



United City of Yorkville

800 Game Farm Road

Yorkville, Illinois 60560

Telephone: 630-553-4350

www.yorkville.il.us

AGENDA ECONOMIC DEVELOPMENT COMMITTEE MEETING

Tuesday, November 6, 2018

6:00 p.m.

City Hall Conference Room
800 Game Farm Road, Yorkville, IL

Citizen Comments:

Minutes for Correction/Approval: October 2, 2018

New Business:

1. EDC 2018-73 Building Permit Report for September 2018
2. EDC 2018-74 Building Inspection Report for September 2018
3. EDC 2018-75 Property Maintenance Report for September 2018
4. EDC 2018-76 Economic Development Report for October 2018
5. EDC 2018-77 Heartland Subdivision – PUD Amendment for Side Yard Setback
6. EDC 2018-78 Mobile Food Truck and Retail Vendor Units Ordinance
7. EDC 2018-79 Brewery Text Amendment
8. EDC 2018-80 Economic Development Consultant Contract
9. EDC 2018-81 Meeting Schedule for 2019

Old Business:

Additional Business:

2018/2019 City Council Goals – Economic Development Committee		
Goal	Priority	Staff
“Manufacturing and Industrial Development”	1	Bart Olson, Krysti Barksdale-Noble, Erin Willrett, Lynn Dubajic, Eric Dhuse & Brad Sanderson
“Downtown Planning”	2	Bart Olson, Krysti Barksdale-Noble & Erin Willrett
“Riverfront Development”	3	Bart Olson, Tim Evans & Krysti Barksdale-Noble
“Southside Development”	4	Bart Olson, Krysti Barksdale-Noble & Lynn Dubajic
“Revenue Growth”	8	Rob Fredrickson, Krysti Barksdale-Noble & Lynn Dubajic
“Entrance Signage”	12	Krysti Barksdale-Noble & Erin Willrett

UNITED CITY OF YORKVILLE
WORKSHEET
ECONOMIC DEVELOPMENT COMMITTEE
Tuesday, November 6, 2018
6:00 PM
CITY HALL CONFERENCE ROOM

CITIZEN COMMENTS:

MINUTES FOR CORRECTION/APPROVAL:

1. October 2, 2018

- ☐ Approved _____
- ☐ As presented
- ☐ With corrections

NEW BUSINESS:

1. EDC 2018-73 Building Permit Report for September 2018

- ☐ Moved forward to CC _____ consent agenda? Y N
 - ☐ Approved by Committee _____
 - ☐ Bring back to Committee _____
 - ☐ Informational Item
 - ☐ Notes _____
-
-

2. EDC 2018-74 Building Inspection Report for September 2018

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

3. EDC 2018-75 Property Maintenance Report for September 2018

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

4. EDC 2018-76 Economic Development Report for October 2018

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

5. EDC 2018-77 Heartland Subdivision – PUD Amendment for Side Yard Setback

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

6. EDC 2018-78 Mobile Food Truck and Retail Vendor Units Ordinance

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

7. EDC 2018-79 Brewery Text Amendment

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

8. EDC 2018-80 Economic Development Consultant Contract

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

9. EDC 2018-81 Meeting Schedule for 2019

☐ Moved forward to CC _____ consent agenda? Y N

☐ Approved by Committee _____

☐ Bring back to Committee _____

☐ Informational Item

☐ Notes _____

ADDITIONAL BUSINESS:



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

Minutes

Tracking Number

Agenda Item Summary Memo

Title: Minutes of the Economic Development Committee – October 2, 2018

Meeting and Date: Economic Development Committee – November 6, 2018

Synopsis: _____

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: Majority

Council Action Requested: Committee Approval

Submitted by: Minute Taker

Name

Department

Agenda Item Notes:

Have a question or comment about this agenda item?

Call us Monday-Friday, 8:00am to 4:30pm at 630-553-4350, email us at agendas@yorkville.il.us, post at www.facebook.com/CityofYorkville, tweet us at @CityofYorkville, and/or contact any of your elected officials at <http://www.yorkville.il.us/320/City-Council>

DRAFT

**UNITED CITY OF YORKVILLE
ECONOMIC DEVELOPMENT COMMITTEE
Tuesday, October 2, 2018, 6:00pm
City Conference Room**

In Attendance:

Committee Members

Chairman Ken Koch
Alderman Joel Frieders

Alderman Carlo Colosimo
Alderman Seaver Tarulis

Other City Officials

Mayor Gary Golinski
City Administrator Bart Olson
Community Development Director Krysti Barksdale-Noble

Senior Planner Jason Engberg
Code Official Pete Ratos

Other Guests

Dan Kramer, Attorney
Lynn Dubajic, City Consultant
Eric Peterman, GRNE
Angela Berger, Blackberry Woods
Megan Fanthorpe, Blackberry Woods
Ben Kilgore, Blackberry Woods
Mary Snyder, Blackberry Woods
Mr. Chris Childers

Linda Girardi, Beacon News
Matt Asselmeier, Kendall County
Shawn Ajaz, Progressive Energy Group
Todd Milliron
Stefen Fanthorpe, Blackberry Woods
Mike Olszewski, Blackberry Woods
Marianne Tomse, Blackberry Woods

The meeting was called to order at 6:00pm by Chairman Ken Koch.

Citizen Comments: None

New Business:

(out of sequence)

5. EDC 2018-71 GRNE Solar – Kendall County Government Campus

Mr. Engberg presented a review of this request for a solar farm special use permit on a 7.4 acre site on the Kendall County Campus which is currently zoned 'O' office. He described the current site conditions and the surrounding properties. He explained that the solar panels rotate to follow the sun and that a glare study was provided by the petitioner. Fencing was also addressed and it was noted the Sheriff's office has requested the fence not be totally opaque for security purposes. No signage will be requested and a landscape plan is not yet complete. Abandonment of the system was also addressed. Mr. Engberg said staff has reviewed all components and he listed some conditions being requested of the Special Use. He said this petition will move forward to the Planning and Zoning Commission on November 14th.

Attorney Kramer commented on the glare issue and said the solar panels will only face east and west and will not produce glare to any nearby homes. He said the sheriff is OK with an opaque fence on the south to shield nearby homes and wishes to have a security camera inside the property and access to the property.

Concerned residents then presented questions and concerns they had as follows: possible noise from panel rotation, request to see layout which will be provided prior to PZC meeting, possible health hazards from panel breakage, how many panels and life expectancy, what type of ground cover, possible emission of radiation (manufacturer will be contacted), water basin maintenance and possible damage from water runoff, long-term effects, decrease of home value and request for tree buffer between homes and solar panels.

Mr. Peterman commented that even if the solar panel petition is not approved, there has been consideration for expanding the jail yard or there will be other type of development. He also said that tax credits will be received and in turn, the County will receive a lower electric rate.

Chairman Koch asked GRNE to contact all residents and the HOA and Mr. Peterman said he will try to set up a meeting with the HOA.

Alderman Frieders said he had done considerable internet research regarding solar panels and shared that information pertaining to some of the residents' questions.

Mr. Chris Childers discussed the cost per kilowatt hour and the ultimate savings to the county. He said the solar field would be a positive as opposed to some other possible future uses.

Minutes for Correction/Approval: September 4, 2018

The minutes were approved on a unanimous voice vote.

1. EDC 2018-67 Building Permit Reports for August 2018

Pete Ratos reported on single family and commercial permits issued and said there was a total of 121 permits in August. Most of the construction is occurring in Grande Reserve and Caledonia.

2. EDC 2018-68 Building Inspection Report for August 2018

Inspections for the month totaled 509 with the majority being single family homes. Mr. Ratos said miscellaneous permits are increasing.

3. EDC 2018-69 Property Maintenance Report for August 2018

In August, seven cases were heard, most of which were dismissed. He also briefly discussed the outcomes of two recent cases

4. EDC 2018-70 Economic Development Report for September 2018

Ms. Dubajic reported the following:

1. Fountain Village expects some businesses to locate there very soon.
2. The banquet hall opening is now extended to March.
3. More food-related businesses are looking at the city.
4. Planet Fitness has signed a lease and is remodeling the former Office Max space.

6. EDC 2018-72 Unified Development Ordinance (UDO) RFP

Staff wishes to have a comprehensive ordinance to encompass zoning, engineering, design standards, etc. She proposed an RFP to hire a firm to develop a single document including the Zoning Ordinance, Subdivision Control Ordinance, Landscape Ordinance and Appearance Code and to create a web-based version to utilize smart codes. A PIN would be input and information would be displayed that shows what standards are allowed/what can be built. This would streamline the process for staff. Ms. Noble hopes this procedure could begin in January and be complete in 16-18 months. The budgeted amount is \$50,000 and a budget amendment will be proposed if the project continues into the next budget year. The committee was OK with this proposal and the item moves forward to the consent agenda.

Old Business

1. EDC 2018-66 Sign Ordinance Text Amendment

This has been reviewed by counsel, revisions made and Mr. Engberg created additional graphics. There was a brief discussion on specific situations for signage. A Public Hearing will be held on October 10th.

Additional Business

There was no further business and the meeting adjourned at 7:25pm.

Minutes respectfully submitted by
Marlys Young, Minute Taker



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input checked="" type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #1

Tracking Number

EDC 2018-73

Agenda Item Summary Memo

Title: Building Permit Report for September 2018

Meeting and Date: Economic Development Committee – November 6, 2018

Synopsis: All permits issued in September 2018.

Council Action Previously Taken:

Date of Action: N/A Action Taken: N/A

Item Number: N/A

Type of Vote Required: Informational

Council Action Requested: None

Submitted by: D. Weinert Community Development
Name Department

Agenda Item Notes:



UNITED CITY OF YORKVILLE

BUILDING PERMIT REPORT

September 2018

TYPES OF PERMITS

	Number of Permits Issued	SFD <i>Single Family Detached</i>	B.U.I.L.D <i>Single Family Detached Program Begins 1/1/2012</i>	SFA <i>Single Family Attached</i>	Multi- Family <i>Apartments Condominiums</i>	Commercial <i>Includes all Permits Issued for Commercial Use</i>	Industrial	Misc.	Construction Cost	Permit Fees
September 2018	72	14	0	0	0	5	0	53	4,404,065.00	125,664.18
Calendar Year 2018	830	161	14	36	0	106	0	513	46,638,474.00	2,111,570.90
Fiscal Period 2019	523	120	0	0	0	50	0	353	30,403,282.00	1,032,661.79
September 2017	93	5	4	0	0	18	0	66	2,528,690.00	109,034.78
Calendar Year 2017	772	54	74	0	1/51 Units	120	0	523	54,958,183.00	2,094,010.18
Fiscal Period 2018	539	38	46	0	1/51 Units	76	0	378	44,364,839.00	1,504,600.65
September 2016	95	15	12	0	0	15	0	53	4,756,837.00	263,394.20
Calendar 2016	707	43	84	0	0	96	0	484	30,430,072.00	1,481,039.58
Fiscal Period 2017	486	36	54	0	0	55	0	341	21,947,896.00	1,016,638.24
September 2015	55	1	9	0	0	12	0	33	2,030,513.00	129,951.49
Calendar Year 2015	475	7	59	0	0	87	0	322	45,226,888.00	922,421.96
Fiscal Period 2016	329	6	37	0	0	50	0	236	9,690,878.00	532,184.20



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input checked="" type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #2

Tracking Number

EDC 2018-74

Agenda Item Summary Memo

Title: Building Inspection Report for September 2018

Meeting and Date: Economic Development Committee – November 6, 2018

Synopsis: All inspections scheduled in September 2018.

Council Action Previously Taken:

Date of Action: N/A Action Taken: N/A

Item Number: N/A

Type of Vote Required: Informational

Council Action Requested: None

Submitted by: D. Weinert Community Development
Name Department

Agenda Item Notes:

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 1

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BF	_____	040-RMC ROUGH MECHANICAL Comments1: HVAC TRUNK LINES ON 2ND FLOOR UNITS, BRA Comments2: HMS CONST CEDARHURST	20170301	4040 CANNONBALL TR			09/07/2018
BF	_____	041-INS INSULATION Comments1: CEDARHURST, BRAHMS CONST. MEMORY CARE G Comments2: REAT ROOM 1ST FLOOR.					09/12/2018
BF	_____	042-INS INSULATION Comments1: 11 UNITS ON 1ST FLOOR SOUTH SIDE CEDARHU Comments2: RST, BRAHMS CONST. AL 101-AL 111					09/20/2018
PBF	_____	043-REL ROUGH ELECTRICAL Comments1: CEDARHURST, BRAHMS , 1ST FLOOR COMMON AR Comments2: EAS, LOBBY, RECEP AREA, PLEASE DO THIS O Comments3: NE LAST					09/26/2018
BF	_____	018-FIN FINAL INSPECTION Comments1: WIN RICH	20170507	311 SUTTON ST	195		09/10/2018
PBF	_____	019-PLF PLUMBING - FINAL OSR READ Comments1: WIN RICH					09/10/2018
TK	_____	020-EFL ENGINEERING - FINAL INSPE					09/12/2018
BC	_____	001-FIN FINAL INSPECTION Comments1: WINDOW NEAR AC UNIT IS NOT CAULKED SUFFI Comments2: CIENTLY TO STOP WATER INFILTRATION	20170552	2977 OLD GLORY DR	260		09/06/2018
BF	_____	007-BGS BASEMENT GARAGE STOOPS	20170928	3152 MATLOCK DR	671		09/07/2018
BC	_____	014-FIN FINAL INSPECTION	20170929	3156 MATLOCK DR	670		09/14/2018
PBF	_____	015-PLF PLUMBING - FINAL OSR READ Comments1: GR DRHORTON					09/14/2018
TK	_____	016-EFL ENGINEERING - FINAL INSPE Comments1: NO PARKWAY TREE					09/17/2018
BC	_____	009-RFR ROUGH FRAMING	20170930	3153 MATLOCK DR	656		09/25/2018
BC	_____	010-INS INSULATION					09/27/2018
PBF	_____	011-PLR PLUMBING - ROUGH Comments1: GR HORTON					09/25/2018
BC	_____	012-REL ROUGH ELECTRICAL					09/25/2018

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UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 2

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BC	_____	013-RMC ROUGH MECHANICAL					09/25/2018
BF	_____	016-FIN FINAL INSPECTION	20170931	3183 MATLOCK DR	662		09/20/2018
		Comments1: GR HORTON					
PBF	_____	017-PLF PLUMBING - FINAL OSR READ					09/20/2018
		Comments1: GR HORTON					
TK	_____	018-EFL ENGINEERING - FINAL INSPE					09/20/2018
		Comments1: PARKWAY TREE					
BF	_____	016-FIN FINAL INSPECTION	20170932	3176 MATLOCK DR	665		09/19/2018
		Comments1: GR HORTON					
PBF	_____	017-PLF PLUMBING - FINAL OSR READ					09/19/2018
		Comments1: GR HORTON					
TK	_____	018-EFL ENGINEERING - FINAL INSPE					09/19/2018
PBF	_____	011-PLR PLUMBING - ROUGH	20170933	3172 MATLOCK DR	666		09/12/2018
		Comments1: GR DRHORTON					
BC	_____	012-REL ROUGH ELECTRICAL					09/12/2018
BC	_____	013-RMC ROUGH MECHANICAL					09/12/2018
BC	_____	014-RFR ROUGH FRAMING					09/12/2018
BC	_____	015-INS INSULATION					09/14/2018
BF	_____	016-WKS PUBLIC & SERVICE WALKS					09/25/2018
		Comments1: GR UPLAND, STOOPS					
BF	_____	007-BGS BASEMENT GARAGE STOOPS	20170934	3168 MATLOCK DR	667		09/07/2018
		Comments1: GR UPLAND					
BF	_____	009-RFR ROUGH FRAMING	20170936	3162 MATLOCK DR	669		09/11/2018
		Comments1: GR DRHORTON					
BF	_____	010-REL ROUGH ELECTRICAL					09/11/2018
BF	_____	011-RMC ROUGH MECHANICAL					09/07/2018
PBF	_____	012-PLR PLUMBING - ROUGH					09/11/2018
		Comments1: GR DRHORTON					
BF	_____	013-INS INSULATION					09/13/2018
		Comments1: GR DRHORTON					

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UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 3

