferred more information on the feelings of the neighboring properties in the staff report.

Mr. Ropp agreed with Ms. Woods and Mr. Broad. He acknowledged that it is not uncommon to have multifamily next to a single family. He struggles with knowing that in this particular case knowing that it would impact the neighbors negatively. He had asked if there was any inclination that the applicant would consider selling to the neighbors that had expressed interest previously in the evening. However, if the decision comes down to interpreting the code, he said it would be a pretty straightforward decision.

Ms. Davison took a moment to weigh in on some comments from the perspective of the staff. The code very clearly states that the municipal code prohibits discrimination against students. The zoning code does not discuss who can and cannot live in any given unit. The Town cannot require a specific kind of occupancy on a property. Ms. Davison noted that there are renters all over the community, in single family zoning districts as well as multifamily, and that as a community we do not want to put forth the message that we do not want renters.

Ms. Davison further stated that in regard to the staff report, if it weren't for Fireside Condos already being zoned as R-3A, this report would be very different. The fact that they are owner occupied is not relevant when it comes to the code. It is the Staff's opinion that if the existing R-3A property is not having a negative impact on the neighborhood, it is the Staff's opinion that there is already effectively R-3A next to R-1 zoning. And it is believed that the code provisions

for development would be adequately protective of the surrounding properties if development is pursued.

Mr. Matejka said that if he was understanding what Ms. Davison was saying, the decision should be based on consistency of zoning status with the joining properties, given that we already have single family and nonconforming multifamily.

Ms. Davison said that was correct, and that there are parts of town where multifamily exists near single family. And in some of those circumstances, as previously stated, if the multifamily unit were to burn down or be damaged beyond repair, it is likely that a multifamily structure would not be able to be rebuilt. However, if something happened to Fireside Condos, being on a state highway, and they wanted to rezone, it is likely that the Town would allow it.

Ms. Woods asked if Mercy recalled how many times this property had come up to be rezoned.

Ms. Davison said that it came up once for rezoning and once for a zoning variance. It was rejected both times.

Ms. Woods asked what had changed between the previous rejections and today.

Ms. Davison said that the housing situation has changed, there is a stronger need for more density where it is appropriate. There has also been less desire from residents to buy a single family detached home. She also mentioned the cost of building anything is much different than 2013 when the zoning was last looked at for this property. Overall, staff needs to prioritize denser housing where it is appropriate, and Staff believes that it would be appropriate here.

Mr. Broad asked if Council would ultimately make the decision.

Ms. Davison said that was correct.

Mr. Broad then asked that if Council approves and the property owner proceeds with a site plan, would the code require the Town to review the site plan.

Ms. Davison said that as long as the proposed site plan meets code, it would not need to go through a public process for a site plan. Currently, the process is that the applicants submit the site plan to the Inspections and Planning departments, and those departments would review them to ensure that they meet code.

Mr. Broad asked if the staff approves of the plan, but others do not, how would they go about objecting.

Ms. Davison said the code is very clear about most of the rules in regard to setbacks, landscaping, height restrictions etc.

Mr. Troemel added that it either meets code or it doesn't.

At this time, Mr. Matejka called for a vote.

All in favor: Mr. Broad, Mr. Matthews, Mr. Ropp

Opposed: Mr. Matejka, Ms. Woods.

The motion carried 3 to 1.

- b. Three items pertaining to the North End of Trails on Sunset Lake, a Subdivision North and East of the Intersection of Airport and Ft Jesse (PIN 15-19-300-019)**
 - I. 24-09-08-PC: Amended Annexation Agreement with a Land Use Matter Pertaining to a Zoning Map Amendment, Area West of Canyon Creek Road Extended**
 - II. 24-09-09-PC: Amended Preliminary Subdivision Plan, Area West of Canyon Creek Road Extended**
 - III. 24-09-10-PC: Amended Preliminary Subdivision Plan, Area East of Canyon Creek Road Extended**

To simplify the agenda item, Ms. Davison reviewed the staff report on all items at this time. The Sunset Lakes property has been on the Town's radar to develop since its annexation was approved in 2007. Ms. Davison presented the original plan from 2007. At the time the majority of the land was intended to develop as large lots with single family detached homes. The area in the northwest part of the subdivision included a variety of zoning, such as R2, R-1B, and possibly B-1 zoning. The annexation agreement had a lot of flexibility. In 2010 there was an amendment to the plan, which is when it became a cul-de-sac with attached housing east of Canyon Creek, with an additional cul-de-sac west of Canyon Creek with attached housing. Then the plan changed in the northwest area to be detached single family homes with smaller lots than others in the neighborhood. In 2021 there was another amendment in pertaining to the south end of the development, which proposed additional large lots and some R-2 zoning by Fort Jesse. In 2022, they returned to amend the cul-de-sac in the northeast quadrant to be single family detached homes, which would have had 25-foot rear yard setbacks.

Currently there is a plan to amend the zoning in the northwest area to add some R-2 Zoning. This plan would leave a few of the single family lots detached single family as is but would add in attached single family housing on the north and west sides. The proposed change also includes the northeast corner of the subdivision, where the applicant proposes to return to attached single family houses on the cul-de-sac.

In regard to the zoning, Staff would recommend approval based on the code standards. It is very common to have R-2 zoning adjacent to R-1B and R-1A zoning. The increased density would not have a significant impact on utilities or the transportation system. It would also serve the Town's need to develop denser housing.

Ms. Davison went on to show the preliminary subdivision plan. If the zoning were approved to R-2, the request will then be to change the lot layout to properties with attached single-family homes. This will change the lot layout from 26 to 42. On the other side of Canyon Creek, these properties would go from 16 to 34. Previous plans were for 38 units. This plan is very similar to the plan approved several years ago. The rear yard setbacks will be 25 feet. The street would also become a little narrower but that is not uncommon for the neighborhood. The cul-de-sac on the east side will require variances for being too long and containing too many units. However, since that has been the case since the annexation agreement was approved, staff has no issues approving.

Mr. Ropp stated that he was supportive of proposed changes. He did ask if the fire department had looked at the plans for the cul-de-sac given that the road would be narrower and may cause turn-around issues in the event of an emergency.

Ms. Davison said there is a requirement that there is only parking permitted on one side. She added that yes, both the fire department and the engineering department have reviewed the plans.