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BF	_____	014-WKS PUBLIC & SERVICE WALKS Comments1: GR UPLAND					09/25/2018
BF	_____	001-FTG FOOTING Comments1: GR UPLAND	20170937	3137 MATLOCK DR	653		09/18/2018
BF	_____	002-FOU FOUNDATION Comments1: GR UPLAND				09/28/2018	
BC	_____	008-RFR ROUGH FRAMING	20170939	3147 MATLOCK DR	655	09/28/2018	
BC	_____	009-REL ROUGH ELECTRICAL				09/28/2018	
BC	_____	010-RMC ROUGH MECHANICAL				09/28/2018	
PBF	_____	011-PLR PLUMBING - ROUGH Comments1: GR HORTON				09/28/2018	
BF	_____	001-FTG FOOTING Comments1: GR UPLAND	20170940	3177 MATLOCK DR	661	09/28/2018	
BF	_____	014-FIN FINAL INSPECTION	20170942	3167 MATLOCK DR	659		09/17/2018
PBF	_____	015-PLF PLUMBING - FINAL OSR READ Comments1: GR DRHORTON					09/17/2018
TK	_____	016-EFL ENGINEERING - FINAL INSPE Comments1: PARKWAY TREE					09/17/2018
BF	_____	010-RFR ROUGH FRAMING Comments1: GR DRHORTON	20170943	3163 MATLOCK DR	658		09/06/2018
BF	_____	011-REL ROUGH ELECTRICAL Comments1: GF DRHORTON					09/06/2018
BF	_____	012-RMC ROUGH MECHANICAL Comments1: GR DRHORTON					09/06/2018
PBF	_____	013-PLR PLUMBING - ROUGH Comments1: GR DRHORTON					09/06/2018
BF	_____	014-INS INSULATION Comments1: DR HORTON GR					09/10/2018
BF	_____	001-FTG FOOTING Comments1: GR UPLAND	20170944	3157 MATLOCK DR	657		09/14/2018
BF	_____	002-FOU FOUNDATION Comments1: GR UPLAND					09/20/2018

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UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 4

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BF	_____	003-BKF BACKFILL Comments1: GR UPLAND					09/26/2018
BF	_____	001-FTG FOOTING Comments1: GR PULTE	20170955	2663 MCLELLAN BLVD			09/20/2018
BF	_____	002-FOU FOUNDATION Comments1: GR COX					09/26/2018
BF	_____	005-REL ROUGH ELECTRICAL	20170964	1942 RENA LN	10		09/04/2018
PBF	_____	006-PLR PLUMBING - ROUGH					09/04/2018
BF	_____	007-RMC ROUGH MECHANICAL Comments1: SEE INSPECTION SHEET					09/13/2018
BF	_____	005-REL ROUGH ELECTRICAL	20170965	1944 RENA LN	10		09/04/2018
PBF	_____	006-PLR PLUMBING - ROUGH					09/04/2018
BF	_____	007-RMC ROUGH MECHANICAL Comments1: SEE INSPECTION SHEET					09/13/2018
BF	_____	005-REL ROUGH ELECTRICAL	20170966	1946 RENA LN	10		09/04/2018
PBF	_____	006-PLR PLUMBING - ROUGH					09/04/2018
BF	_____	007-RMC ROUGH MECHANICAL Comments1: SEE INSPECTION SHEET					09/13/2018
BF	_____	005-REL ROUGH ELECTRICAL	20170967	1948 RENA LN	10		09/04/2018
PBF	_____	006-PLR PLUMBING - ROUGH					09/04/2018
BF	_____	007-RMC ROUGH MECHANICAL Comments1: SEE INSPECTION SHEET					09/13/2018
BF	_____	005-REL ROUGH ELECTRICAL	20170968	1952 RENA LN	10		09/04/2018
PBF	_____	006-PLR PLUMBING - ROUGH					09/04/2018
PBF	_____	007-PLR PLUMBING - ROUGH Comments1: REINSPECTION, TIMBER GLEN ABBY PROPERTIE Comments2: S					09/06/2018
BF	_____	008-RMC ROUGH MECHANICAL Comments1: SEE INSPECTION SHEET					09/13/2018

DATE: 10/02/2018
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UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 5

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BF		006-REL ROUGH ELECTRICAL Comments1: APPROVED AS NOTED	20170969	1954 RENA LN	10		09/04/2018
PBF		007-PLR PLUMBING - ROUGH					09/04/2018
PBF		008-PLR PLUMBING - ROUGH Comments1: REINSPECTION, TIMBER GLEN, ABBY PROPERTI Comments2: ES					09/06/2018
BF		009-RMC ROUGH MECHANICAL Comments1: SEE INSPECTION SHEET					09/13/2018
BF		005-REL ROUGH ELECTRICAL Comments1: APPROVED AS NOTED	20170970	1968 RENA LN	9		09/21/2018
BF		005-REL ROUGH ELECTRICAL Comments1: APPROVED AS NOTED	20170971	1966 RENA LN	9		09/21/2018
BF		006-REL ROUGH ELECTRICAL Comments1: APPROVED AS NOTED	20170972	1974 RENA LN	9		09/21/2018
BF		005-REL ROUGH ELECTRICAL Comments1: APPROVED AS NOTED	20170973	1962 RENA LN	9		09/21/2018
BF		005-REL ROUGH ELECTRICAL Comments1: APPROVED AS NOTED	20170974	1972 RENA LN	9		09/21/2018
BF		005-REL ROUGH ELECTRICAL Comments1: APPROVED AS NOTED	20170975	1964 RENA LN	9		09/21/2018
PR		001-FIN FINAL INSPECTION	20170990	212 S BRIDGE ST		09/28/2018	
BC		009-REL ROUGH ELECTRICAL	20180049	1610 N BRIDGE ST			09/04/2018
BC	08:00	010-PWK PRIVATE WALKS					09/05/2018
PR		011-ELS ELECTRIC SERVICE					09/06/2018
PBF		012-PLR PLUMBING - ROUGH					09/06/2018
PBF		013-PLR PLUMBING - ROUGH Comments1: ALDI'S					09/07/2018
MT		015-FFD BKFD FINAL INSPECTION				09/20/2018	
BC		016-FIN FINAL INSPECTION					09/21/2018
PBF		017-PLF PLUMBING - FINAL OSR READ Comments1: ALDI'S--SEE INSPECTION SHEET FOR FAILED Comments2: ITEMS					09/21/2018

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
PBF		018-REI REINSPECTION Comments1: ALDI'S					09/24/2018
BF		003-FOU FOUNDATION Comments1: GR MIDWEST	20180101	4429 E MILLBROOK DR	222		09/04/2018
BF		004-BKF BACKFILL Comments1: GR MIDWEST					09/07/2018
PBF		005-PLU PLUMBING - UNDERSLAB Comments1: GR RYAN					09/11/2018
BF		006-BGS BASEMENT GARAGE STOOPS Comments1: MIDWEST, GR					09/13/2018
BC		014-FIN FINAL INSPECTION	20180120	3187 MATLOCK DR	663		09/12/2018
PBF		015-PLF PLUMBING - FINAL OSR READ Comments1: GR DRHORTON					09/12/2018
TK		016-REI REINSPECTION Comments1: ENGINEERING SITE FINAL				09/13/2018	
BF		013-WKS PUBLIC & SERVICE WALKS Comments1: CANCEL	20180151	811 FREEMONT ST	41	09/19/2018	
BF		014-WKS PUBLIC & SERVICE WALKS Comments1: AND PATIO, HEARTLAND MEADOW					09/21/2018
TK		014-EFL ENGINEERING - FINAL INSPE	20180193	2608 MCLELLAN BLVD	60		09/18/2018
BC	13:00 AM	004-FIN FINAL INSPECTION Comments1: 2 QUAD RECEPTACLES ON SOUTH WALL AT SEWI Comments2: NG MACHINES, HOT AND NEUTRAL REVERSED	20180198	2821 OLD GLORY DR	229		09/19/2018
PBF	12:01 AM	005-PLF PLUMBING - FINAL OSR READ Comments1: BASEMENT FINISH, GRANDE RESERVE, DEAN 63 Comments2: 0-864-7675					09/21/2018
BC	14:00	011-PPS PRE-POUR, SLAB ON GRADE	20180200	8710 RT 71			09/27/2018
BF		015-WKS PUBLIC & SERVICE WALKS Comments1: CAL MIDWEST	20180210	3224 PINWOOD DR	38		09/05/2018
BC		016-FIN FINAL INSPECTION					09/27/2018
PBF		017-PLF PLUMBING - FINAL OSR READ					09/27/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 7

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
TK	_____	018-EFL ENGINEERING - FINAL INSPE					09/26/2018
TK	_____	015-EFL ENGINEERING - FINAL INSPE	20180211	3185 LONGVIEW DR	48		09/10/2018
BF	_____	016-FIN FINAL INSPECTION Comments1: CAL RYAN					09/10/2018
PBF	_____	017-PLF PLUMBING - FINAL OSR READ Comments1: CAL RYAN					09/10/2018
BC	_____	AM 007-PPS PRE-POUR, SLAB ON GRADE	20180242	1835 MARKETVIEW DR	7		09/05/2018
BF	_____	008-UGE UNDERGROUND ELECTRIC Comments1: BURGER KING,					09/19/2018
BF	_____	009-PPS PRE-POUR, SLAB ON GRADE Comments1: TRASH ENCLOSURE, PARKING LOT, BURGER KIN Comments2: G,					09/19/2018
BC	_____	PM 010-PPS PRE-POUR, SLAB ON GRADE Comments1: LIGHT POLES					09/24/2018
BC	_____	011-RFR ROUGH FRAMING Comments1: EXTERIOR LACK OF ANCHOR BOLTS					09/26/2018
BF	_____	015-WKS PUBLIC & SERVICE WALKS Comments1: WIN COMEX	20180259	622 SUTTON ST	163		09/07/2018
PBF	_____	016-SUM SUMP Comments1: WIN VERUNA					09/17/2018
BF	_____	017-FIN FINAL INSPECTION Comments1: INSTALL 2 JOIST HANGERS REAR DECK, SEAL Comments2: PENETRATION AROUND SUMP IN BASEMENT, FIN Comments3: ISH DRYWALL & WATER SERVICE FOR FRIDGE N Comments4: O PROPERLY ATTACHED.					09/19/2018
PBF	_____	018-PLF PLUMBING - FINAL OSR READ Comments1: WIN RICH					09/19/2018
TK	_____	019-EFL ENGINEERING - FINAL INSPE					09/19/2018
BF	_____	016-WKS PUBLIC & SERVICE WALKS Comments1: WIN COMEX	20180260	2411 FITZHUGH TURN	150		09/07/2018
TK	_____	014-EFL ENGINEERING - FINAL INSPE	20180274	2603 MCLELLAN BLVD	41		09/18/2018
BF	_____	015-FIN FINAL INSPECTION Comments1: GR PULTE					09/20/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 8

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
PBF		016-PLF PLUMBING - FINAL OSR READ Comments1: GR PULTE					09/20/2018
BF		014-FIN FINAL INSPECTION Comments1: GR PULTE	20180275	2672 MCLELLAN BLVD	53		09/17/2018
PBF		015-PLF PLUMBING - FINAL OSR READ Comments1: GR PULTE					09/17/2018
TK		016-EFL ENGINEERING - FINAL INSPE					09/18/2018
BF		014-INS INSULATION	20180299	612 WINDETT RIDGE RD	158		09/04/2018
BC		PM 015-PHD POST HOLE - DECK					09/10/2018
BC		016-STP STOOP				09/10/2018	
BC		PM 017-STP STOOP				09/10/2018	
BF		018-WKS PUBLIC & SERVICE WALKS Comments1: WIN COMEX				09/28/2018	
BF		019-WKS PUBLIC & SERVICE WALKS Comments1: WIN COMEX	20180300	2421 FITZHUGH TURN	149		09/07/2018
BF		020-FIN FINAL INSPECTION Comments1: WIN RICH					09/19/2018
PBF		021-PLF PLUMBING - FINAL OSR READ Comments1: WIN RICH					09/19/2018
TK		022-EFL ENGINEERING - FINAL INSPE					09/19/2018
BF		015-FIN FINAL INSPECTION Comments1: CAL RYAN	20180305	3158 BOOMBAH BLVD	129		09/06/2018
PBF		016-PLF PLUMBING - FINAL OSR READ Comments1: CAL RYAN					09/06/2018
TK		014-EFL ENGINEERING - FINAL INSPE	20180307	4424 E MILLBROOK CIR	262		09/10/2018
BF		015-FIN FINAL INSPECTION Comments1: GR RYAN					09/11/2018
PBF		016-PLF PLUMBING - FINAL OSR READ Comments1: GR RYAN					09/11/2018
BF		001-FTG FOOTING Comments1: GR UPLAND	20180333	3053 JUSTICE DR	633		09/24/2018

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BF	_____	002-FOU FOUNDATION Comments1: GR UPLAND					09/27/2018
BF	_____	001-FTG FOOTING Comments1: GR UPLAND	20180334	3075 JUSTICE DR	634		09/25/2018
BF	_____	001-FTG FOOTING Comments1: GR UPLAND	20180335	3097 MATLOCK DR	635		09/14/2018
BF	_____	002-FOU FOUNDATION Comments1: GR UPLAND					09/24/2018
BF	_____	003-BKF BACKFILL Comments1: GR UPLAND					09/26/2018
BF	_____	001-FTG FOOTING Comments1: GR UPLAND	20180337	3021 JUSTICE DR	632		09/25/2018
BF	_____	015-FIN FINAL INSPECTION Comments1: CAL RYAN	20180339	3244 PINWOOD DR	39		09/20/2018
PBF	_____	016-PLF PLUMBING - FINAL OSR READ Comments1: CAL RYAN					09/20/2018
TK	_____	017-EFL ENGINEERING - FINAL INSPE					09/20/2018
BF	_____	001-FTG FOOTING Comments1: GR UPLAND	20180360	3132 MATLOCK DR	675		09/17/2018
BF	_____	002-FOU FOUNDATION Comments1: GR UPLAND					09/26/2018
BF	_____	001-FTG FOOTING	20180361	3133 MATLOCK DR	652		09/18/2018
BF	_____	001-FTG FOOTING Comments1: GR UPLAND	20180363	3042 JUSTICE DR	630		09/24/2018
BF	_____	001-FTG FOOTING Comments1: GR UPLAND	20180365	3064 JUSTICE DR	629		09/26/2018
BC	_____	001-FTG FOOTING Comments1: GR UPLAND	20180366	3173 MATLOCK DR	660		09/17/2018
BF	_____	002-FOU FOUNDATION Comments1: GR UPLAND					09/25/2018
BF	_____	001-FTG FOOTING Comments1: GR UPLAND	20180367	3092 JUSTICE DR	628		09/27/2018

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
PBF	_____	008-SUM SUMP	20180386	2505 LYMAN LOOP	78		09/04/2018
BF	_____	009-STP STOOP Comments1: CANCEL				09/25/2018	
BC	_____	AM 007-STP STOOP Comments1: STRAIGHTEN FORM. CHECK STRING LINE	20180387	2626 BURR ST	13		09/20/2018
BF	_____	008-RFR ROUGH FRAMING Comments1: GR PULTE					09/24/2018
BF	_____	009-INS INSULATION Comments1: GR PULTE					09/26/2018
BF	_____	010-REL ROUGH ELECTRICAL Comments1: GR PULTE					09/24/2018
BF	_____	011-RMC ROUGH MECHANICAL					09/24/2018
PBF	_____	012-PLR PLUMBING - ROUGH Comments1: GR PULTE					09/24/2018
BF	_____	014-WKS PUBLIC & SERVICE WALKS Comments1: GR PULTE	20180388	2668 MCLELLAN BLVD	54		09/20/2018
BF	_____	013-WKS PUBLIC & SERVICE WALKS Comments1: GR COX	20180389	2187 BURR CT	6		09/05/2018
BC	_____	PM 015-PHD POST HOLE - DECK	20180394	532 WINDETT RIDGE RD	171		09/10/2018
BC	_____	PM 016-EPW ENGINEERING- PUBLIC WALK					09/10/2018
BC	_____	PM 017-PWK PRIVATE WALKS					09/10/2018
BC	10:45	003-RST FIRE OR DRAFT STOPPING	20180416	2472 FAIRFAX WAY	125		09/06/2018
BC	_____	PM 001-PPS PRE-POUR, SLAB ON GRADE	20180417	2648 MCLELLAN BLVD	56		09/07/2018
BF	_____	014-FIN FINAL INSPECTION Comments1: CAL RYAN	20180420	3172 LAUREN DR	114		09/20/2018
PBF	_____	015-PLF PLUMBING - FINAL OSR READ Comments1: CAL RYAN					09/20/2018
TK	_____	016-EFL ENGINEERING - FINAL INSPE					09/20/2018
BF	_____	014-FIN FINAL INSPECTION	20180421	4404 E MILLBROOK CIR	266		09/17/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 11