At this time, Mr. Matejka opened up the meeting to the public and asked if anyone was present to speak in favor of the proposal.

B.J. Armstrong, 1236 E. Jefferson, Bloomington IL, was sworn in and stated that he was one of the developers on the project. He stated that his goal was to increase the housing density along Airport and Shephard Road. It is suitable for the current market and suits the Town's needs. The goal is to keep the green space and to keep the neighborhood cohesive. On the northeast corner of the property, they are moving back towards the attached housing that the property originally had. The reason they had not moved forward with developing the property as detached single family was due to some code changes that would make developing the property more expensive. The market also is currently flooded with detached single family, and the need for the proposed kind of attached housing is higher.

Mr. Matejka asked if anyone else was present to speak in favor of the development with no response. He then asked if anyone was present to speak against the proposal.

Joshua Crowder of 3725 Yellowstone Dr, Normal IL 61761 approached and was sworn in. Mr. Crowder went on to state that he was an active member of the community as well as a member of the neighborhood's HOA. He said that the Trails of Sunset Lake was turned over to the homeowner's association from the developers back in 2020. At the time there were 59 homes in the community, and there are now 71. There have been three stages of the development – one involving Yellowstone, one along the front end of Como, and then one along the Verandas, which is the area on the west side that is being proposed. When these three properties were turned over in 2020, they were combined into one HOA. The declaration of the covenants and restrictions for the Verandas was officially recorded on January 8, 2014. In that declaration there are home square footage requirements, setback lines, and other restrictions to how those homes must be built. The homeowner's association believes that the changes being proposed do not comply with their covenant. The residents purchased and built their homes based on these covenants, often paying a premium to alter housing with assurance to what the remaining built homes would look like. The HOA has the responsibility to enforce these covenants. They have received numerous comments and complaints on this proposal and believe the proposed changes could not meet the restrictions of their covenant. There is also no guarantee that the proposed changes on the east side would meet the requirements of the covenant. The HOA overall would like to ask the Planning Commission to deny the proposal on behalf of their residents.

Mr. Matejka responded with saying that homeowner covenants do not impact Town requirements.

Ms. Davison confirmed that was correct – code analysis does not factor in private covenants, nor does the Town enforce them. However, the information about the HOA is worth hearing, and Ms. Davison advised that the Commission continue to evaluate the situation as they normally would.

Mr. Ropp asked Mr. Armstrong if there were intentions for the properties on sheet 3 to have its own covenants.

Mr. Armstrong said that his understanding is that the covenants only apply to the lots that have been developed. Undeveloped lots would not be subject to existing covenants, and developers would create covenants as the lots are developed. That being said, those covenants could be different, but their goal is to be in harmony with the rest of the neighborhood. The covenants that

are developed would be in keeping with the surrounding HOA to the best of their ability. He added that he does feel that the proposal being discussed would be the best use of the land.

Mr. Matejka asked if any other residents wished to speak.

Mark Sperry, 754 Canyon Creek Rd, was sworn in. He lives in an older development in the neighborhood. He stated that he was also on the board for the HOA and had several issues with the proposal. The HOA has their own insurance on the lake; they take care of all mowing and landscaping and have worked hard on enforcing the covenants. Doing so has occasionally rubbed the neighbors wrong, but the point is that they work very hard to keep up the value of the neighborhood. Recently, they had a neighborhood discussion involving some of the residents on Como. Como was previously zoned for multifamily and has since been changed to single family. During the time that it had been zoned multifamily, no one was actually living there. Since then, the families that have moved into the single-family homes have expressed that they are unhappy with the proposal.

Mr. Sperry said that it was his understanding that Mr. Armstrong had been working with the town around August 1st. The signs went up a short time prior to the meeting, and especially coming off of a three-day weekend, a lot of families had not had proper notice to process the proposal. Mr. Sperry feels that Mr. Armstrong should have met with the neighborhood and the HOA prior to moving forward.

Mr. Matejka thanked Mr. Sperry for his comments and asked if anyone else would like to speak.

Mr. Andrew Keighin of 3610 Como Ct was sworn in. He said that overall, the community feels like there is a lack of communication. They feel as if they proposal has moved so quickly that they have not had time to act. He also expressed concerns about the privacy of his family if the plans were to move forward. The proposal would add 5 separate lots behind him, whereas now there are only 2. He would like to request that the Council would look into any other circumstance within the Town where that many properties butt up against an R-1A single family home. He himself has looked on McGis and could not find any. He is not opposed to look at options and alternatives to make everyone happy; they would just like to at least be given the opportunity.

Mr. Matejka asked if Ms. Davison could speak on Mr. Keighin's concern about the number of properties that would border his if the proposal were to pass.

Ms. Davison pointed out that Mr. Keighin's property line was unusually long, which would explain why he was unable to find other situations of this occurring.

Mr. Keighin said that his overall point was he felt that this would be damaging to his property value. He feels that the neighborhood could get finished out the way it was originally planned, with single family homes.

Mr. Matejka asked if anyone else was present that wished to speak.

Mr. Nathan Mangold of 3606 Como Ct approached and echoed Mr. Keighin's concerns about home values decreasing. When they built their homes, they had no anticipation that this would be proposed. This proposal would double the number of homes in the subdivision overall which would completely change the neighborhood. He and other neighbors feel that if the street on the west side were to have been finished, those houses would have sold. He also said that he disagrees with the analysis comparing their neighborhood to the Vinyards in the staff report.

Furthermore, he and his neighbors have concerns with increasing traffic. Finally, he mentioned that his current rear yard setback is 40 ft. Changing it to 25 ft would cause issues with privacy.

Mr. Dwayne Whitlow of 809 Table Rock circle also approached. He stated that he and his wife moved to the neighborhood in November of 2023. When they bought the house, they carefully looked at the neighborhood plans, and at the time, the proposed plan was a big factor in purchasing their home. Had they known that this proposal was on the horizon, they would not have bought their house. He added that a few weeks back, someone had left a note in his mailbox, asking to buy his house. He felt that this action speaks to the need of adding more single-family housing in the area, and agrees that if they were to be built, they would sell quickly.

At this time Mr. Greg Church of 806 Weatherby Way was sworn in. He had bought his home in 2020. At the time on the northwest side of Tablerock and Weatherby Way, there were 6 empty lots. In 2022, 6 single family homes were built and were purchased very quickly. He agreed with previous statements that there was a need in the market for single family housing.