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
PBF		015-PLF PLUMBING - FINAL OSR READ Comments1: GR RYAN					09/17/2018
PR	09:30	002-RFR ROUGH FRAMING	20180443	728 E VETERANS PKWY 120			09/12/2018
BF		009-RFR ROUGH FRAMING Comments1: WIN RICH	20180448	712 KENTSHIRE DR	119		09/07/2018
BF		010-REL ROUGH ELECTRICAL Comments1: WIN RICH					09/07/2018
BF		011-RMC ROUGH MECHANICAL Comments1: WIN RICH					09/07/2018
PBF		012-PLR PLUMBING - ROUGH Comments1: WIN RICH					09/07/2018
BC		013-PHD POST HOLE - DECK					09/10/2018
BC		014-INS INSULATION Comments1: SEAL ENTRANCE DOOR & GARAGE PEDESTRIAN D Comments2: OOR WITH FOAM BEFORE INSTALLING SHEETROC Comments3: K					09/11/2018
BF		015-WKS PUBLIC & SERVICE WALKS Comments1: WIN COMEX				09/28/2018	
BC		009-STP STOOP	20180449	2432 FITZHUGH TURN	147		09/10/2018
BC		010-PHD POST HOLE - DECK					09/10/2018
PBF		011-PLR PLUMBING - ROUGH Comments1: WIN RICH					09/12/2018
BC		012-RFR ROUGH FRAMING					09/12/2018
BC		013-REL ROUGH ELECTRICAL					09/12/2018
BC		014-RMC ROUGH MECHANICAL					09/12/2018
PBF		015-INS INSULATION Comments1: WIN RICH					09/17/2018
BF		016-WKS PUBLIC & SERVICE WALKS Comments1: WIN COMEX				09/28/2018	
BC		AM 008-STP STOOP	20180450	682 KENTSHIRE DR	121		09/10/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 12

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BC	_____	AM 009-STP STOOP				09/10/2018	
BC	_____	010-PHD POST HOLE - DECK					09/10/2018
BF	_____	011-RFR ROUGH FRAMING Comments1: ANCHOR BOLTS NEEDED AT TNE OF MEMBERS SP Comments2: LIECES 12'. FASTEN ALL METAL TIES/STRAPS					09/19/2018
BF	_____	012-REL ROUGH ELECTRICAL Comments1: WIN RICH					09/19/2018
BF	_____	013-RMC ROUGH MECHANICAL Comments1: SEAL ALL SOFFIT DUCTWORK					09/19/2018
PBF	_____	014-PLR PLUMBING - ROUGH Comments1: WIN RICH					09/19/2018
BF	_____	015-INS INSULATION Comments1: WIN RICH					09/21/2018
BF	_____	016-WKS PUBLIC & SERVICE WALKS Comments1: WIN COMEX				09/28/2018	
BC	_____	013-BSM BASEMENT FLOOR	20180458	1638 CORNERSTONE DR	32		09/04/2018
BC	_____	014-STP STOOP					09/04/2018
BF	_____	015-GAR GARAGE FLOOR Comments1: BRIARWOOD, SOPRIS					09/07/2018
BF	_____	016-WKS PUBLIC & SERVICE WALKS Comments1: BRIARWOOD, SOPRIS & PATIO					09/19/2018
PBF	_____	005-PLR PLUMBING - ROUGH Comments1: HLC TIM GREYER	20180459	481 OMAHA DR	2	09/28/2018	
PBF	_____	006-PLU PLUMBING - UNDERSLAB Comments1: HLC TIM GREYER				09/28/2018	
BF	_____	007-RFR ROUGH FRAMING Comments1: HEARTLAND CIRCLE TIM GREYER				09/28/2018	
BF	_____	008-REL ROUGH ELECTRICAL Comments1: HLC TIM GREYER				09/28/2018	
BF	_____	009-RMC ROUGH MECHANICAL Comments1: HLC TIM GREYER				09/28/2018	

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 13

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
PBF	_____	002-PLR PLUMBING - ROUGH Comments1: BATHROOM REMODEL,	20180472	943 WESTERN LN	92		09/26/2018
PBF	_____	001-PLU PLUMBING - UNDERSLAB Comments1: GRACE COFFEE - MARTIN PLUMBING	20180479	42 W COUNTRYSIDE PKWY			09/12/2018
TK	_____	015-EFL ENGINEERING - FINAL INSPE	20180491	3127 MATLOCK DR	651		09/25/2018
BC	_____	016-FIN FINAL INSPECTION					09/25/2018
PBF	_____	017-PLF PLUMBING - FINAL OSR READ Comments1: GR DRHORTON				09/25/2018	
BC	_____	AM 007-STP STOOP	20180508	2636 BURR ST	12		09/20/2018
BF	_____	016-FIN FINAL INSPECTION Comments1: CAL RYAN	20180518	3246 BOOMBAH BLVD	139		09/21/2018
PBF	_____	017-PLF PLUMBING - FINAL OSR READ Comments1: CAL RYAN					09/21/2018
PBF	_____	018-REI REINSPECTION Comments1: PLUMBING FINAL, CAL RYAN					09/24/2018
TK	_____	019-EFL ENGINEERING - FINAL INSPE					09/25/2018
BF	_____	013-WKS PUBLIC & SERVICE WALKS Comments1: CAL MIDWEST	20180519	3311 LAUREN DR	79		09/05/2018
TK	_____	014-EFL ENGINEERING - FINAL INSPE					09/26/2018
TK	_____	016-EFL ENGINEERING - FINAL INSPE	20180520	3321 LAUREN DR	78		09/24/2018
BC	_____	017-FIN FINAL INSPECTION					09/26/2018
PBF	_____	018-PLF PLUMBING - FINAL OSR READ Comments1: CAL RYAN					09/26/2018
BF	_____	011-INS INSULATION Comments1: CAL RYAN	20180521	4443 E MILLBROOK CIR	225		09/04/2018
BF	_____	012-WKS PUBLIC & SERVICE WALKS Comments1: CAL MIDWEST					09/05/2018
BC	_____	002-REI REINSPECTION Comments1: OCCUPANCY- LABEL CIRCUITS IN ELEC PANEL	20180536	1541 SYCAMORE RD			09/10/2018
BF	_____	008-RFR ROUGH FRAMING Comments1: GR RYAN	20180538	2839 SILVER SPRINGS CT	250		09/05/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 14

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BF		009-REL ROUGH ELECTRICAL Comments1: GR RYAN					09/05/2018
BF		010-RMC ROUGH MECHANICAL Comments1: GR RYAN					09/05/2018
PBF		011-PLR PLUMBING - ROUGH Comments1: CAL RYAN					09/05/2018
BF		012-INS INSULATION Comments1: CAL RYAN					09/07/2018
BF		013-WKS PUBLIC & SERVICE WALKS Comments1: GR MIDWEST					09/13/2018
BC		008-STP STOOP	20180539	752 KENTSHIRE DR	115		09/19/2018
BC	AM	008-STP STOOP	20180540	758 KENTSHIRE DR	114		09/19/2018
BC		009-RFR ROUGH FRAMING					09/27/2018
BC		010-REL ROUGH ELECTRICAL					09/27/2018
BC		011-RMC ROUGH MECHANICAL					09/27/2018
PBF		012-PLR PLUMBING - ROUGH Comments1: WINDETT RICH					09/27/2018
BC		007-RFR ROUGH FRAMING	20180545	1122 CARLY DR	25		09/28/2018
BC		008-REL ROUGH ELECTRICAL					09/28/2018
BC		009-RMC ROUGH MECHANICAL					09/28/2018
PBF		010-PLR PLUMBING - ROUGH Comments1: BBW MCCUE				09/28/2018	
BF		001-FTG FOOTING Comments1: GR UPLAND	20180548	3128 MATLOCK DR	676		09/21/2018
TK		014-EFL ENGINEERING - FINAL INSPE	20180549	3136 MATLOCK DR	674		09/25/2018
BC		015-FIN FINAL INSPECTION					09/25/2018
PBF		016-PLF PLUMBING - FINAL OSR READ Comments1: GR DR HORTON					09/25/2018
BC		009-RFR ROUGH FRAMING	20180552	4302 E MILLBROOK CIR	276		09/18/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 15

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BC	_____	010-REL ROUGH ELECTRICAL					09/18/2018
BC	_____	011-RMC ROUGH MECHANICAL					09/18/2018
PBF	_____	012-PLR PLUMBING - ROUGH Comments1: GR RYAN					09/18/2018
BC	_____	013-INS INSULATION					09/20/2018
BF	_____	014-WKS PUBLIC & SERVICE WALKS Comments1: GR MIDWEST					09/26/2018
BC	_____	009-PHD POST HOLE - DECK	20180557	1206 CANNONBALL TR	3		09/11/2018
BC	_____	001-PPS PRE-POUR, SLAB ON GRADE	20180561	2957 ELLSWORTH DR	405		09/04/2018
BC	_____	001-PHD POST HOLE - DECK	20180570	1316 WILLOW WAY			09/11/2018
BC	_____	001-FIN FINAL INSPECTION	20180573	415 JACKSON ST			09/14/2018
BC	_____	001-FIN FINAL INSPECTION Comments1: AWNING/SIGN	20180580	135 E VETERANS PKWY		09/28/2018	
BC	_____	001-PHD POST HOLE - DECK	20180587	1027 N CARLY CIR	118		09/11/2018
BF	_____	007-STP STOOP Comments1: CANCEL	20180593	2628 MCLELLAN BLVD	58	09/24/2018	
PBF	_____	008-SUM SUMP	20180594	2631 BURR ST	81		09/04/2018
BC	_____	009-STP STOOP Comments1: CANCEL				09/25/2018	
BC	_____	010-STP STOOP Comments1: CANCEL				09/25/2018	
BC	_____	AM 009-STP STOOP	20180595	2622 BURR ST	14		09/20/2018
BF	_____	008-STP STOOP Comments1: CANCEL	20180596	2623 MCLELLAN BLVD	43	09/25/2018	
BC	15:00	006-FIN FINAL INSPECTION Comments1: BASEMENT FINISH	20180597	2304 OLIVE LN	279		09/19/2018
PBF	_____	007-PLF PLUMBING - FINAL OSR READ Comments1: BASEMENT FINISH, THIS INSPECTION RIGHT A Comments2: FTER THE ONE ON ELLSWORTH PLEASE.					09/20/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 16

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BC	_____	008-STP STOOP Comments1: CANCEL	20180606	2651 BURR ST	84	09/25/2018	
BC	_____	009-STP STOOP Comments1: CANCEL				09/25/2018	
BF	_____	007-RFR ROUGH FRAMING Comments1: GR RYAN	20180615	4364 E MILLBROOK CIR	270		09/13/2018
BF	_____	008-REL ROUGH ELECTRICAL					09/13/2018
BF	_____	009-RMC ROUGH MECHANICAL					09/13/2018
PBF	_____	010-PLR PLUMBING - ROUGH Comments1: GR RYAN					09/13/2018
BF	_____	011-INS INSULATION Comments1: GR RYAN					09/17/2018
BF	_____	012-WKS PUBLIC & SERVICE WALKS Comments1: GR MIDWEST					09/27/2017
PBF	_____	004-PLU PLUMBING - UNDERSLAB Comments1: GR RYAN	20180616	4352 E MILLBROOK CIR	271		09/06/2018
BF	_____	006-BKF BACKFILL Comments1: REINSPECTION					09/04/2018
BF	_____	007-BGS BASEMENT GARAGE STOOPS Comments1: GR MIDWEST					09/07/2018
BC	_____	008-RFR ROUGH FRAMING				09/28/2018	
BC	_____	009-REL ROUGH ELECTRICAL				09/28/2018	
BC	_____	010-RMC ROUGH MECHANICAL				09/28/2018	
PBF	_____	011-PLR PLUMBING - ROUGH Comments1: GR RYAN				09/28/2018	
BF	_____	003-FOU FOUNDATION Comments1: GR MIDWEST	20180618	2829 SILVER SPRINGS CT	247		09/04/2018
BF	_____	004-BKF BACKFILL Comments1: GR MIDWEST					09/07/2018
PBF	_____	005-PLU PLUMBING - UNDERSLAB Comments1: GR RYAN					09/11/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 17

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BF	_____	006-BGS BASEMENT GARAGE STOOPS Comments1: GR MIDWEST					09/13/2018
PR	_____	004-FIN FINAL INSPECTION	20180619	1962 PRAIRIE ROSE LN	103		09/25/2018
BC	_____	006-RFR ROUGH FRAMING Comments1: DECK	20180641	303 E RIDGE ST	2		09/12/2018
BC	_____	002-FIN FINAL INSPECTION Comments1: ROOF	20180655	302 CENTER PKWY			09/04/2018
PBF	_____	004-ESW ENGINEERING - SEWER / WAT Comments1: WIN VERUNA	20180659	502 WINDETT RIDGE RD	175		09/06/2018
PBF	_____	005-PLU PLUMBING - UNDERSLAB Comments1: WIN RICH					09/17/2018
BF	_____	006-BSM BASEMENT FLOOR Comments1: WIN COMEX					09/18/2018
BF	_____	007-GAR GARAGE FLOOR Comments1: WIN COMEX					09/18/2018
PBF	_____	006-PLU PLUMBING - UNDERSLAB Comments1: WIN RICH - PROVIDE RADON PIPING PER IL R Comments2: ADON ACT	20180660	506 WINDETT RIDGE RD	174		09/05/2018
BF	_____	007-BSM BASEMENT FLOOR Comments1: WIN COMEX--SEAL ALL PENETRATIONS PRIOR T Comments2: O POURING					09/10/2018
BF	_____	008-GAR GARAGE FLOOR Comments1: WIN COMEX					09/10/2018
PBF	_____	005-PLU PLUMBING - UNDERSLAB Comments1: WIN RICH	20180661	2721 PHELPS CT	267		09/05/2018
BF	_____	006-BSM BASEMENT FLOOR Comments1: WIN COMEX					09/10/2018
BF	_____	007-GAR GARAGE FLOOR Comments1: WIN COMEX					09/10/2018
BF	_____	001-FTG FOOTING Comments1: CAL MIDWEST	20180667	3133 PINWOOD DR	32		09/06/2018
BF	_____	003-FOU FOUNDATION Comments1: CAL MIDWEST COMPLETE GARAGE FORM INSTALL					09/07/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 18

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BF		004-BKF BACKFILL Comments1: CAL MIDWEST					09/12/2018
PBF		005-PLU PLUMBING - UNDERSLAB Comments1: CAL RYAN					09/18/2018
PBF		006-SEW SEWER INSPECTION Comments1: CAL WINNINGER					09/14/2018
BF		007-BGS BASEMENT GARAGE STOOPS Comments1: CAL MIDWEST					09/19/2018
PBF		004-PLU PLUMBING - UNDERSLAB Comments1: CAL RYAN	20180668	324 FONTANA DR	55		09/05/2018
PBF		005-SEW SEWER INSPECTION Comments1: HUNG SEWER WINNINGER CAL					09/04/2018
BF		006-BGS BASEMENT GARAGE STOOPS Comments1: CAL MIDWEST- SEAL ALL PENETRATIONS & REM Comments2: OVE ALL STANDING WATER					09/07/2018
BC		007-RFR ROUGH FRAMING					09/26/2018
BC		008-REL ROUGH ELECTRICAL					09/26/2018
BC		009-RMC ROUGH MECHANICAL					09/26/2018
PBF		010-PLR PLUMBING - ROUGH Comments1: CAL RYAN					09/26/2018
BC		011-INS INSULATION				09/28/2018	
BF		007-RFR ROUGH FRAMING Comments1: GR RYAN	20180669	2833 SILVER SPRINGS CT	248		09/24/2018
BF		008-REL ROUGH ELECTRICAL Comments1: GR RYAN					09/24/2018
BF		009-RMC ROUGH MECHANICAL Comments1: GR RYAN					09/24/2018
PBF		010-PLR PLUMBING - ROUGH Comments1: GR RYAN					09/24/2018
BC		011-INS INSULATION					09/26/2018
PBF	08:00	005-PLF PLUMBING - FINAL OSR READ Comments1: BASEMENT FINISH GRANDE RESERVE, CONTRACT Comments2: OR WILL BE THERE AT 8AM. FINAL PLUMB FOR Comments3: FINISH BASEMENT IN AUTUMN CREEK SHOULD Comments4: IMMEDIATELY FOLLOW.	20180677	2924 ELLSWORTH DR	370		09/20/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 19

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BC	14:30	006-FIN FINAL INSPECTION					09/19/2018
BC	_____	001-PPS PRE-POUR, SLAB ON GRADE	20180680	4569 MARQUETTE ST	1252		09/06/2018
BC	_____	001-ROF ROOF UNDERLAYMENT ICE & W	20180684	705 STATE ST			09/10/2018
BF	_____	002-FOU FOUNDATION Comments1: WIN COMEX	20180701	742 KENTSHIRE DR	116		09/05/2018
BF	_____	003-BKF BACKFILL Comments1: WIN COMEX					09/11/2018
PBF	_____	004-ESW ENGINEERING - SEWER / WAT Comments1: WIN VERUNA					09/17/2018
PBF	_____	005-PLU PLUMBING - UNDERSLAB Comments1: WIN RICH PROVIDE PROPER RADON PIPING					09/25/2018
PBF	_____	006-REI REINSPECTION Comments1: WIN RICH PLUMBING UNDERGROUND					09/27/2018
PBF	_____	004-ESW ENGINEERING - SEWER / WAT Comments1: BBW, MCCUE	20180704	1211 PATRICK CT	17		09/07/2018
PBF	_____	005-PLU PLUMBING - UNDERSLAB Comments1: BBW MCCUE--PROVIDE PROPER PIPING FOR RAD Comments2: ON					09/20/2018
BC	_____	001-PHD POST HOLE - DECK	20180714	721 GREENFIELD TURN	67		09/11/2018
BC	_____	001-PHF POST HOLE - FENCE	20180717	702 GREENFIELD TURN	99		09/04/2018
BC	_____	001-PHF POST HOLE - FENCE	20180718	568 WINDETT RIDGE RD	168	09/28/2018	
BF	_____	001-FTG FOOTING Comments1: GR MIDWEST	20180720	2843 KETCHUM CT	219		09/19/2018
PBF	_____	002-WAT WATER Comments1: GR WINNINGER					09/19/2018
BF	_____	003-FOU FOUNDATION Comments1: GR MIDWEST					09/21/2018
BF	_____	004-BKF BACKFILL Comments1: GR MIDWEST					09/25/2018
PBF	_____	004-PLU PLUMBING - UNDERSLAB Comments1: HEARTLAND MEADOWS , MARKER	20180724	826 ALEXANDRA LN	33		09/06/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 20

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BC	_____	005-UGE UNDERGROUND ELECTRIC					09/10/2018
BC	_____	006-RMC ROUGH MECHANICAL Comments1: UNDER SLAB					09/10/2018
PBF	_____	007-PLU PLUMBING - UNDERSLAB Comments1: HMD MARKER, ADDITIONAL UNDERSLAB FOR H2O Comments2: LINES					09/18/2018
BF	_____	008-PPS PRE-POUR, SLAB ON GRADE Comments1: HEARTLAND MEADOWS SOPRIS					09/19/2018
BC	_____	001-PHD POST HOLE - DECK	20180729	1973 MEADOWLARK LN	121		09/05/2018
BC	_____	AM 001-TRN TRENCH - (GAS, ELECTRIC,	20180735	202 BURNETT ST	1234		09/12/2018
PBF	_____	001-ESW ENGINEERING - SEWER / WAT Comments1: CAL WINNINGER, APPROVED AS NOTED	20180737	3195 LONGVIEW DR	47		09/05/2018
BF	_____	002-FTG FOOTING Comments1: CAL MIDWEST					09/06/2018
BF	_____	003-FOU FOUNDATION Comments1: CAL MIDWEST					09/10/2018
BF	_____	004-BKF BACKFILL Comments1: CAL MIDWEST					09/12/2018
PBF	_____	005-PLU PLUMBING - UNDERSLAB Comments1: CAL RYAN					09/17/2018
PBF	_____	006-SEW SEWER INSPECTION Comments1: WINNINGER					09/14/2018
BF	_____	007-BGS BASEMENT GARAGE STOOPS Comments1: CAL MIDWEST					09/19/2018
PBF	_____	001-ESW ENGINEERING - SEWER / WAT Comments1: CAL WINNINGER	20180738	3101 LAUREN DR	93		09/26/2018
BF	_____	002-FTG FOOTING Comments1: CAL MIDWEST					09/26/2018
BF	_____	003-FOU FOUNDATION Comments1: CAL MIDWEST				09/28/2018	
BF	_____	001-FTG FOOTING Comments1: GR MIDWEST	20180739	2846 KETCHUM CT	211		09/19/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 21

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
PBF	_____	002-WAT WATER Comments1: GR WINNINGER					09/19/2018
BF	_____	003-FOU FOUNDATION Comments1: GR RYAN					09/24/2018
BF	_____	004-BKF BACKFILL Comments1: GR MIDWEST					09/25/2018
BC	_____	001-FIN FINAL INSPECTION	20180740	4504 MARQUETTE ST	1224		09/04/2018
PBF	_____	001-PLR PLUMBING - ROUGH Comments1: GRANDE RESERVE, KITCHEN REMODEL	20180742	2934 OLD GLORY DR	268		09/11/2018
BC	_____	AM 002-RFR ROUGH FRAMING					09/11/2018
BC	_____	AM 003-REL ROUGH ELECTRICAL					09/11/2018
BF	_____	001-FTG FOOTING Comments1: WIN COMEX	20180744	510 WINDETT RIDGE RD	173		09/18/2018
BF	_____	002-FOU FOUNDATION Comments1: WIN COMEX					09/20/2018
BF	_____	003-BKF BACKFILL Comments1: WIN COMEX					09/25/2018
BF	_____	001-FTG FOOTING Comments1: WIN COMEX	20180746	732 KENTSHIRE DR	117		09/18/2018
BC	_____	002-FOU FOUNDATION Comments1: WIN COMEX					09/25/2018
BF	_____	003-BKF BACKFILL Comments1: WIN COMEX				09/27/2018	
BC	_____	001-PPS PRE-POUR, SLAB ON GRADE	20180753	932 S CARLY CIR	101		09/18/2018
BF	_____	003-FOU FOUNDATION Comments1: HEARTLAND MDWS, SOPRIS	20180754	828 ALEXANDRA LN	34		09/05/2018
BC	_____	004-BKF BACKFILL					09/12/2018
PBF	_____	005-RAD RADON Comments1: RADON VENT PARTIAL , HMD MARKER					09/20/2018
BF	_____	006-PPS PRE-POUR, SLAB ON GRADE Comments1: HEARTLAND MEADOW, MARKER--CRAWL SPACE					09/21/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 22

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BC	_____	001-PPS PRE-POUR, SLAB ON GRADE	20180755	996 S CARLY CIR	111		09/04/2018
BC	_____	001-PPS PRE-POUR, SLAB ON GRADE	20180756	1163 CODY CT	9	09/28/2018	
BC	_____	PM 002-RFR ROUGH FRAMING	20180767	1845 ASTER DR	95		09/25/2018
BF	_____	001-FTG FOOTING Comments1: GR COX	20180771	2688 MCLELLAN BLVD	52		09/17/2018
BF	_____	002-FOU FOUNDATION Comments1: GR COX					09/18/2018
BF	_____	003-BKF BACKFILL Comments1: GR COX					09/25/2018
PBF	_____	004-WAT WATER Comments1: GR VERUNA					09/25/2018
BF	_____	001-FTG FOOTING Comments1: GR COX	20180772	2602 MCLELLAN BLVD	61		09/17/2018
BF	_____	002-FOU FOUNDATION Comments1: GR COX					09/19/2018
BF	_____	003-BKF BACKFILL Comments1: GR COX					09/25/2018
PBF	_____	004-WAT WATER Comments1: GR VERUNA					09/25/2018
BF	_____	001-FTG FOOTING Comments1: GR COX	20180774	2639 BURR ST	82		09/18/2018
BF	_____	002-FOU FOUNDATION Comments1: GR COX					09/26/2018
BC	_____	001-PPS PRE-POUR, SLAB ON GRADE	20180775	837 PRAIRIE CROSSING DR	175		09/20/2018
BC	11:00	001-PHF POST HOLE - FENCE	20180780	1189 WALSH DR	125		09/19/2018
BC	_____	001-PHF POST HOLE - FENCE	20180781	514 POWERS CT			09/14/2018
PR	_____	001-BND POOL BONDING	20180782	478 HONEYSUCKLE LN	160	09/21/2018	
BC	_____	001-PHF POST HOLE - FENCE	20180783	808 CAULFIELD PT	111		09/17/2018
BC	_____	001-PPS PRE-POUR, SLAB ON GRADE	20180784	2311 PRAIRIE GRASS LN	298		09/27/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 23

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BC	_____	001-PHF POST HOLE - FENCE Comments1: CANCEL	20180785	3176 MATLOCK DR	665	09/26/2018	
BC	_____	002-PHF POST HOLE - FENCE					10/01/2018
BF	_____	001-FTG FOOTING Comments1: GR MIDWEST	20180786	2838 KETCHUM DR	213		09/12/2018
PBF	_____	002-WAT WATER Comments1: GR WINNINGER					09/12/2018
BF	_____	003-FOU FOUNDATION Comments1: MIDWEST GR					09/13/2018
PBF	_____	004-PLU PLUMBING - UNDERSLAB Comments1: GR RYAN					09/25/2018
BF	_____	005-BKF BACKFILL Comments1: GR MIDWEST					09/24/2018
BF	_____	006-BGS BASEMENT GARAGE STOOPS Comments1: GR MIDWEST					09/26/2018
PBF	_____	001-ESW ENGINEERING - SEWER / WAT Comments1: CAL WINNINGER	20180787	3148 BOOMBAH BLVD	128		09/26/2018
BF	_____	002-FTG FOOTING Comments1: CAL MIDWEST					09/26/2018
BF	_____	003-FOU FOUNDATION Comments1: CAL MIDWEST					09/27/2018
BC	_____	001-ROF ROOF UNDERLAYMENT ICE & W	20180788	807 MORGAN ST			09/05/2018
BC	_____	001-PHD POST HOLE - DECK Comments1: HOLES NOT OF SUFFICIENT DEPTH. MINIMUM O Comments2: F 42" REQUIRED.	20180790	1082 GRACE DR	96		09/17/2018
BC	_____	002-REI REINSPECTION					09/18/2018
BC	_____	003-RFR ROUGH FRAMING					09/25/2018
BF	_____	001-FTG FOOTING Comments1: GR MIDWEST	20180793	2825 SHERIDAN CT	207		09/12/2018
PBF	_____	002-WAT WATER Comments1: GR WINNINGER					09/12/2018

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 24

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
BF		003-FOU FOUNDATION Comments1: GR MIDWEST					09/14/2018
PBF		004-PLU PLUMBING - UNDERSLAB Comments1: GR RYAN					09/25/2018
BF		005-BKF BACKFILL Comments1: GR MIDWEST					09/24/2018
BF		006-BGS BASEMENT GARAGE STOOPS Comments1: GR MIDWEST					09/26/2018
BF		001-FTG FOOTING Comments1: BBW - MCCUE CONCRETE AT 10:30, NORWOOD C Comments2: ONCRETE	20180794	978 S CARLY CIR	107		09/24/2018
BF		AM 002-FOU FOUNDATION Comments1: BBW - NORWOOD CONCRETE, CONCRETE AT 10:3 Comments2: 0					09/27/2018
BC		001-PHF POST HOLE - FENCE	20180799	961 HOMESTEAD DR	118		09/13/2018
BC		001-ROF ROOF UNDERLAYMENT ICE & W	20180801	307 KING ST			09/10/2018
BC		001-PHD POST HOLE - DECK	20180802	996 S CARLY CIR	111		09/19/2018
BC		001-ROF ROOF UNDERLAYMENT ICE & W	20180803	1314 EVERGREEN LN	138		09/12/2018
BC		002-FIN FINAL INSPECTION					09/18/2018
BC	09:30	001-ROF ROOF UNDERLAYMENT ICE & W	20180807	461 WALSH DR			09/18/2018
BC	11:15	001-ROF ROOF UNDERLAYMENT ICE & W	20180808	659 WHITE OAK WAY			09/21/2018
BC		001-PHF POST HOLE - FENCE	20180810	2051 RAINTREE RD	69		09/20/2018
BC		001-ROF ROOF UNDERLAYMENT ICE & W	20180813	1309 WILLOW WAY			09/19/2018
BC	12:30	001-PHF POST HOLE - FENCE	20180829	311 SUTTON ST	195	09/26/2018	
BC		001-ROF ROOF UNDERLAYMENT ICE & W Comments1: NOT READY	20180832	2564 OVERLOOK CT	17	09/24/2018	
BC		002-ROF ROOF UNDERLAYMENT ICE & W					09/27/2018
BC	10:00	001-ROF ROOF UNDERLAYMENT ICE & W	20180834	511 W DOLPH ST		09/28/2018	

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE

PERMIT TYPE SUMMARY:		ADD ADDITION			9		
		AGP ABOVE-GROUND POOL			2		
		BIP BUILD INCENTIVE PROGRAM SFD			2		
		BSM BASEMENT REMODEL			7		
		CCO COMMERCIAL OCCUPANCY PERMIT			1		
		COM COMMERCIAL BUILDING			9		
		CRM COMMERCIAL REMODEL			4		
		DCK DECK			9		
		FNC FENCE			10		
		PTO PATIO / PAVERS			7		
		REM REMODEL			6		
		ROF ROOFING			12		
		SFA SINGLE-FAMILY ATTACHED			26		
		SFD SINGLE-FAMILY DETACHED			324		
		SGN SIGN			1		
		SHD SHED/ACCESSORY BUILDING			1		
		WIN WINDOW REPLACEMENT			3		
INSPECTION SUMMARY:		BGS BASEMENT GARAGE STOOPS			10		
		BKF BACKFILL			17		
		BND POOL BONDING			1		
		BSM BASEMENT FLOOR			4		
		EFL ENGINEERING - FINAL INSPECTION			20		
		ELS ELECTRIC SERVICE			1		
		EPW ENGINEERING- PUBLIC WALK			1		
		ESW ENGINEERING - SEWER / WATER			6		
		FFD BKFD FINAL INSPECTION			1		
		FIN FINAL INSPECTION			33		
		FOU FOUNDATION			25		
		FTG FOOTING			29		
		GAR GARAGE FLOOR			4		
		INS INSULATION			17		
		PHD POST HOLE - DECK			12		
		PHF POST HOLE - FENCE			10		
		PLF PLUMBING - FINAL OSR READY			25		
		PLR PLUMBING - ROUGH			30		
		PLU PLUMBING - UNDERSLAB			17		
		PPS PRE-POUR, SLAB ON GRADE			14		
		PWK PRIVATE WALKS			2		
		RAD RADON			1		
		REI REINSPECTION			6		
		REL ROUGH ELECTRICAL			33		
		RFR ROUGH FRAMING			24		
		RMC ROUGH MECHANICAL			26		
		ROF ROOF UNDERLAYMENT ICE & WATER			10		
		RST FIRE OR DRAFT STOPPING			1		
		SEW SEWER INSPECTION			3		

DATE: 10/02/2018
TIME: 15:55:15
ID: PT4A0000.WOW

UNITED CITY OF YORKVILLE
CALLS FOR INSPECTION REPORT

PAGE: 26

INSPECTIONS SCHEDULED FROM 09/01/2018 TO 09/30/2018

INSPECTOR	TIME	TYPE OF INSPECTION	PERMIT	ADDRESS	LOT	SCHED. DATE	COMP. DATE
		STP STOOP			18		
		SUM SUMP			3		
		TRN TRENCH - (GAS, ELECTRIC, ETC)			1		
		UGE UNDERGROUND ELECTRIC			2		
		WAT WATER			6		
		WKS PUBLIC & SERVICE WALKS			20		
INSPECTOR SUMMARY:		BC BOB CREADEUR			127		
		BF B&F INSPECTOR CODE SERVICE			183		
		MT MICHAEL TORRENCE			1		
		PBF BF PLUMBING INSPECTOR			96		
		PR PETER RATOS			5		
		TK TOM KONEN			21		
STATUS SUMMARY:	A	BF			4		
	A	PBF			2		
	C	BC			22		
	C	BF			18		
	C	MT			1		
	C	PBF			29		
	C	PR			2		
	C	TK			19		
	I	BC			105		
	I	BF			161		
	I	PBF			65		
	I	PR			3		
	I	TK			2		
REPORT SUMMARY:					433		



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input checked="" type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #3

Tracking Number

EDC 2018-75

Agenda Item Summary Memo

Title: Property Maintenance Report for September 2018

Meeting and Date: Economic Development Committee – November 6, 2018

Synopsis: _____

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: Informational

Council Action Requested: None

Submitted by: Pete Ratos Community Development
Name Department

Agenda Item Notes:

Have a question or comment about this agenda item?