Finally, Ron Kieser of 3742 Yellowstone was sworn in. He wanted to know specifically how the covenants could be ignored by the Planning Commission when making a decision. It clearly says that the neighborhood cannot be subdivided unless 75% of the neighborhood population agrees.

Mr. Matejka reiterated that covenants are not made by the Town and, therefore, the Town could not enforce them.

Ms. Davison added that we would not take this to Council if there were some kind of active legal dispute. The Planning Commission was here to evaluate whether or not the proposal met Town Code.

Mr. Kieser said that it would lead to legal expenses on both sides, which would not be ideal.

Ms. Davison said that if there were a recommendation tonight, then it would be on the Town Council's agenda on October 7th.

Mr. Matejka asked Mr. Armstrong if he would be willing to meet with the HOA and the neighbors prior to the October meeting.

Mr. Armstrong said that he would definitely like to have that conversation. He agreed that there would be no reason to create a legal dispute. He did add that construction was bound a little bit by weather. Delaying 30 days would push construction back to at least the spring given that the winter weather is approaching.

Mr. Matejka said that they would still possibly build in October; it would just be on the agenda for the second Town Council meeting in October instead of the first.

Given that information, Mr. Armstrong said that he would be fine postponing.

Mr. Matejka asked for a motion.

Ms. Woods moved to postpone the decision on all business concerning Trails on Sunset Lake until the October Planning Commission meeting, and Mr. Ropp seconded.

Mr. Matejka called for a vote:

All in favor: 4

Opposed: 0

The motion passed.

c. 24-09-11-PC: Preliminary Subdivision Plan, West of Rivian Motorway (PINs 13-26-400-004, 13-26-400-004, 13-26-300-005, 13-27-200-011)

Ms. Davison reviewed the summary. Rivian is proposing a preliminary subdivision plan to develop directly west of Rivian's existing property. They are proposing to develop two lots and leave two undeveloped outlots. There would be nothing changing with the zoning. The purpose of the plan would be to show there are adequate utilities, that the roads would remain functional, and that the lots are appropriately sized. There will be a future process when Rivian has a site plan for the lots.

Mr. Matejka asked if there were any questions for staff.

Mr. Ropp asked for clarification that the term "subdivision" did not imply that the land would be used residentially.

Ms. Davison said no, that the term subdivision was meant to mean divided land, and that it would remain industrial.

Mr. Ropp asked if they were planning on developing right away.

Ms. Davison said a site plan would be required, and nothing has yet been filed. However, Ms. Davison noted that development is expected in the near term.

Mr. Matejka opened the meeting to the public.

Ms. Karley Berard, 100 N. Rivian Motorway, a Rivian construction manager, and Mr. Brad Hovanec with Cage Engineering, 2200 Cabot Drive, Suite 325, Lisle, IL, offered to answer any questions.

Ms. Nancy Boitnott of 9487 E 1950 North Rd, Bloomington, was sworn in and asked if the Town of Normal would be annexing land for the nearby road and extending the Town out the point of the new construction.

Ms. Davison said the area she was referring to had already been annexed.

Ms. Boitnott asked about the right of way for the property to the immediate south of the new road.

Ms. Davison said that it had not been annexed as of now, and there were no intentions to annex it in the near future.

Ms. Boitnott asked if any potential right of way would be on the Normal side of the road.

Ms. Davison said that we already have what we would need concerning the right of way adjacent to Rivian.

Mr. Ryan Otto, the Town's Director of Engineering clarified that the right of way would be on the south side of the site. The plan calls for College Avenue to be extended to the west off of Rivian Motorway. A portion of that is already part of Rivian Motorway, and a portion is part of a property to the south that is not annexed. At such a time if that's needed, it would have to be purchased.

Ms. Boitnott asked about the right of way width.

Mr. Otto said that, overall, it would be 130 feet, and it is possible to develop it in stages.

Ms. Boitnott asked who would be in charge of the infrastructure.

Mr. Otto said that the developer would be in charge of building the infrastructure.

Mr. Matejka asked if anyone else wished to speak.

Mr. Robert Allen of 15330 N. 975 East Rd, directly west of Rivian, was sworn in and wanted to confirm that Rivian would not be proposing a zoning change on the 60 acres on the far west end of the property.

Mr. Matejka said no, there was a hearing about two years ago to maintain the agricultural zoning of that property.

David Kidd of 15218 N. 975 East Road approached and asked if there would be any kind of green space put in to help deter the light and noise coming from the Rivian plant with this expansion.

Ms. Davison said there is no precise code requirement, but there was talk from Rivian a few years back of adding in an evergreen screen.

Mr. Kidd said that he had brought up at the initial zoning meeting that he did not want to see wind turbines in the area, and then wind turbines were put in shortly after. He wanted to make sure that his concerns about the additional noise and light coming from Rivian were heard and considered.

Mr. Matejka suggest that he grab the business cards from the Rivian team members that were present and keep in touch on the issue as the project develops.

With no further comments, Mr. Matejka closed the public hearing and asked for a motion.

Mr. Matthews moved to adopt the findings and recommendations as proposed by staff, and Ms. Woods seconded.

Mr. Matejka called for a vote.

All in favor: 4

Opposed: 0

The motion was approved.

d. 24-09-12-PC: Amended Final Development Plan, The Park at Constitution Trail Centre PUD, 120 McKnight.

Ms. Davison reviewed the staff report. The applicant is requesting a parking variance. The PUD was approved several years ago. They have had trouble when they go through financing processes and explain that they have code-approved parking that they lease from the nearby AMC Theater. It would be helpful to have an approved variance showing that the parking provided on the site at 120 McKnight is sufficient, which requires a variance.

Mr. Troemel mentioned that they are still under a lease until 2026 for the 21 spaces with the theater. As they go through the financing and anticipate more financing in the future, this would help them with that process.

Mr. Ropp asked what would happen if they do not renew their lease after 2026.

Ms. Davison said that we do not actively track leases. We do require that the lease is for at least 5 years when the project is approved. The assumption is that it is incumbent upon them to take care of their tenants and find parking.

Mr. Matejka opened the discussion up for public comment with no response.

At this time Mr. Matejka called for a motion.