Call us Monday-Friday, 8:00am to 4:30pm at 630-553-4350, email us at agendas@yorkville.il.us, post at www.facebook.com/CityofYorkville, tweet us at @CityofYorkville, and/or contact any of your elected officials at <http://www.yorkville.il.us/320/City-Council>



Memorandum

To: Economic Development Committee
From: Pete Ratos, Code Official
CC: Bart Olson, Krysti Barksdale-Noble, Lisa Pickering
Date: September 27, 2018
Subject: September Property Maintenance

Property Maintenance Report September 2018

Adjudication:

10 Property Maintenance Case heard in September

9/5/2018

N 3334	902 Canyon Tr	Weeds	Dismissed
N 3335	708 S Main St	Rubbish & Garbage	Dismissed
N 3336	206 Heustis St	Exterior Structure	Dismissed
N 3337	206 Heustis St	Weeds	Continued
N 3338	206 Heustis St	Weeds	Dismissed

9/17/2018

N 3339	Lot 2 Fountain Village	Weeds	Dismissed
N 3340	221 B Hillcrest Ave	Home Occupation	Liable \$200
N 3341	1508 N Bridge St	Weeds	Liable \$300
N 3342	Countryside Center Pkwy	Weeds	Dismissed
N 3343	Countryside Center Pkwy	Weeds Interfere Pub Walk	Dismissed



Case Report

09/01/2018 - 09/30/2018

Case #	Case Date	ADDRESS OF COMPLAINT	TYPE OF VIOLATION	STATUS	VIOLATION LETTER SENT	FOLLOW UP STATUS	CITATION ISSUED	DATE OF HEARING	POSTED
20180373	9/27/2018	424 WINTERBERRY	ADULT DAY CARE	TO BE INSPECTED					
20180372	9/24/2018	1956 Meadowlark	Grass, Weeds	CLOSED		COMPLIANT			9/24/2018
20180371	9/24/2018	801 Greenfield	Grass, Weeds	CLOSED		COMPLIANT			9/24/2018
20180370	9/24/2018	1972 Meadowlark	Grass, Weeds	IN VIOLATION					9/24/2018
20180369	9/24/2018	1962 Meadowlark	Grass, Weeds	IN VIOLATION					9/24/2018
20180368	9/24/2018	1969 Meadowlark	Grass, Weeds	CLOSED		COMPLIANT			9/24/2018
20180367	9/24/2018	604 Greenfield	Grass, Weeds	CLOSED		COMPLIANT			9/24/2018
20180366	9/24/2018	2782 Goldenrod	Grass, Weeds	IN VIOLATION					9/24/2018
20180365	9/24/2018	512 Redbud Dr.	Grass, Weeds	IN VIOLATION					9/24/2018
20180364	9/21/2018	424 E BARBERRY CIR	WEEDS, GRASS	REPEAT COMPLAINT					
20180363	9/19/2018	1152 Kate Dr.	Grass, Weeds	IN VIOLATION					9/19/2018
20180362	9/19/2018	1142 Kate Dr.	Grass, Weeds	CLOSED		COMPLIANT			9/19/2018
20180361	9/19/2018	1092 Kate Dr.	Grass, Weeds	IN VIOLATION					9/19/2018
20180360	9/19/2018	1905 Banbury Ln	Grass, Weeds	CLOSED		COMPLIANT			9/18/2018
20180359	9/19/2018	2066 Kingsmill	Grass, Weeds	CLOSED		COMPLIANT			9/18/2018
20180358	9/19/2018	424 E Barberrry	Grass, Weeds	IN VIOLATION	9/20/2018				
20180357	9/19/2018	2551 FAIRFAX	LAWN DAMAGE	CLOSED					
20180356	9/19/2018	1604 CYPRESS LN	TRUCK BED ON FRONT LAWN	IN VIOLATION	9/20/2018				
20180355	9/19/2018	998 S CARLY CIR	WEEDS, GRASS	PENDING					
20180354	9/19/2018	996 S CARLY CIR	WEEDS, GRASS	PENDING					
20180353	9/18/2018	2201 Fairfield	Grass, Weeds	CLOSED		COMPLIANT			9/17/2018
20180352	9/18/2018	2211 Fairfield	Grass, Weeds	CLOSED		COMPLIANT			9/17/2018
20180351	9/17/2018	FAIRFAX &	WEEDS, GRASS	CLOSED		COMPLIANT			9/17/2018
20180350	9/17/2018	0208100006	NOXIOUS ODOR COMING FROM GREEN ORGANICS	REPEAT COMPLAINT					
20180349	9/13/2018	928 N. Carly Cir.	Grass, Weeds	IN VIOLATION					9/13/2018
20180348	9/13/2018	938 Purcell St.	Grass, Weeds	IN VIOLATION					9/13/2018
20180347	9/13/2018	947 N. Carly	Grass, Weeds	IN VIOLATION					9/13/2018
20180346	9/13/2018	906 N. Carly	Grass, Weeds	IN VIOLATION					9/13/2018
20180345	9/13/2018	884 Western Ln	Utility trailer in yard	IN VIOLATION	9/14/2018				

20180344	9/12/2018	1207 Willow Way	Commencing work without permit	CLOSED		COMPLIANT			
20180343	9/13/2018	517 CHESHIRE	WEEDS, GRASS	CLOSED		COMPLIANT			9/14/2018
20180342	9/13/2018	966 N CARLY CIR	WEEDS, GRASS	COMPLIANT		PENDING			
20180341	9/7/2018	428 Poplar Dr.	Grass, Weeds	CLOSED		COMPLIANT			9/7/2018
20180340	9/7/2018	212 Windham	Grass, Weeds	CLOSED		COMPLIANT			9/7/2018
20180339	9/7/2018	706 Heustis St.	Grass, Weeds	IN VIOLATION					9/7/2018
20180338	9/7/2018	607 Heustis St.	Grass, Weeds	CLOSED		COMPLIANT			9/7/2018
20180337	9/6/2018	407 W. Ridge St.	Grass, Weeds	CLOSED		COMPLIANT			9/6/2018
20180336	9/6/2018	1159 Grace Dr.	Grass, Weeds	CLOSED		COMPLIANT			9/6/2018
20180335	9/5/2018	807 Morgan St.	Drainage	CLOSED					
20180334	9/5/2018	308 N. Bridge	Brush/trees encroaching	CLOSED					
20180333	9/5/2018	907 Morgan St.	Working without a permit	CLOSED	9/5/2018	COMPLIANT			
20180332	9/4/2018	108	WATER METER	IN VIOLATION			8/29/2018	10/1/2018	
20180331	9/4/2018	101 APPLETREE	WATER METER	IN VIOLATION			8/29/2018	10/1/2018	
20180330	9/4/2018	206 RIVER ST	WATER METER	IN VIOLATION			8/29/2018	10/1/2018	
20180329	9/4/2018	108 COLONIAL	WATER METER	IN VIOLATION			8/29/2018	10/1/2018	
20180328	9/4/2018	305 WALTER ST	WATER METER	IN VIOLATION			8/29/2018	10/1/2018	
20180327	9/4/2018	404 W	WATER METER	IN VIOLATION			8/29/2018	10/1/2018	
20180326	9/4/2018	510 W	WATER METER	IN VIOLATION			8/29/2018	10/1/2018	
20180325	9/4/2018	401 Honeysuckle	Grass, Weeds	COMPLIANT					
20180324	9/4/2018	203 Morgan St.	Open burning	CLOSED					

Total Records: 50

10/2/2018



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #4

Tracking Number

EDC 2018-76

Agenda Item Summary Memo

Title: Economic Development Report for October 2018

Meeting and Date: Economic Development Committee – November 6, 2018

Synopsis: See attached.

Council Action Previously Taken:

Date of Action: N/A Action Taken: _____

Item Number: _____

Type of Vote Required: _____

Council Action Requested: _____

Submitted by: Bart Olson Administration
Name Department

Agenda Item Notes:

Have a question or comment about this agenda item?

Call us Monday-Friday, 8:00am to 4:30pm at 630-553-4350, email us at agendas@yorkville.il.us, post at www.facebook.com/CityofYorkville, tweet us at @CityofYorkville, and/or contact any of your elected officials at <http://www.yorkville.il.us/320/City-Council>



651 Prairie Pointe Drive, Suite 102 • Yorkville, Illinois 60560
Phone 630-553-0843 • FAX 630-553-0889

Monthly Report – for November 2018 EDC Meeting of the United City of Yorkville

October 2018 Activity

Downtown Redevelopment:

- Worked with a variety of land and building owners to discuss potential development and redevelopment opportunities.
- Met with **Jeff Muellner** to discuss the future of his “hill property” along Route 47.
- Worked with a variety of businesses looking at Yorkville’s downtown for their new home.

Development south of Fox River:

- Continue working with **Eleno Silva** on banquet center. Eleno has begun exterior construction in Stagecoach Crossing. He is focusing on opening in spring of 2019.
- There are big new changes in the plans for **the Fountain Village Shopping Center** at Route 47 & 71. New owners are in place. It is the group that owns and operates “**Roadhouse Country Bar & Grill**”. They will be expanding this business into the former Premier Mortgage space.
- Working with “**JB’s Pizza and Grill**” which will be owned by local resident Jenna Bartholomew looking to open a pizza restaurant in Fountain Village Center.
- “**D Constriction**” will also be occupying space in Fountain Village during the two year Route 71 improvements. There will only be one space available in Fountain Village within the next few months.
- Working with a national restaurant (in line) interested in Fountain Village.

Development north of the Fox River:

- **Kendall Crossing**...Construction of two new buildings will begin the first week of November. Continue to meet with other complementary business for the new 7000 square foot building located directly in front of Lighthouse Academy. **Grace Coffee, Wine Bar and Eatery** is on target for opening in December.
- **Kendall Marketplace**...Continue to work with specialist consultants from “Bespoke” who have been hired by center owner, Alex Berman, to work through a plan to determine new options and opportunities for the remainder of the project.
- **Yorkville Marketplace**...“**Planet Fitness**” is coming to Yorkville. They will occupy the former Office Max building. That space is approximately 18,000 square feet. The space will undergo a remodel to add locker rooms. The franchisee is planning to open at the beginning of the 2019. They will be setting up an office to sell memberships in the adjoining strip center. Also, working with perspective tenants for both the inline part of the center, and for space in an existing outlot building. The outlot tenant would be a quick casual/fast food type use.
- “**Arby’s**” will begin remodel of the former Hardee’s location on Route 47. Yonas Hagos has slightly altered plans, as he is working on actually purchasing this building. Once closing has taken place, construction documents will be completed and re-development should begin in the winter. They are aiming for a late spring 2019 opening. There will be approximately 30 new jobs created. Yonas currently owns 16 Dunkin Donuts (7 of which are Dunkin/Baskin Robbin combos) and has another 2 under construction. Yonas also has one Pet Supply Plus and has 3 more under construction. This will be his first Arby’s.
- “**Salerno’s Red Hots**” will open in the small “A” frame building near the northeast corner of Route 34 & 47.

Industrial Development:

- Continue working with small industrial user to locate in Yorkville. This business owner is a resident, and currently operates in a surrounding community. The project is being reconfigured to meet the needs of potential users and to be built in phases.

Recreation:

- **Go for it Sports**...continue working with the center. “Go For It Sports” will be hosting both the United States and New Zealand Women’s Rugby teams at the complex for a special clinic. This is quite an honor for our community and “Go For It Sports”.

Other Activity:

- Attended quarterly SBA meeting to represent our community needs and stay up to date on these important programs .
- Attended the regular KEDA Meeting which was held in Oswego. We discussed issues facing the region.

Respectfully submitted,

Lynn Dubajic
651 Prairie Pointe Drive, Suite 102
Yorkville, IL 60560
lynn@dlkllc.com
630-209-7151 cell



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input checked="" type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #5

Tracking Number

EDC 2018-77

Agenda Item Summary Memo

Title: Heartland Subdivison – PUD Amendment for Side Yard Setback

Meeting and Date: Economic Development Committee – November 6, 2018

Synopsis: _____

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: _____

Council Action Requested: _____

Submitted by: Jason Engberg Community Development
Name Department

Agenda Item Notes:

Have a question or comment about this agenda item?

Call us Monday-Friday, 8:00am to 4:30pm at 630-553-4350, email us at agendas@yorkville.il.us, post at www.facebook.com/CityofYorkville, tweet us at @CityofYorkville, and/or contact any of your elected officials at http://www.yorkville.il.us/gov_officials.php



Memorandum

To: Economic Development Committee
From: Jason Engberg, Senior Planner
CC: Bart Olson, City Administrator
Krysti J. Barksdale-Noble, Community Development Director
Date: October 28, 2018
Subject: **PZC 2018-18 Heartland 3rd PUD Amendment**

BACKGROUND & REQUEST:

The petitioner, Marker Inc., is requesting an amendment to the Heartland Subdivision Planned Unit Development to reduce the interior side yard setback from twenty (20) feet to ten (10) feet on Lot 187 of the subdivision. Additionally, the petitioner is requesting to increase the maximum allowable height of a permitted fence in a business district from six (6) feet to eight (8) feet. This memorandum explains the existing conditions of the site, the request being made, and staff's recommendations regarding the request.

EXISTING CONDITIONS:

Location

Lot 187 of the Heartland Subdivision is located at the southwest corner of McHugh Road and US Route 34 (Veterans Parkway). While the property is closest to the Heartland Center Commercial Development, this parcel was included for commercial use as part of the Heartland subdivision. Therefore, the language and agreements in the Heartland Subdivision Annexation Agreement apply to this property.



Zoning & Land Uses

The subject property is currently zoned B-3 General Business District. The following are the current immediate surrounding zoning and land uses:

	Zoning	Land Use
North	B-3 General Business District	US 34/Undeveloped Land
South	R-3 Kendall County	McHugh Rd/Unincorporated Residential
East	B-3 General Business District	McHugh Rd/Heartland Center
West	B-3 General Business District	Casey's Gas Station and Convenience Store

Annexation & PUD Agreement:

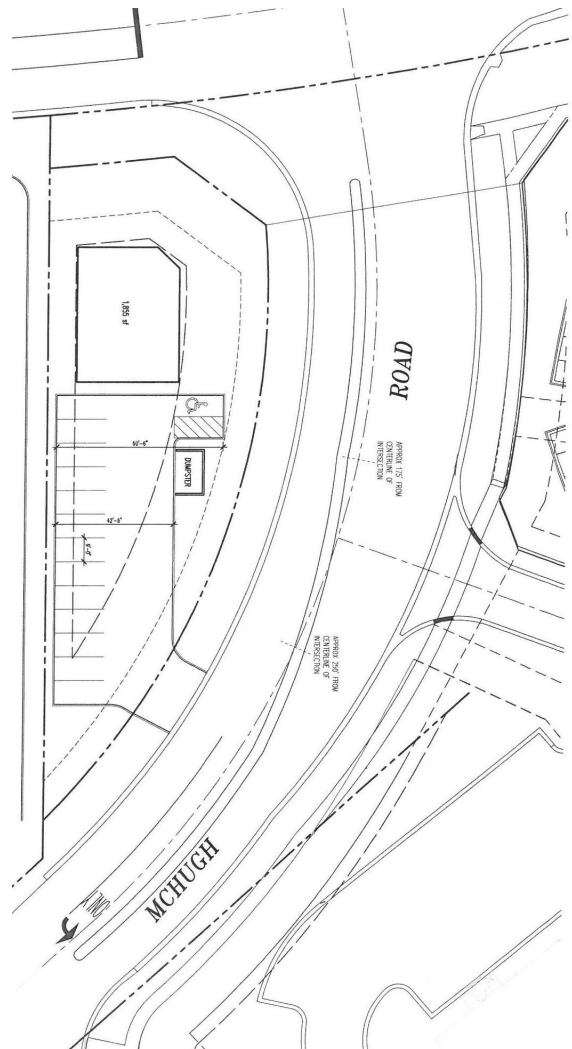
The petitioner is requesting to amend Ordinance 1999-30 (Approving Annexation and PUD). This will be the 3rd amendment to the annexation agreement as Ordinance 2001-44 and Ordinance 2005-05 were the first and second amendments, respectively. Since the Annexation Agreement and the PUD Agreement are a single document, the request will have to go through a public hearing process and be reviewed by the Planning and Zoning Commission as a PUD Agreement Amendment.

PETITIONER REQUEST:

The petitioner submitted their application for a Planned Unit Development (PUD) amendment on August 22, 2018. Their application states that they would like to reduce the interior side yard setback (located on the west side of the property) from twenty (20) feet to ten (10) feet. The submitted conceptual site plan for this property is illustrated in the exhibit to the right.

The petitioner also requested permission to either reduce the median within McHugh Road near the subject property to make it a mountable median or request the City remove the median from the property to the south terminus of the median. The petitioner states that the current median creates unnecessary and additional traffic going through adjacent properties for vehicles performing a north traffic movement to Route 34.