Mr. Ropp moved to approve findings as proposed by staff, and Ms. Woods seconded.

Mr. Matejka called for a vote.

All in favor: 4

Opposed: 0

The motion is approved.

With no other business, Mr. Matejka asked for a motion to adjourn.

Ms. Woods moved to adjourn, and Mr. Ropp seconded.

The meeting was adjourned at 7:31 PM

Respectfully submitted,

Hannah Neal

Inspections and Planning Associate.

MINUTES

TOWN OF NORMAL PLANNING COMMISSION

NORMAL, ILLINOIS

REGULAR MEETING

Thursday, October 10, 2024

5:00 P.M.

Members Present:

Bob Broad, Ben Matthews, Brad Ropp, Alicia Wodika, Mike Matejka, R.C. McBride

Members Absent:

Jessica Woods

Others Present:

Director of Inspections Greg Troemel, Town Planner Mercy Davison, Office Associate Hannah Neal, Deputy Corporation Council Jason Querciagrossa

Call to Order:

The meeting was called to order at 5:00 PM by Chairman, Mr. McBride.

Approval of Minutes:

Mr. Matejka moved to approve minutes from September 5, 2024. Mr. Broad seconded with the condition that the last line on page 7 be amended. It had stated that the vote on the first agenda item had been 3-1 when it had actually been 3-2.

Public Hearing:

- a. **24-10-13-PC: Site Plan, 751 Pine**

At this time Mr. Broad excused himself due to owning property directly to the north of the property being discussed.

Ms. Davison reviewed the staff report. This property has been mostly gravel and used for light industrial purposes for the past few decades. The small building that is onsite has been there for about 20 years. The current owner recently bought the property. He uses the structure as an office for his contracting business and would like to develop the rest of the area as self-storage. The property is about three acres and is primarily surrounded by other M-1 zoning, as well as S-2 and C-1 PUD to the north. Ms. Davison reviewed some images of the property and noted that the new owner had put in a lot of effort to clean it up. She also showed the proposed site plan. Since the lot is located within 500 feet of Savanna Green neighborhood, which is a residential district, a site plan is required.

The site plan would include more green space along Pine Street and the east property line. The four buildings being proposed would be new self-storage facilities. The existing building would remain as it is. There were indications on the site plan for a future potential subdivision. The site is currently on a septic system. There is no sewer adjacent to the property, but the buildings being proposed would have no need for sewer or water. There would be two new access points to replace the current access point - one accessing the current building, and a second to the storage buildings with a gate for secured entry. There would be no parking adjacent to the storage units, but there is a hard surface driving space for ease of access to the storage buildings.

Overall, staff recommends approval.

Mr. McBride asked if Commissioners had any questions for Staff.

Mr. Ropp asked if the Town knew exactly where the septic system was in the event that the lot was subdivided in the future.

Ms. Davison said they did know where it was located, and it would remain on the same side of the property as the current structure if subdivided.

Mr. McBride asked the applicant to come forward.

Josh Banks of 2288 Holbrook Dr, Normal was sworn in and stated that he was the owner of the property being discussed.

David Brown of 505 N Main St., Bloomington IL accompanied him and was also sworn in, and added that he was with Lewis, Yockey & Brown Inc., Bloomington, IL.

Mr. Banks reiterated that what Ms. Davison said about the property was correct. He said the two bigger buildings on the property would be fully climate controlled and that he overall would like the presentation of the buildings to be nice and clean.

At this time Mr. McBride opened the discussion to the public.

With no response, he asked for a motion.

Mr. Matejka moved to adopt the findings and recommendations as proposed by staff, and Ms. Wodika seconded.

With no further questions, Mr. McBride called for a vote.

All in favor: 5

Opposed: 0

Abstaining: 1

The motion carried.

b. 24-10-14-PC: Site Plan, Northwest of Rivian Motorway and West College-Lots 1 and 2 in the NN2 WH Subdivision (PINs 13-26-400-002 &003)

Mr. McBride noted that agenda items 24-10-14-PC and 24-10-15-PC both pertained to Rivian and therefore would be reviewed together but voted on separately.

Ms. Davison gave an overview. There were two site plans being proposed for a portion of the area northwest of Rivian Motorway and West College. There was a previous item that came before the Planning Commission pertaining to this area that involved a preliminary subdivision plan in September. That plan was for two lots on the most eastern side to be developed into more manufacturing structures and the rest of the area would remain as outlots. No changes in zoning occurred during this proposal.

The current proposal is slightly different than what was shown during the review of the preliminary subdivision plan, but staff had determined that the differences were minor enough to not require an amendment. Instead of the area being divided into lots 1 and 2 they have been divided as lot 1, 2, and 3. There will be a large building on lot 1 as well as lot 3, with trailer storage parking on lot 2 in the middle. Down the road, they will still be merged into two lots.

The parking lots on the north and south ends of the property are for regular sized vehicles. There would be additional trailer parking on the east and west sides of the building. College Avenue would be extended west of Rivian Motorway, and it would run along the length of the south side of the property. There are traffic studies going on currently to observe the intersection of West College and Rivian Motorway. There is also a proposed access point that would potentially be on the north end of lot 1. Ultimately, IDOT would have to study and approve any access to Rivian Motorway.

Both structures would be large concrete buildings with neutral grey tones and numerous garage doors. Since these structures would be in M-2 zoning, they would not need to meet building appearance standards. The sign package for both projects is far less than what the site qualifies for. They are, however, proposing some free-standing directional signage, all of which would be bigger than what code permits.

Green space will be distributed on both sites. They were analyzed separately to meet compliance with the Town code. They will primarily be using native plants and trees. They will also be adding dry-bottom detention basins to assist with storm drainage management.

Regarding lighting, they will be up to code. The light levels will be below what code permits, and all light fixtures will be full cut off to reduce glare.

Overall, Staff recommend approval.

Ms. Davison reminded the Commission that this analysis applied to both agenda items pertaining to Rivian.

Mr. McBride asked the commission if there were questions for Staff with no response.

Mr. McBride then asked the applicant to come forward.

Mr. Brad Hovanec with Cage Engineering, 2200 Cabot Dr, Suite 325, Lisle IL, was sworn in and stated that he was there on behalf of the applicant to answer any questions.