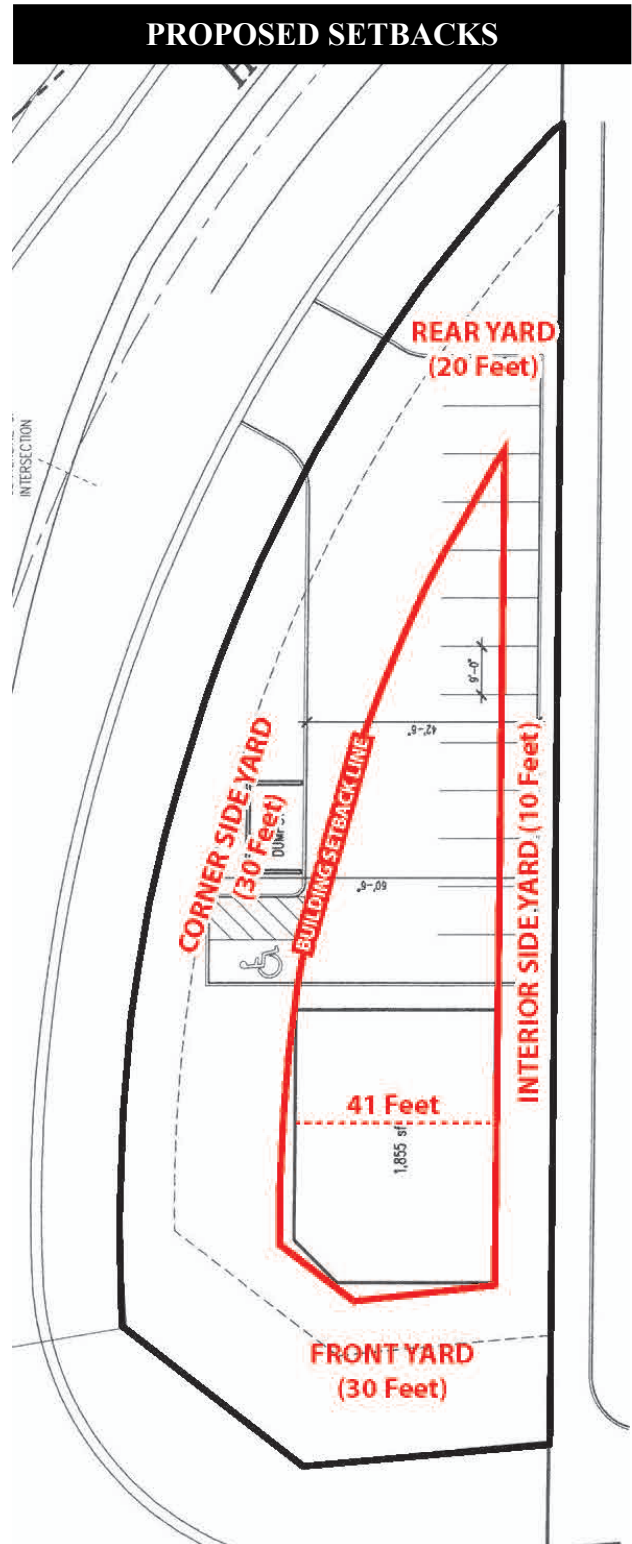
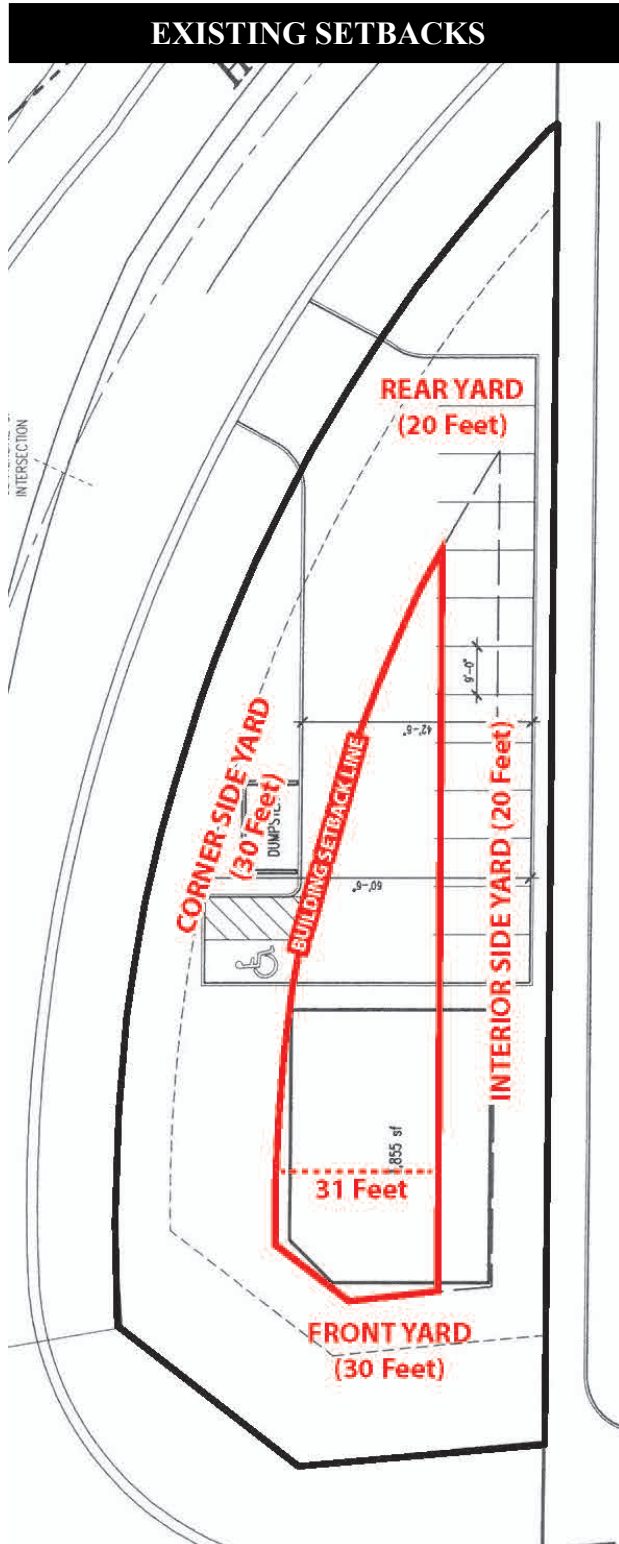
Staff reviewed the initial requests with the petitioner at a Plan Council Meeting on September 27, 2018. Staff provided our comments and concerns about the requests which will be covered in detail within this memorandum. Several weeks after the Plan Council meeting, the petitioner asked to also include a request to increase the maximum height of an interior side yard fence to eight (8) feet. Table 10.17.02 in Chapter 17 of the City's Zoning Ordinance states, a fence in a business district may be a maximum of six (6) feet. Staff has included this request in the public hearing notice for the petitioner's scheduled hearing on November 14, 2018. It should be noted that this request was not reviewed at the Plan Council meeting.



STAFF REVIEW:

Yard Comparison

The graphics below illustrate the difference between the buildable areas with the existing setbacks and the proposed setbacks.



Bulk Regulations

The following table describes the bulk regulations in the B-3 Zoning District in relation to the submitted conceptual site plan:

	B-3 Required	Proposed/Notes
Maximum Height	80' or 6 stories	Concept Plan does not show overall height
Maximum Lot Coverage	80%	Concept Plan does not show calculated lot coverage
Front Yard Setback	50'	Ord. 1999-30 established a Front Yard Setback of 30' The Concept plan does not show this distance
Side Yard Setback	20'	This is being proposed to be reduced to 10' The Concept plan does not show this distance
Corner Side Yard Setback	30'	The Concept plan does not show this distance
Rear Yard Setback	20'	The Concept plan does not show this distance

Staff is requesting the petitioner to submit a revised site plan which details all required bulk regulations to ensure compliance with the City's Zoning Ordinance. A visual or 3D graphic showing how the structure will look adjacent to other developments is also being requested.

Parking

The Concept Plan indicates that there are a total of 14 parking spaces including an ADA parking space. Section 10-16-3-F of the City's Zoning Ordinance states that general retail shall provide 3 parking spaces per 1,000 square feet of floor area and office uses shall provide 2 parking spaces per 1,000 square feet of floor area. The Concept Plan indicates that the building will have a floor area of 1,855 square feet. A total of 6 parking spots are required for a single story building of this size.

The petitioner must indicate the number of stories for the proposed structure. A two story building of this size would still meet parking standards, however a three story building will not meet parking requirements.

Lighting

A photometric plan indicating that the maximum illumination at the property line shall not exceed 0.1 foot-candle and no glare shall spill onto adjacent properties or rights of way must be provided by the petitioner.

Median Reduction or Removal

At the Plan Council meeting, City staff and the City's engineering consultant informed the petitioner that neither would support the removal or reduction of the median on McHugh Road. The amount of nearby ingress and egress points along McHugh Road and the turn lanes from McHugh Road onto US Route 34 make the median necessary for safety purposes. Once the petitioner was made aware of the safety concerns and the City's opposition to the request, the petitioner has decided not to move forward with the request being put into the PUD amendment request.

Fencing

The petitioner is requesting to increase the height of an interior side yard fence on the west side of the property to eight (8) feet. The petitioner has not provided any details as to why they need to increase the overall height and therefore staff is not supportive approval of this request. If the petitioner provides information regarding any hardships the property creates and the need for additional screening height, then staff will review the details and may possibly change their recommendation. Further, it is staff's recommendation to have the parking lot of this proposed development and the adjacent gas station development connect for cross access to allow ease of vehicular circulation on such an oddly shaped lot and provide the necessarily secondary ingress and egress points for emergency vehicles.

Comprehensive Plan

The 2016 Comprehensive Plan designates the future land use for this property as Mid-Density Residential. The purpose behind this designation was to acknowledge the existing residential apartment complex adjacent to this property. The apartment complex has been removed and replaced with the Casey's General Store. The Comprehensive Plan shows adjacent properties are designated for neighborhood retail and commercial development along Route 34 is of high priority within the plan. The proposed office use is not consistent with the designated future land use in the Comprehensive Plan and is not a neighborhood retail use.

Vehicle Access & Circulation

After reviewing the submitted conceptual site plan, staff is concerned about the potential access and circulation of vehicle traffic at this location. The only access point is located along McHugh Road and will be a "right-in, right-out" intersection. The petitioner stated that they may be able to widen the access drive and add a median to accommodate larger vehicles, such as fire trucks, to ensure there is no backup in case of emergency. While this may help alleviate some concerns, staff is recommending that the site provide a connection to the adjacent property to the west, Casey's General Store, to ensure that access can be obtained from US Route 34 and McHugh Road.

Additionally, the City's engineering consultant noted the access point may be too close to the existing US Route 34 intersection and will need to verify that it meets all City standards for location of an access driveway as part of the final engineering review.

STAFF COMMENTS:

Staff is seeking comments from the Economic Development Committee on this subject. This request is tentatively scheduled to for a public hearing before the Planning and Zoning Commission at the November 14, 2018 meeting for formal recommendation. This item is being brought to the Economic Development Committee for review but the public hearing may be postponed until all of the comments in this memorandum and feedback from the committee has been addressed by the petitioner.

ATTACHMENTS:

1. Petitioner Application
2. EEI September 25, 2018 Review Memo

Application For Amendment

STAFF USE ONLY

Date of Submission PC#

Development Name

Applicant Information

Name of Applicant(s)

Business Address

City State ZIP

Business Phone Business Fax

Business Cell Business E-mail

Property Information

Name of Holder of Legal Title

If Legal Title is held by a Land Trust, list the names of all holders of any beneficial interest therein:

Property Street Address

Description of Property's Physical Location

Zoning and Land Use of Surrounding Parcels

North	B-3 General Business District
East	B-3 General Business District
South	County R-3
West	B-3 General Business District

Current Zoning Classification

Kendall County Parcel Number(s) of Property

02-28-252-013	

List all governmental entities or agencies required to receive notice under Illinois law:

Application For Amendment

Property Information

Name of Agreement

Date of Recording

Summarize the items to be amended from the existing agreement:

Additional Contact Information

Attorney

Name

Address

City State ZIP

Phone Fax

E-mail

Engineer

Name

Address

City State ZIP

Phone Fax

E-mail

Land Planner/Surveyor

Name

Address

City State ZIP

Phone Fax

E-mail

Application For Amendment

Attachments

Applicant must attach a legal description of the property to this application and title it as "Exhibit A".

Applicant must list the names and addresses of any adjoining or contiguous landowners within 500 feet of the property that are entitled notice of application under any applicable City Ordinance or State Statute. Attach a separate list to this application and title it as "Exhibit B".

Applicant must attach a true and correct copy of the existing agreement and title it as "Exhibit C".

Applicant must attach amendments from the existing agreement and title it as "Exhibit D".

Agreement

I verify that all the information in this application is true to the best of my knowledge. I understand and accept all requirements and fees as outlined as well as any incurred administrative and planning consultant fees which must be current before this project can proceed to the next scheduled committee meeting.

I understand all of the information presented in this document and understand that if an application becomes dormant it is through my own fault and I must therefore follow the requirements outlined above.

Applicant Signature

x *Samuel Mackin*

Date

8/22/18

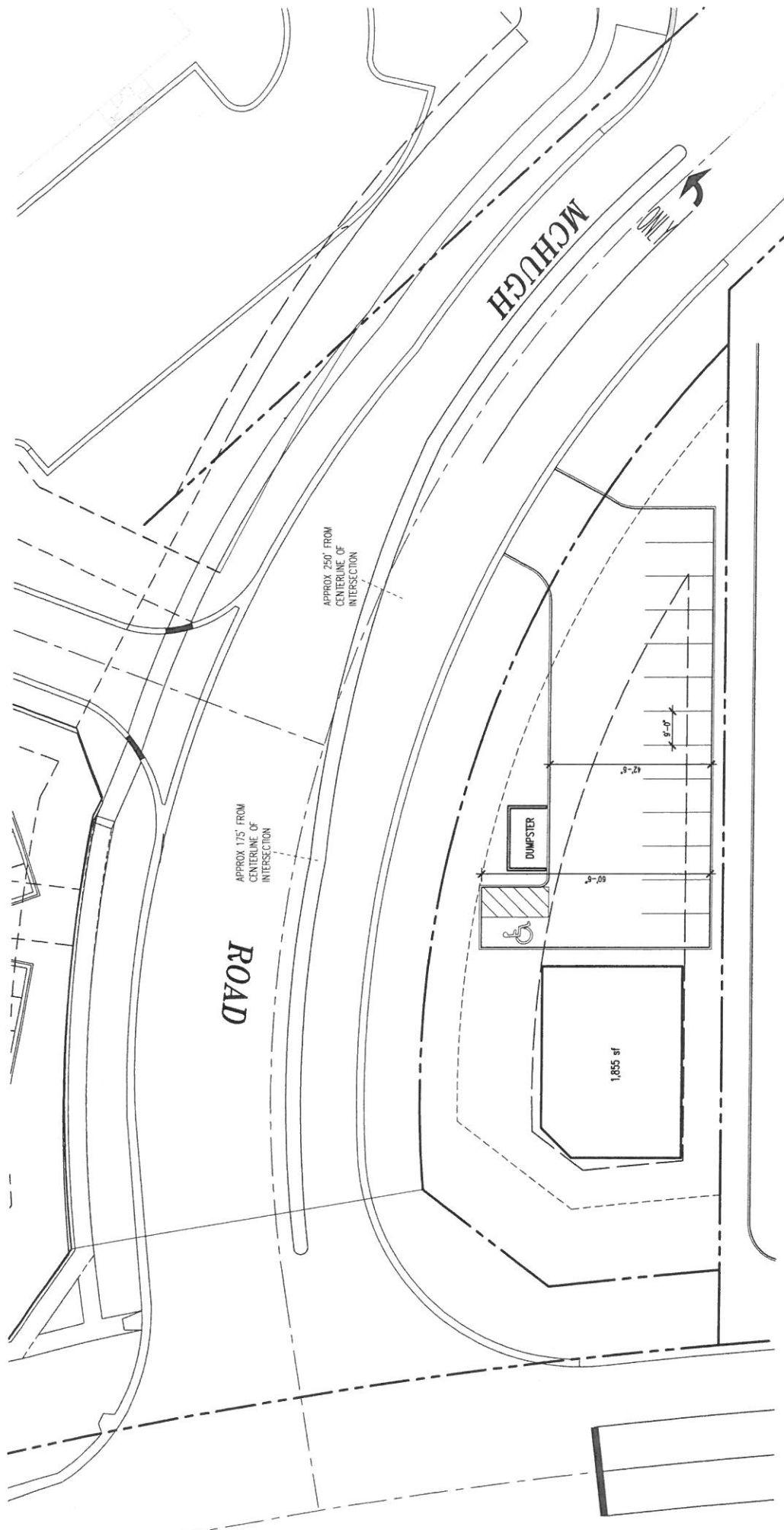
Marking Inc

By: *[Signature]*

THIS APPLICATION MUST BE NOTARIZED
PLEASE NOTARIZE IN THE SPACE BELOW:

Petitioner requests to amend the western building setback line from 20 feet to 10 feet in width adjacent to the existing Casey's Gas Station in order to permit a retail/office building that would meet all other setbacks pursuant to Section B.2 of the PUD Agreement which adopts The United City of Yorkville Subdivision Control Ordinance that provides for a 20 foot side/rear setback.

Petitioner also requests permission to either reduce the median at the driveway location of Petitioners site as shown in the attached diagram to make the same a drive-over median at that location or in the alternative the City consider removing the median from the property to the south terminus of the median. As it is currently located the median creates unnecessary and additional traffic going thru the daycare and Marker Office Building for vehicles performing a north traffic movement to Route 34. If a traffic study were observed by the Engineer for the City, it would show the stacking of the turn lanes to be more than sufficient; and elevation of the median from the Veterans Way Center South would lessen the traffic flow near the Daycare center and the nearby residential Subdivision.





United City of Yorkville
800 Game Farm Road
Yorkville, Illinois 60560
Telephone: 630-553-4350
Fax: 630-553-7575

**INVOICE & WORKSHEET
PETITION APPLICATION**

CONTACT:

Marker, Inc.
608 E. Veterans Pkwy. Ste D
Yorkville, IL 60560

DEVELOPMENT/ PROPERTY:

Heartland Center
Acreage: 15,559 sq. ft.
Date: 8/21/18

Concept Plan Review: ☐ Yes ☐ No
Engineering Plan Review Deposit of \$500 due

\$ _____

Amendment: ☒ Yes ☐ No
\$500.00 Fee due for each: (Annexation) (Plan) (Plat) (PUD)

\$500.00

Annexation: ☐ Yes ☐ No
\$250.00, plus \$10/acre for each acre over 5.
of acres: _____ - 5 = _____ x \$10 = _____ + \$250

\$ _____

Rezoning: ☐ Yes ☐ No
\$200.00, plus \$10/acre for each acre over 5.
of acres: _____ - 5 = _____ x \$10 = _____ + \$200
If annexing and rezoning, charge only 1 per acre fee.
If rezoning to a PUD, charge PUD Development Fee- not Rezoning Fee.

\$ _____

Special Use: ☐ Yes ☐ No
\$250.00, plus \$10/acre for each acre over 5.
of acres: _____ - 5 = _____ x \$10 = _____ + \$250

\$ _____

Zoning Variance: \$85.00 ☐ Yes ☐ No
Outside Consultants deposit of \$500.00 due

\$ _____

Preliminary Plan Fee: \$500.00 ☐ Yes ☐ No

\$ _____

P.U.D. Fee: \$500.00 ☒ Yes ☐ No

\$500.00

Final Plat Fee: \$500.00 ☐ Yes ☐ No

\$ _____

Engineering Plan Review Deposit: ☐ Yes ☐ No
☒ Less than 1 acre = \$1,000 due
☐ Over 1 acre and less than 10 acres = \$2,500 due
☐ Over 10 acres and less than 40 acres = \$5,000 due
☐ Over 40 acres and less than 100 acres = \$10,000 due
☐ Over 100 acres = \$20,000 due

\$1,000.00

Outside Consultants Deposit: ☐ Yes ☐ No
Legal, Land Planner, Zoning Coordinator, Environmental Services
Annexation, Subdivision, Rezoning, and Special Use:

\$1,000.00

☒ Less than 2 acres = \$1,000 due
☐ Over 2 acres and less than 10 acres = \$2,500 due
☐ Over 10 acres = \$5,000 due

TOTAL AMOUNT DUE:

\$3,000.00

Word/ O Drive/ Dev. Dep. ARO/ Fee Sheet Wkst



United City of Yorkville
County Seat of Kendall County
800 Game Farm Road
Yorkville, Illinois, 60560
Telephone: 630-553-4350
Fax: 630-553-7575
Website: www.yorkville.il.us

Petitioner Deposit Account / Acknowledgment of Financial Responsibility

Development/Property Address: Marker, Inc.	Project No.: FOR CITY USE ONLY	Fund Account No.: FOR CITY USE ONLY												
Petition/Approval Type: <i>check appropriate box(es) of approval requested</i> <table style="width: 100%;"><tr><td><input type="checkbox"/> Concept Plan Review</td><td><input type="checkbox"/> Amendment (Text) (Annexation) (Plat)</td><td><input type="checkbox"/> Annexation</td></tr><tr><td><input type="checkbox"/> Rezoning</td><td><input type="checkbox"/> Special Use</td><td><input type="checkbox"/> Mile and ½ Review</td></tr><tr><td><input type="checkbox"/> Zoning Variance</td><td><input type="checkbox"/> Preliminary Plan</td><td><input type="checkbox"/> Final Plans</td></tr><tr><td><input checked="" type="checkbox"/> P.U.D.</td><td><input type="checkbox"/> Final Plat</td><td></td></tr></table>			<input type="checkbox"/> Concept Plan Review	<input type="checkbox"/> Amendment (Text) (Annexation) (Plat)	<input type="checkbox"/> Annexation	<input type="checkbox"/> Rezoning	<input type="checkbox"/> Special Use	<input type="checkbox"/> Mile and ½ Review	<input type="checkbox"/> Zoning Variance	<input type="checkbox"/> Preliminary Plan	<input type="checkbox"/> Final Plans	<input checked="" type="checkbox"/> P.U.D.	<input type="checkbox"/> Final Plat	
<input type="checkbox"/> Concept Plan Review	<input type="checkbox"/> Amendment (Text) (Annexation) (Plat)	<input type="checkbox"/> Annexation												
<input type="checkbox"/> Rezoning	<input type="checkbox"/> Special Use	<input type="checkbox"/> Mile and ½ Review												
<input type="checkbox"/> Zoning Variance	<input type="checkbox"/> Preliminary Plan	<input type="checkbox"/> Final Plans												
<input checked="" type="checkbox"/> P.U.D.	<input type="checkbox"/> Final Plat													
Petitioner Deposit Account Fund: It is the policy of the United City of Yorkville to require any petitioner seeking approval on a project or entitlement request to establish a Petitioner Deposit Account Fund to cover all actual expenses occurred as a result of processing such applications and requests. Typical requests requiring the establishment of a Petitioner Deposit Account Fund include, but are not limited to, plan review of development approvals/engineering permits. Deposit account funds may also be used to cover costs for services related to legal fees, engineering and other plan reviews, processing of other governmental applications, recording fees and other outside coordination and consulting fees. Each fund account is established with an initial deposit based upon the estimated cost for services provided in the INVOICE & WORKSHEET PETITION APPLICATION . This initial deposit is drawn against to pay for these services related to the project or request. Periodically throughout the project review/approval process, the Financially Responsible Party will receive an invoice reflecting the charges made against the account. At any time the balance of the fund account fall below ten percent (10%) of the original deposit amount, the Financially Responsible Party will receive an invoice requesting additional funds equal to one-hundred percent (100%) of the initial deposit if subsequent reviews/fees related to the project are required. In the event that a deposit account is not immediately replenished, review by the administrative staff, consultants, boards and commissions may be suspended until the account is fully replenished. If additional funds remain in the deposit account at the completion of the project, the city will refund the balance to the Financially Responsible Party. A written request must be submitted by the Financially Responsible Party to the city by the 15 th of the month in order for the refund check to be processed and distributed by the 15 th of the following month. All refund checks will be made payable to the Financially Responsible Party and mailed to the address provided when the account was established.														
<u>ACKNOWLEDGMENT OF FINANCIAL RESPONSIBILITY</u>														
Name/Company Name: Marker, Inc.	Address: 608 E. Veterans Pkwy., Ste. 1D	City: Yorkville												
		State: Illinois												
		Zip Code: 60560												
Telephone: 630-553-3322	Mobile:	Fax: 630-553-5736												
		E-mail: gjmarker@hotmail.com												
Financially Responsible Party: I acknowledge and understand that as the Financially Responsible Party, expenses may exceed the estimated initial deposit and, when requested by the United City of Yorkville, I will provide additional funds to maintain the required account balance. Further, the sale or other disposition of the property does not relieve the individual or Company/Corporation of their obligation to maintain a positive balance in the fund account, unless the United City of Yorkville approves a Change of Responsible Party and transfer of funds. Should the account go into deficit, all City work may stop until the requested replenishment deposit is received. Print Name: <u>Pamela Marker</u> Title: _____ Signature*: <u>[Signature]</u> Date: <u>8/22/18</u>														
*The name of the individual and the person who signs this declaration must be the same. If a corporation is listed, a corporate officer must sign the declaration (President, Vice-President, Chairman, Secretary or Treasurer)														
<u>FOR CITY USE ONLY</u>														
ACCOUNT CLOSURE AUTHORIZATION: Date Requested: _____ <input type="checkbox"/> Completed <input type="checkbox"/> Inactive Print Name: _____ <input type="checkbox"/> Withdrawn <input type="checkbox"/> Collections Signature: _____ <input type="checkbox"/> Other														
DEPARTMENT ROUTING FOR AUTHORIZATION: <input type="checkbox"/> Comm Dev. <input type="checkbox"/> Building <input type="checkbox"/> Engineering <input type="checkbox"/> Finance <input type="checkbox"/> Admin.														



AFTER RECORDING RETURN TO:

MAIL TAX BILLS TO:

PAMELA S. MARKER, 1626
MISTWOOD DRIVE, NAPERVILLE,
ILLINOIS 60540

201000006839

DEBBIE
GILLETTE
KENDALL COUNTY, IL

RECORDED: 4/15/2010 10:17 AM
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THIS INSTRUMENT PREPARED BY:

RICHARD MARKER ASSOCIATES,
INC., 728 E. VETERANS PARKWAY,
YORKVILLE, ILLINOIS 60560

QUIT CLAIM DEED

THIS INDENTURE WITNESSETH, that THE GRANTOR, Richard Marker Associates, Inc., an Illinois Corporation, for and in consideration of the sum of TEN and NO/100 DOLLARS (\$10.00), and other good and valuable consideration, receipt of which is hereby duly acknowledged, Conveys and Quit-claims to Pamela S. Marker of the County of DuPage and the State of Illinois, all interest in the following described real estate in the United City of Yorkville, County of Kendall and State of Illinois, to-wit:

LOT 187 IN HEARTLAND IN YORKVILLE UNIT 1, BEING A SUBDIVISION OF PART OF THE WEST HALF OF SECTION 27 AND PART OF THE EAST HALF OF SECTION 28, TOWNSHIP 37 NORTH RANGE 7, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN BRISTOL TOWNSHIP, ACCORDING TO THE PLAT THEREOF RECORDED FEBRUARY 16, 2001 AS DOCUMENT NO. 200100002570 IN KENDALL COUNTY, ILLINOIS.

The above real estate is not a Homestead property.

Permanent Real Estate Index Number: 02-27-356-002

Common Address of real estate: SOUTHWEST CORNER OF VETERANS PARKWAY AND McHUGH ROAD IN YORKVILLE, IL.

Dated this 14th day of APRIL, 2010

Grantor: Richard Marker Associates, Inc.

By: Richard Marker

Richard Marker, President



Engineering Enterprises, Inc.

September 25, 2018

Ms. Krysti Barksdale-Noble
Community Development Director
United City of Yorkville
800 Game Farm Road
Yorkville, IL 60560

**Re: Heartland Unit 1 – Lot 187
PUD Amendment Request
United City of Yorkville, Kendall County, Illinois**

Dear Krysti:

We have reviewed the following items for the above referenced project:

- Application for Amendment w/ attachments (10 pages) dated August 22, 2018 and prepared by Marker, Inc.

Our review of these plans is to generally determine their compliance with local ordinances and whether the improvements will conform to existing local systems and equipment. This review and our comments do not relieve the designer from his duties to conform to all required codes, regulations, and acceptable standards of engineering practice. Engineering Enterprises, Inc.'s review is not intended as an in-depth quality assurance review, we cannot and do not assume responsibility for design errors or omissions in the plans. As such, we offer the following comments:

General


1. We do not object to the reduction in the rear yard setback from 20 feet to 10 feet, as it is adjacent to the Casey's parking/drive area. All other zoning, engineering, and landscaping requirements must be met.
2. We do not support changes to the median along McHugh Road as it would conflict with several turning movements.
3. For the project to proceed, the following shall be submitted to the United City of Yorkville for review during the final engineering process:
 - a) Final Engineering Plans
 - b) Lighting/Photometric Plan
 - c) Landscape Plan

- d) Engineer's Opinion of Probable Construction Cost for public improvements including earthwork, stormwater management, erosion control and work within the road ROW.
 - e) Engineer's Opinion of Probable Construction Cost for all improvements.
4. A single lot development checklist is attached.
 5. A Stormwater Permit and stormwater management report including all required runoff and detention calculations is required for development. Since the proposed site improvements is a non-residential parcel with less than 3 acres in area and resulting in disturbance of more than 5,000 square feet and resulting in 25% or more of the site area as impervious surface, detention will be required. (Section 203.1.c of the Kendall County Stormwater Ordinance).
 6. We have reviewed the available wetland inventory maps and the regulatory floodplain maps and found no issues. This should be confirmed at the project moves in to final engineering.
 7. The acceptability of the amount of parking stalls that are provided will need to be confirmed by the City.
 8. The proposed driveway entrance does not appear to comply with the City Ordinance. This shall be confirmed/revised during engineering.

The design engineer should make the necessary revisions and resubmit for further review.

Respectfully Submitted,

ENGINEERING ENTERPRISES, INC.


Bradley P. Sanderson, P.E.
Vice President

BPS/TAM

pc: Mr. Bart Olson, City Administrator (via email)
Ms. Erin Willrett, Assistant City Administrator (via email)
Mr. Jason Engberg, Senior Planner (via email)
Mr. Eric Dhuse, Director of Public Works (via email)
Mr. Pete Ratos, Building Department (via email)
Ms. Dee Weinert, Admin Assistant (via email)
Ms. Lisa Pickering, Deputy Clerk (via email)
JAM, EEI (Via e-mail)

UNITED CITY OF YORKVILLE

GENERAL CHECKLIST FOR COMMERCIAL SITE PLANS/SINGLE LOT DEVELOPMENTS

- PROFESSIONAL ENGINEER SIGNATURE AND SEAL ON DRAWINGS AND CALCULATIONS
- LOCATION MAP AND ADDRESS, J.U.L.I.E. NOTE INCLUDED ON PLANS
- BENCHMARKS BASED ON NAVD 88 DATUM
- EXISTING UTILITIES AND TOPOGRAPHY TO BE PROVIDED
 - ✓ EXISTING ELEVATIONS AND CONTOURS SHOWN AT 1' INTERVALS
- COMPLIANCE WITH SUBDIVISION GRADING PLAN (IF APPLICABLE) AND/OR PROVIDE PROPOSED GRADING PLAN
 - ✓ PROPOSED ELEVATIONS AND CONTOURS AT 1' INTERVALS
 - ✓ INDICATE BUILDING TOP OF FOUNDATION (2 FT. ABOVE H.W.L.)
 - ✓ STORM WATER DRAINAGE - SAFE OUTLET AVAILABLE AND ADEQUATE CONVEYANCE PROVIDED
- FLOOD PLAIN OR FLOOD WAY REQUIREMENTS TO BE ADDRESSED, IF NECESSARY
- STORM WATER MANAGEMENT
 - ✓ PER KENDALL COUNTY/YORKVILLE STORM WATER MANAGEMENT ORDINANCE
 - ✓ APPLY FOR STORM WATER PERMIT, IF NECESSARY
- PROVIDE STORM WATER POLLUTION PREVENTION (SWPP) PLAN
 - ✓ APPLY FOR NOI PERMIT, IF NECESSARY
 - ✓ NOTE THAT RECEIPT OF NPDES PERMIT REQUIRED PRIOR TO CONSTRUCTION
- PROVIDE TYPICAL PAVEMENT SECTIONS (3" BIT. WITH 10"STONE, MINIMUM)
- PAVEMENT MARKINGS AND SIGNAGE
- ENTRANCE DETAIL
- HANDICAP RAMP DETAIL (USE IDOT STANDARD)
- WATER SERVICE (**USE CITY STANDARD DETAILS AND NOTES**)
 - ✓ PROVIDE SEPARATE FIRE PROTECTION SERVICE LINE
- SANITARY SERVICE WITH INSPECTION MANHOLE (**USE YBSD STANDARD NOTES**)
- APPLY FOR APPROPRIATE IEPA PERMITS – WATER AND SANITARY, IF NECESSARY
- PROVIDE EASEMENTS, IF NECESSARY
- LANDSCAPE PLAN
- SPECIFICATIONS, AS REQUIRED
- COMPLIANCE WITH ZONING CODE
- LIGHTING ANALYSIS (PHOTOMETRIC PLAN)
- PERFORMANCE GUARANTEE FOR PUBLIC IMPROVEMENTS

STATE OF ILLINOIS)
COUNTY OF KENDALL) ss.