Mr. Broad brought up the original approval of zoning. He recalls there was some good discussion with the neighboring properties. He asked Mr. Hovanec if proper consideration was being made to those neighbors regarding lighting.

Mr. Hovanec said that at the zoning meeting they had discussed adding in some landscaping to provide more shielding of Rivian's lighting for the neighboring properties, and that had been accounted for in the site plan.

At this time Mr. McBride asked if anyone from the public was present to ask any questions.

Shawn Hoeft of 15679 N 900 E Rd was sworn in.

Ms. Hoeft stated that her and her husband live on a farm near the Rivian plant that had been in their family for at least five generations. Her husband farms adjacent to the area being developed. Ms. Hoeft said she appreciated the effort being made to accommodate the area for the extra lighting, but had concerns about the environmental impact where the warehouses were being built, as well as some concerns about noise pollution. She also asked about the area that was not zoned agriculture near the development and how it was going to be maintained. She was worried about weeds growing in the area if it was not maintained properly, which would possibly spread to their nearby farmland.

Ms. Davison said that at the time there were no official plans for the land Ms. Hoeft was referring to but that she would look into it and put it into the Town Council report.

Ms. Hoeft said that when it had originally come up to be rezoned, she appreciated Mr. Matejka's support on insisting that the back 60 acres maintain agricultural zoning. She went on to say that Mclean County has some of the richest farmland in the country. Rivian developing further was already taking some of that land out of production and felt that it could trickle into other areas, and that it could impact the quality of product that the farmers put out.

Mr. Matejka asked Staff if the weed nuisance ordinance, like other areas within the Town of Normal, would apply to area that Ms. Hoeft was referring to.

Ms. Davison that the Town has had similar instances in the past with large properties that develop slowly over time.

Mr. Troemel said that it would take some time for this development to be completed, and to the point that it is in town and in corporate limits, it is subject to the Town's ordinances. If issues were to occur, the Town would work with the landowner to rectify the situation.

Mr. Matejka asked if it does become a nuisance, would it be handled any differently than if a Normal resident was not mowing their property.

Mr. Troemel said it would be different, as it is a lot of acreage, and given the amount of earth being moved during the Rivian project, it would not be uncommon for undeveloped portions of a

site under ownership to be used for staging or storing materials. There would also need to be some permissions from the state regarding erosion control.

Mr. Matejka addressed Ms. Hoeft and told her not to hesitate to bring up any concerns she may have as this project develops further.

Mr. McBride asked if others were present that wished to speak.

Kelly Bowen of 16525 N 900 East Rd, Bloomington, IL was sworn in.

Mr. Bowen, the supervisor of Dry Grove Township, expressed concerns about the lighting as well as possible drainage issues that may occur as Rivian continues to expand. During the winter, Rivian is very bright. Even with the trees, he is worried that it is going to continue to get worse. Regarding the drainage, he had concerns with the concrete being added not allowing for proper drainage of rainwater. There is a creek nearby that he has seen flood during storms, and if the drainage is not properly handled it could cause a bigger issue.

Mr. McBride asked if either the Town or the representative for Rivian could address the concerns regarding drainage.

Mr. Hovanec stated that his team was following the Town of Normal code requirements for drainage. He also explained that one of the first steps of the new development would be to install three detention basins. Their purpose would be to catch the rainfall and then release it at a very slow pace, much slower than the pace of the average rainfall.

Mr. Broad acknowledged the Commission had heard the lighting and drainage issues addressed but had yet to hear any solution to the issue of noise pollution that had been brought up previously.

Mr. Hovanec said that he would not be able to speak to that issue but offered to take it back to his team.

Ms. Deb Kruger of 815 Ropp Road, Normal IL, was sworn in. She wanted to know what studies had been done to confirm the flow of the water being drained into the basins.

Mr. Hovanec said that his team completed a topographic survey, and that the elevation indicates the direction of the drainage. They are also working very closely with the Town of Normal engineering team. As of now, their studies show that the water would be draining mostly to the west.

Ms. Kruger asked if he had specifically observed the ground to the south of the development,

Mr. Hovanec said yes, and the water running onto the Rivian property from the south would be accepted onto their site and drained through the detention basins.

Ms. Nancy Boitnott of 9487 E 1950 North Rd, Bloomington IL, was sworn in. She had concerns about the existing farm tile that is on Rivian's property. Since the tiles are connected to other farms, she wanted to know how that would be addressed.

Mr. Hovanec said that Rivian was under obligation to pick up all tiles that were connected and route them through, meaning any tiles that are connected will be routed around the development.

Ms. Boitnott asked if there were maps showing these areas.

Mr. Hovanec said they did not currently have maps but that it was part of the contractor's obligation for their grading permit. There will be a study done.

Ms. Boitnott asked if that study would include probing and mapping all the existing tiles.

Mr. Hovanec said it will include trenches to see if they intersect any of the surrounding tiles.

Ms. Boitnott expressed concern as to where the basins will be filtering water to once they are full and asked if there was any possibility that it would drain to the farmland to the south.

Mr. Hovanec said that it would release to the west, and that it would not be possible to release to the south. He added that a large portion of the land to the south drains toward Rivian. He also added that it is part of the Town of Normal code and the Illinois Drainage Law to limit impact to other properties from a storm water perspective.

Ms. Boitnott asked if Rivian would be creating additional structures for water waste to compensate for extra water.

Mr. Hovanec said no, the rate that the water is running off will be very slow and should have little effect.

Ms. Boitnott asked how the rain will be controlled during construction.

Mr. Hovanec said that creating the water detention basins would be one of the first steps of construction.

Ms. Boitnott asked if the tile research and mapping would be made available to the public.

Mr. Hovanec said that he could make that possible.

Ms. Boitnott also asked about weed control and mowing. She mentioned that the farmstead across from Rivian had been unkept for quite some time.

Mr. Hovanec responded by saying that the goal would be to start construction as soon as possible, and that the area she was referring to would be part of the early stages of construction.

Ms. Boitnott asked about the additional exit that Mr. Hovanec mentioned previously

Mr. Hovanec said that the two access points that they have proposed would be the College Avenue extension, and one on the northeast side of the property. Both are being reviewed by IDOT.

At this time Mr. McBride closed the public hearing and called for a motion.

Mr. Matejka moved to adopt the findings and recommendations as proposed by staff. Mr. Broad seconded.

Mr. Broad asked what the long-term plan was for the end of College Avenue.

Ms. Davison said that there are no official plans at this time, but there would be discussions of how the outlet would be handled in the future.

Ms. Wodika asked how the questions in which the answers were not currently know would be handled.

Ms. Davison said Staff would reach out about that information and include it in the Council Report.

Mr. Broad asked if he was correct in understanding that staff would specifically be looking into the question that had been brought up about the noise pollution.

Ms. Davison said that when she writes her council report it, she reiterates the highlights of the meeting, and that she would be sure to include that question.

Mr. McBride added that Town Staff takes their roles very seriously and that as things develop, they can be contacted with any questions.

At this time Mr. McBride called for a vote.

All in favor: 6

Opposed: 0

The motion carried.

c. 24-10-15-PC: Site Plan, Northwest of Rivian Motorway and West College- Lots 1 and 2 in the NN2 WH Subdivision (PINs- 13-26-400-002 & 003, 13-26-300-005)

Please note that this agenda item was discussed in the above section.

Mr. Matejka moved to approve this item, and Mr. Broad seconded.

All in favor: 6

Opposed: 0

The motion carried.

d. 24-10-16-PC: Amended Site Plan, 200 Greenbriar

Ms. Davison reviewed the staff report. This property is along Veterans Parkway, in the same lot as Michael's, and the proposal is to put a building on the far west end of the property's parking lot. The proposal would not require any rezoning as it is already B-1. Since the property is larger than five acres and has B-1 zoning, it requires review by the Planning Commission.

The developer would be reinstalling the landscaping that was required when the original project was built years ago. This mean there will be more trees added to the islands throughout the parking lot. They will also be adding additional landscaping along Veterans Parkway. There will be some landscape islands lost during the construction of the building, but they would be relocated to the east of the building.

The business being proposed is a Dave's Hot Chicken. There will be a drive thru lane around three sides of the building. The building itself would face towards Michael's and the drive thru would be on the same side as Veterans Parkway. Staff does not have any concerns about the building with impacts on public right of way, as there will still be plenty of room for cars in the parking lot.

The building meets community design standards. The sign package that they are proposing would require a variance since the other businesses on the lot almost meet the Town's limit. The

other noteworthy issue would be parking. Some parking would be lost with the addition of the new building. Currently, the site should have 380 spaces per code. However, the parking code is a little outdated in terms of how much parking is needed at a commercial site, and this property has a large amount of under-utilized parking.

Lighting would meet code, and Staff has found no issues with access to the site. Overall, staff recommends approval.

Mr. McBride asked if the Commission had any questions for staff.

Mr. Ropp brought up the possible issues with traffic flow. He noted that it is already difficult turning out of that lot and wanted to know if a traffic study had been done.

Ms. Davison said that traffic studies are not often done due to the cost. She pointed out that due to the size of the lot, there are already three potential exits. Staff does not anticipate an increase in traffic due to this development.

Mr. Broad said that Ms. Davison offered some helpful comments, but asked if she could give a rough numerical figure of how full the parking lot gets day to day.

Ms. Davison said that the satellite image included in the proposal showed a decent representation of how full the lot is on any given day.

Mr. McBride brought up a concern about the flow of the parking lot and implied that it was currently inadequate.

Ms. Davison said that the additional landscaping and the building's presence should help with directing traffic.

At this time Mr. McBride asked if the applicant had anything to add.

Ms. Laura Tobben of 2709 McGraw, Bloomington IL was sworn in. She stated that she was with Farnsworth Group and was present to represent the applicant and that she would be happy to answer any questions.

With no questions from the Commission or members of the public, Mr. McBride closed the public hearing.

Mr. Matejka moved to adopt the findings and recommendations as proposed by staff and Ms. Wodika seconded.

Mr. McBride called for a vote.

All in favor: 6

Opposed:0

The motion carried.

- e. Three Items Pertaining to the North End of Trails on Sunset Lake, a Subdivision North and East of the Intersection of Airport and Ft. Jesse (PIN 15-19-300-019) (CARRIED OVER from the September 5, 2024 meeting):**

i. 24-09-08-PC: Amended Annexation Agreement with a Land Use Matter Pertaining to a Zoning Map Amendment, Area West of Canyon Creek Road Extended

Mr. McBride acknowledged that these three items were carried over from the previous Planning Commission meeting. The public hearing has remained open, and anyone that had been previously sworn in to testify would still technically be sworn in.

Mr. Querciagrossa said that at the last meeting the Town was made aware of some covenants that apply to the property that may conflict with the proposed plans. Generally, the Town has broad constitutional authority to zone property and control the subdivision process. The authority is not limitless, and the Town can relinquish some of that authority in the event of a private agreement, such as an annexation. However, what we have been made aware of in this instance are private covenants and restrictions that the Town is not a party to, and as a result, the Town is not bound by whatever may exist in those covenants and restrictions. He added that while looking over the covenants, it was not clear to him if they apply to the parcels being discussed. If they do in fact apply, because they are private, any legal action would be a private dispute between the parties to those covenants. The Town would not be directly involved in remedying such dispute.

He was also made aware of the HOA's opinion on those covenants and cautioned that there may be some testimony related to them. According to the Town's zoning code, 15.4-1: This Code is not intended to abrogate any easement, covenant, or other private agreement; provided that where the requirements of this Code are more restrictive than such easements, covenants or private agreements, the requirement of the Code shall govern. Basically, the zoning code doesn't nullify private agreements but acts as a baseline. That provision allows private parties to hold themselves to standards and restrict themselves further than the zoning code may. Overall, the Town is not obligated to follow any private covenants that apply to this land.

Mr. Broad asked Mr. Querciagrossa if one party to a covenant feels that a party to that covenant is not fulfilling their responsibilities, they have remedies they can pursue but they do not involve the Town.

Mr. Querciagrossa said that was correct. There could be a situation where a lawsuit could be initiated that the Town gets pulled in to stop construction while the covenants are being settled.

Mr. Matthews confirmed with Mr. Querciagrossa that even if the Commission is aware of the covenants, they would still be bound by the zoning code when making their decision.

Mr. Querciagrossa said that was correct.

At this time Ms. Davison offered a brief summery. There were three proposals up for discussion. On the west side, it had been requested to rezone some land west of Canyon Creek Dr from R-1B to R-2. The next would be to amend the preliminary plan in that same area to convert most of what would have been detached single family lots to attached two-family lots. On the east side the request would be to amend the preliminary subdivision plan to go from detached single-family lots to attached single family lots. The zoning on the east side is currently R-2 and therefore would need no change.

At this time Mr. McBride invited the applicant forward.

Jim O'Neal of 15884 Belfry Dr, Bloomington IL was sworn in. B.J. Armstrong, who had been previously sworn in also came forward.

Mr. O'Neal started off by saying on Tuesday, September 17th, at 5:30 PM, he and Mr. Armstrong met with the members of the HOA at the Keller Williams office in Bloomington. This meeting was meant to discuss the HOA's questions and concerns about the proposed development. The meeting ran for approximately 2 hours.

Mr. O'Neal appreciated Mr. Querciagrossa's comments explaining the Planning Commission's legal obligation to the HOA. He added that he did file the community restrictions for the first addition to the Trails on Sunset Lake subdivision as a recorded document. Within that document the restrictions do have a section discussing Lots 106 and Lots 153. The recorded legal description of the property is only specified as the first addition to the Trails on Sunset Lake.

Mr. Armstrong commented that during the meeting with the HOA, he expressed his desire to complete the project in a way that would be harmonious with the existing neighborhood.

Mr. Matejka asked if any changes were made to the previous plan.

Mr. Armstrong said no.

At this time Mr. McBride asked if there were residents that wished to speak.

Mr. Steve Mann of 1950 Haverhill CC Ct, Normal IL was sworn in and stated that he was there serving as legal representation for the Trails on Sunset Lake HOA. Mr. Joshua Crowder, who had been previously sworn in, also came forward.

Mr. Mann referred to a letter that he had sent to the Town and thanked the Commission for considering it. He went on to say that the HOA feels that the restrictive covenants that have been previously mentioned were relevant and would like them included in the administrative record. The Town of Normal Zoning Code specifically states, "This Code is not intended to abrogate any easement, covenant, or other private agreement; provided that where the requirements of this Code are more restrictive than such easements, covenants or private agreements, the requirement of the Code shall govern." (15.4-1).

Mr. Mann went on to cite a case that had been mentioned in the letter, *Chicago v. City of Des Plaines*, 32 Ill. App. 3d 722 (1974). During this case the city went to bat for the homeowners to defend the exact language of the provision in the code. In that case the court found that determining whether or not the restrictive covenant could be ignored was something that needed to be considered. Mr. Mann stated that whether Mr. Querciagrossa believed the covenants were something that would be addressed by the Planning Commission, or something that would be addressed perhaps by a declaratory matter at the state court level, it is still something that is very much relevant and directly connected with the Zoning Code.

Mr. Mann stated in his memo that there are a number of provisions that directly deal with lot division. He stated that the covenants were a declaration signed by the developer. He claimed that the covenant does pertain to the lots being discussed. In paragraph 47 of the restrictions, it indicates that "Each lot owner in The Veranda Home Collection at Trails on Sunset Lake, 1st Addition shall be a member of The Trails on Sunset Lake (Association). Said Association shall be incorporated as an Illinois Not For Profit Corporation and the property subject to the

jurisdiction of this Association shall include the lots in The Veranda Home Collection at Trails on Sunset Lake First Addition and any other real estate added, annexed or conveyed thereto.”

Mr. Mann said that the scope of these restrictions was proper to consider. In regard to the *Chicago vs The City of Des Plaines*, the owner of the land was requesting to rezone residential property to build business and increase the property value. The court looked at whether the residents agreed to abrogate the agreement. They also went on to determine whether it was impossible to perform the restrictions that were set forth in the covenant restrictions, and in that instance the court found that not to be true.

Mr. Mann said that this situation was very similar to this case. He said a lot of the recent staff findings confirm that the land is still adequate for the use that it is currently planned for. Deciding to make zoning less restrictive is essentially allowing the developer to directly contradict the provision in the covenant that states that the lots cannot be divided. It could also open the door for the developer to add non-residential lots.

Mr. Mann asked that the Commission consider the HOA covenants and whether they can be ignored due to the Zoning Code.

Mr. Crowder acknowledged that there is a legal description describing what the property is. This description states “By all present and future owners or parties in interest of lots 106-153 in the aforesaid subdivision” indicating that all land in between should be included in the covenant.

Mr. Matejka said that in terms of decision making, it would be possible for the covenants to lead to private action between the HOA and the developer, but wanted to clarify if they would affect the role of the Planning Commission.

Mr. Querciagrossa stated that it was his opinion that the covenants should not affect the decisions of the Planning Commission. He reiterated that the covenants do not apply in any way to the Town’s actions in rezoning.

Mr. Ropp asked Ms. Davison if the Town’s position was to rezone based on the standards of the zoning code.

Ms. Davison stated that the Town’s position remains favorable regardless of the covenants because it meets the code standards.

Mr. Broad stated after hearing the legal perspective of both the HOA and the developers, that it was his understanding that the Planning Commission must make a decision based on the Zoning Code and the findings and recommendations of Staff.

Mr. McBride asked for confirmation that the line “is not intended to” does not mean “does not”. Mr. Querciagrossa said that was correct.

Mr. Mann stated that if you do not follow the analysis laid out in the previously mentioned case, it would be as if the Town had nullified that section of their code.

Mr. McBride reminded Mr. Mann that it is the Planning Commission’s roll to hold the public hearing, to listen, to provide a space for discussion and to make recommendations on a case-by-case basis. Ultimately the Town Council will have the final decision.

Mr. McBride asked if there were any others present that wished to speak.

Mark Sperry, who had been sworn in previously, approached. Mr. Sperry stated that as an HOA board member, he had not anticipated this issue when agreeing to serve. He acknowledged that the developers had created a high-quality product when developing the neighborhood and stated that if they say they intend to build something that is cohesive with the existing neighborhood, he would be inclined to believe them. However, after speaking with the residents of 19 different homes in the neighborhood, no one seemed to be happy with the proposal. They have expressed a desire to keep the continuity of the neighborhood.

Mr. David Brown of 505 N. Main St. was sworn in. He was there as a representative from Lewis, Yockey & Brown to represent the developers. He wanted to reference Exhibit 7 of the plans and stated that the lot numbering does not totally represent the lots and lot numbering scheme that are described in the covenants document. The 5.75 acres which is the First Addition to Trails on Sunset Lake subdivision is only a portion of the lots that are in the Veranda homes area. The reference in the covenants, 106-153 is the low end and the high end of lots that are included in first addition, but there are intervening lot numbers that do not run consecutively and are not included in the final plat. Instead of referencing "lots 106-153" the covenants should have been done in lot groupings. For example, lots "106-111, 123-153" or whatever the actual groupings of lot numbering were in the final record.

Mr. Broad asked for the significance of Mr. Brown's observation.

Mr. Brown said that without looking at a copy of the preliminary plan, the covenant does not do a good job of clarifying what lots are included.

Mr. Dwayne Whitlow, who had been previously sworn in, approached. When he purchased his home, he did refer to the lots. He feels that what should have been included in the covenants was not relevant, as his decision was based off of the site plans.

Ms. Davison stated that from a Staff perspective, she wanted to make clear that the Town does not represent the applicant or the homeowner. Town Staff is present to clarify what the code standards are, which exist outside of the covenants. The Commission is not tasked with deciding whether or not the covenants are relevant.

Mr. Andrew Keagan, who had been previously sworn in, approached. He stated that he appreciated that Mr. O'Neal and Mr. Armstrong had held a meeting but felt that it didn't have much impact on the situation. He felt that the suggestions he had brought forward were not considered and felt that the meeting was held simply to check a box.

He added that the covenants were handed to the board prior to 2022, and that while the lots may not match up, they were laid out correctly when the covenants were presented to the HOA and residents.

Mr. Sperry approached again and wanted to address the comments previously made by Mr. Brown. He wanted to clarify that the Mr. Brown's point was that the lot numbers should have been different.

Mr. Brown said that was correct; they should have been expanded to be more inclusive.

Mr. Sperry stated that when you look at the map, you can clearly see what the lots are and felt that that point was not relevant to the issue at hand.

Mr. McBride appreciated the discussion from both sides.

Mr. Crowder commented that while he appreciated the Planning Commission's time, he felt as if the Commission was "gun decking" the issue, meaning they were not thoroughly analyzing without completing every necessary step. He felt that the Town's priority of providing more housing was taking priority without regard to the wishes of the residents at Trails on Sunset Lake. He also pointed out an error on the map, stating that it did not properly show the neighborhood entrances.

Mr. Armstrong addressed the comment about the error on the map and stated that it was a preliminary plan and was not meant to be entirely accurate.

At this time Mr. McBride closed the public hearing.

Mr. Ropp moved to adopt the findings and recommendations as proposed by staff, and Mr. Matthews seconded.

Ms. Wodika stated, regarding Mr. Crowder's comment, that as a volunteer Planning Commissioner, that she takes her position very seriously. She diligently reviews the materials provided to her prior to the meeting, as well as reviews the minutes. She did not want there to be any indication that she would "rubber stamp" anything, and that her intentions were to always be thorough.

Mr. Matejka added that the Planning Commission's mandate is constrictive. They can make recommendations based on whether or not something meets the zoning code. He feels that the concerns about the covenants of the HOA were issues that were worth being heard, but the Commission could not make a ruling based on those issues. He thanked Mr. Armstrong for holding the meeting for the HOA.

Mr. McBride added that he does encourage the public coming to these meetings to express their opinions.

Mr. Broad agreed with Mr. Matejka and hopes that the HOA and the developers can still come to a harmonious agreement.

At this time Mr. McBride called for a vote.

All in favor: 6

Opposed: 0

The motion carried.

ii. 24-09-09-PC: Amended Preliminary Subdivision Plan, Area West of Canyon Creek Road Extended

Please note that the above item was discussed in the previous section but was voted on individually. Mr. Matejka moved to approve, and Mr. Broad seconded. The vote was as follows:

All in favor: 6

Opposed: 0

The motion carried.

iii. 24-09-10-PC: Amended Preliminary Subdivision Plan, Area East of Canyon Creek Road Extended

Please note that the above item was discussed in the previous section but was voted on individually. Mr. Matejka moved to approve, and Ms. Wodika seconded. The vote was as follows:

All in favor: 6

Opposed: 0

The motion carried.

f. 24-10-17-PC: Comprehensive Zoning Text Amendment

Ms. Davison pointed out to the Commission that this was a comprehensive amendment to the zoning code but was not a deep dive as the intent was to clean up some of the language and organize. That being said, a few of the changes were a bit more involved.

Mr. McBride asked the Commission if there were any questions for Staff.

Mr. Troemel added to Ms. Davison's comments, stating that some sections were eliminated due to lack of need or use, such as R1AA zoning. He also said a few minor changes were made to parking as well as changes to the multifamily calculation, green space requirements and design standards.

Ms. Wodika asked about the Tobacco and Vape shops and wanted to know why One Normal Plaza was specifically referenced.

Ms. Davison said that the industry has changed quite a bit over the years, and the Town Council has since adopted separation requirements for vape shops. Previously they had been treated as retail, and it was determined that in some circumstances treating it that way was not appropriate.

Mr. Ropp asked about Airbnbs and how they relate to zoning.

Ms. Davison said the Town Council has heard complaints about Airbnbs and that there is a plan to address this at an upcoming Town Council work session. Currently, Airbnbs are licensed, which is not a zoning code issue. It is possible that the Council could change the licensing, which would still not be a zoning issue. Thus, the Planning Commission may not hear this issue at a public hearing.

With no further discussion. Mr. McBride called for a motion.

Mr. Troemel added that since the zoning code amendment was not a site-specific zoning issue, they did not send out notice. He did want to point out that the Inspections Department does send out monthly emails updating local engineers, realtors, contractors, basically anyone who may be affected by zoning. Thus, he sent an email notice about the proposed zoning code changes to that group.

Mr. Matejka moved to adopt the findings and recommendations as proposed by staff, and Mr. Broad seconded.

Other business:

At this time, an election was held for Chair and Vice Chair.

Mr. Matejka made a motion to nominate Mr. McBride as chair and Mr. Ropp as Vice Chair.

Mr. McBride called for a vote.

All in favor: 6

Opposed: 0

The motion carried.

The meeting was adjourned at 7:10 PM

Respectfully Submitted,

Hannah Neal

Inspections and Planning Office Associate