I, the undersigned, a Notary Public, in and for the County and State aforesaid, DO HEREBY CERTIFY, that
RICHARD MARKER, personally known to me to be the PRESIDENT of
RICHARD MARKER ASSOCIATES, INC., and personally known to me to be the same person whose
name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that as such
PRESIDENT, he/she signed and delivered said instrument, as his/her free and voluntary act, for the uses and
purposes therein set forth.

GIVEN under my hand and notarial seal this 14th day of April, 2010

Tami C. Crisci
Notary Public

My Commission Expires: 02/09/14



THIS TRANSACTION IS EXEMPT FROM THE TRANSFER TAX UNDER 35ILCS 200/31-45, PARAGRAPH E.

Janyk April 14, 2010

LEGAL DESCRIPTION

LOT 187 IN HEARTLAND IN YORKVILLE UNIT 1, BEING A SUBDIVISION OF PART OF THE WEST HALF OF SECTION 27 AND PART OF THE EAST HALF OF SECTION 28, TOWNSHIP 37 NORTH RANGE 7, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN BRISTOL TOWNSHIP, ACCORDING TO THE PLAT THEREOF RECORDED FEBRUARY 16, 2001 AS DOCUMENT NO. 200100002570 IN KENDALL COUNTY, ILLINOIS



Reviewed By:	
Legal	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input checked="" type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #6

Tracking Number

EDC 2018-78

Agenda Item Summary Memo

Title: Mobile Food Truck and Retail Vendor Units Ordinance

Meeting and Date: Economic Development Committee – November 6, 2018

Synopsis: Discussion of proposed regulations regarding food trucks in Yorkville.

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: _____

Council Action Requested: Discussion and feedback.

Submitted by: Krysti Barksdale-Noble, AICP Community Development
Name Department

Agenda Item Notes:

See attached memo.

Have a question or comment about this agenda item?

Call us Monday-Friday, 8:00am to 4:30pm at 630-553-4350, email us at agendas@yorkville.il.us, post at www.facebook.com/CityofYorkville, tweet us at @CityofYorkville, and/or contact any of your elected officials at http://www.yorkville.il.us/gov_officials.php



Memorandum

To: Economic Development Committee
From: Krysti J. Barksdale-Noble, Community Development Director
CC: Bart Olson, City Administrator
Jason Engberg, Senior Planner
Date: October 25, 2018
Subject: **Mobile Food Truck and Retail Vendor Units**

Background/Proposed Request

Since the adoption of the updated Comprehensive Plan in 2016, staff has explored various policy options to implement the plan's stated goals of "enhancing the visual appearance, pedestrian environment and functionality of the downtown" and "strengthen and promote Downtown Yorkville as the community's primary mixed-use shopping district". This has led to the recent adoption of the sidewalk and parklet café ordinance approved in 2017, the work-in-progress of the Downtown Streetscape Master Plan Overlay District with Form-Based Code, and now a proposal for regulations encouraging mobile food trucks and retail vendor units.

A recent article in *Zoning Practice*, a publication by the American Planning Association titled "Food Truck Feeding Frenzy: Making Sense if Mobile Food Vending" (Arroyo and Bahm, 2013), explained research conducted in 2012 for the National Restaurant Association projected the "...growth of mobile food trucks to soar in the next five years, generating up to \$2.7 billion in revenue nationally by 2017 – up from \$650 million in 2012." This does not include the increasingly popular business venture of offering non-food retail goods and services via a mobile unit (i.e. salon services, clothing/apparel, pet grooming and even healthcare services). The article went on to say, communities are faced with being unprepared for these mobile self-contained commercial enterprises due to outdated ordinances which may only regulate push food carts or ice cream trucks. This results in mobile food vendors running into road blocks when seeking permits from communities that without the proper ordinance, intentionally or unintentionally, prohibit mobile food vending.

While the City currently regulates Mobile Food Vendors under the Title 3: Business and License Regulations of the City Code, specific standards for operation of mobile food trucks within a public right-of-way versus on private property is not adequately addressed. Neither are the ancillary conveniences associated with such uses as exterior lighting, outdoor seating and refuse collection. Therefore, staff is seeking feedback on the proposed regulations and standards established in the attached draft text amendment to the City's Zoning Code on the operation of mobile food and retail vendor units, on public and private property, as well as a proposed amendment to the City's Business and License Regulations. Both proposed changes to the respective sections of the City Code are intended to recognize the opportunity for unique outdoor portable fare and added convenience to persons living and working in Yorkville, yet still protecting the health, safety and welfare of the public.

Summary of Proposed Changes

The changes proposed to both the business license regulations and the Zoning Code address three (3) areas of mobile food vending: street vending, private property vending and truck rally vending. Below is a general overview of how each are addressed in the proposed revisions.

Business License Regulations

Street vending for mobile food units is still permitted and no significant changes are proposed with regards to certificates of registration. Licenses will be issued to each mobile food vendor driver and/or operator on located on public property. The \$200 application fee covers the first mobile unit

and an additional \$100 is charged for each additional unit for the same application. There are no application fees for charities, religious, educational or nonprofit organizations.

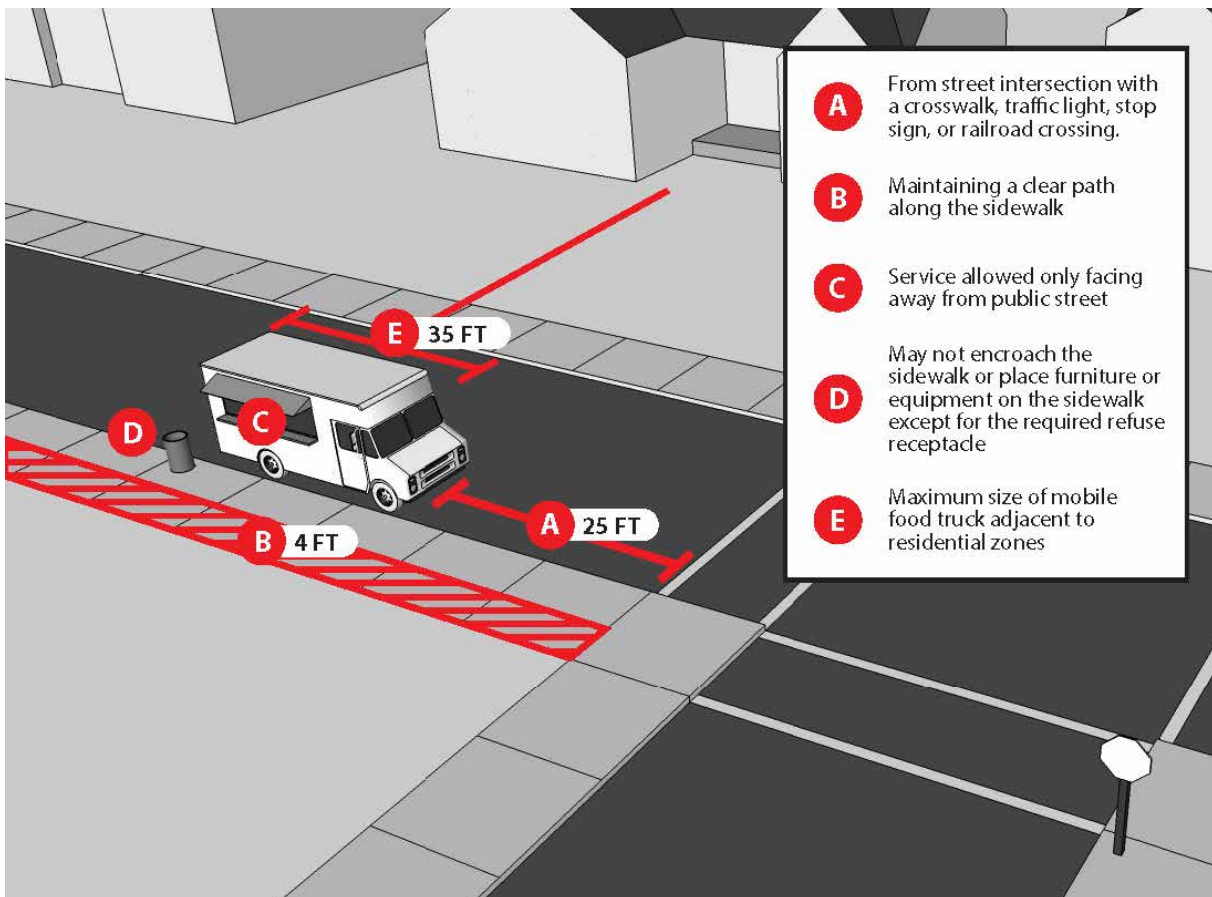
Mobile food vending on private property is a new category in the business licensing section and will also require the applicant to obtain a certificate of registration. The application criterion is the same for operating a mobile food unit on public property, but also requires the property owner's permission. The application fee for mobile vendors on private property is a nominal \$25.00 per application for the first food truck and \$10.00 for additional trucks. Again, there is no application fee for charities, religious, educational or nonprofit organizations. Registration is also waived for mobile food vendors and pushcarts for all city sponsored special events.

Finally, food truck rallies (operating more than 3 mobile food units) on private or public property will also require a certificate of registration issued to the entity or organization hosting the event. The application fee is \$50.00 per event.

Zoning Ordinance Regulations

The attached proposed draft language to the General Zoning Provisions in the Zoning Ordinance is under the Temporary and Seasonal Uses section. Simply put, the recommended regulations offer a guide to the appropriate location, duration, type and number of mobile units, trash, business hours, parking, licenses/permits and fees required, and other defined site amenities the City deems permissible for operating a mobile food truck and/or retail vendor unit in Yorkville. Draft language is also provided for the regulation of large special events, such as food truck rallies, to ensure all precautions regarding site layout, emergency access and other safety provisions are considered.

The following graphics, which are also provided in the draft document, illustrate the acceptable dimensions for mobile food trucks and retail vendor units and their permitted locations when operated within the public right-of-way (below) or on private property (next page), as well as the layout of ancillary seating areas.



Staff Comments/Next Step Recommendations

Based upon the proposed language in the attached draft, staff is seeking direction and input from the Economic Development Committee on mobile food truck and retail vehicle units' regulations. Staff anticipates having an open discussion with the Economic Development Committee (EDC) on the proposed text and mobile food vendor unit license revisions. We also intend on incorporating all feedback from the EDC into the final draft version of the ordinance prior to a tentative public hearing before the Planning and Zoning Commission at the December 12, 2018 meeting. City Council consideration of both the proposed revisions to the Zoning Code, and the City's Business and License Regulations, is expected at the January 8th meeting.

Attachments:

1. Arroyo, Rodney and Jill Bahm. 2013. "Food Truck Feeding Frenzy: Making Sense of Mobile Food Vending." *Zoning Practice*, September.
2. Draft Food Truck amendment to Title 10: Zoning, Chapter 3: General Zoning Provisions, Section 13: Temporary and Seasonal Uses, Article B: Mobile Food Truck and Retail Vendor Unit.
3. Draft amendment to Title 3: Business and License Regulations, Chapter 5: Food and Food Dealers, Article B: Mobile Food Vendor Units.

ZONING PRACTICE

SEPTEMBER 2013



AMERICAN PLANNING ASSOCIATION

➔ ISSUE NUMBER 9

PRACTICE FOOD TRUCKS



Food Truck Feeding Frenzy: Making Sense of Mobile Food Vending

By Rodney Arroyo, AICP, and Jill Bahm, AICP

Recent economic and cultural trends show an explosion in the popularity of food trucks, or mobile vendors, over the past several years.



Jill Bahm/Clearzone

➞ One of the hallmarks of the current food truck boom is an increased focus on “in-truck” preparation over preparation at a central commissary.

According to research done by Emergent for the National Restaurant Association, the growth of mobile food trucks will soar in the next five years, generating up to \$2.7 billion in revenue nationally by 2017—up from \$650 million in 2012 (Emergent Research 2012). All across the country, cities, small towns, and suburbs are seeing food trucks popping up, some in unexpected places like office and industrial parks, where zoning ordinances typically preclude res-

taurants. Amplifying the push for food trucks are the twin trends of “buying local” and “food as entertainment” that are enhanced by programs such as the *Great Food Truck Race* on the Food Network. While ice cream trucks and job-site lunch wagons haven’t disappeared, they are increasingly being joined by gourmet trucks and trucks specializing in ethnic offerings.

All across the United States, people are exploring how mobile food vending might

make a difference in their lives and their communities. More resources are starting to become available for potential business owners. Networks for mobile food vendors are growing; the Southern California Mobile Food Vendors Association was formed in 2010 as one of the first associations dedicated to helping vendors break down barriers to business (www.socalmfva.com). And this fall, Roam—a first-ever industry conference for mobile food

ASK THE AUTHOR JOIN US ONLINE!

Go online during the month of September to participate in our “Ask the Author” forum, an interactive feature of Zoning Practice. Rodney Arroyo, AICP, and Jill Bahm, AICP, will be available to answer questions about this article. Go to the APA website at www.planning.org and follow the links to the Ask the Author section. From there, just submit your questions about the article using the e-mail link. The authors will reply, and Zoning Practice will post the answers cumulatively on the website for the benefit of all subscribers. This feature will be available for selected issues of Zoning Practice at announced times. After each online discussion is closed, the answers will be saved in an online archive available through the APA Zoning Practice web pages.

About the Authors

Rodney Arroyo, AICP, is president of Clearzoning, Inc. He holds a Master of City Planning degree from Georgia Tech and has more than 30 years’ expertise in planning and transportation. His experience includes master plans, zoning ordinances, form-based codes, corridor studies, and access management plans. Arroyo also serves as an expert witness in planning and zoning issues, is a national and state planning award winner, and serves as an adjunct professor for Wayne State University’s graduate urban planning program.

Jill Bahm, AICP, is a principal planner with Clearzoning, Inc. She holds a Master of Urban and Regional Planning degree and has worked in both the public and private sectors as a downtown development authority director, city planner, and real estate marketing professional. Bahm’s professional interests include economic development, recreation planning, historic preservation, community participation, and organizational development.

suppliers and owners—will take place in Portland, Oregon.

On the worldwide stage, the World Street Food Congress is the first of its kind to connect and open up fresh ideas and thought leadership in the massive and growing street-food culture and industry throughout the world. This 10-day street-food festival was hosted in Singapore in January 2013 and featured well-known leaders in the food industry (www.wsfcongress.com).

Faced with inquiries from food vendors, many communities turn to their zoning codes, only to discover that mobile food vending isn’t really defined and may not be permitted in the way vendors might like. With the approach to regulating mobile vending varying widely in communities, it can be hard to know where to begin when considering if and how to accommodate food trucks.

WHAT IS MOBILE FOOD VENDING?

Regulatory codes for many communities recognize transient merchants—those goods and services provided by a traveling vendor. The typical ice cream truck would be a good example of a transient merchant who is mobile most of the time, stopping only when requested for a few short minutes. Many operators of today’s food trucks or carts, however, are seeking more than a few minutes on the street, sidewalk, or parking lot, staying in place for a few hours to serve breakfast, lunch, or dinner. In fact, when they are located on private property, some food trucks may be in one location for days, weeks, or even months. It is important to make a dis-

inction between the food vendors that are more transient in nature, like an ice cream truck, and those that seek to move about less frequently. Both types of uses can offer benefits to the community, and they will each have different potential issues to regulate.

Many mobile food vendors utilize self-driven vehicles that permit easy relocation throughout the community. However, mobile food vending also includes trailers, food kiosks, and food carts. Food kiosks are temporary stands or booths that are typically intended to sell prepared foods, including ice cream, pretzels, and the like. Food kiosks may be found inside a large office building or shopping mall, but may also be secured for outside use. Some communities, like Maui County, Hawaii, allow a variety of products to be sold at a kiosk, provided certain standards are met (§30.08.030). While temporary in structure, food kiosks are often stationary with a defined location. Food carts allow the vendor to sell from outside the moveable unit and are often used to sell fresh fruits and vegetables. Typically, the food in kiosks and carts is prepared elsewhere and kept cold or hot in the unit. The city of New York encourages “green carts” that offer fresh produce in certain areas of the city and has special regulations for these uses (www.nyc.gov/greencarts).

In communities across the U.S., mobile food vendors are seeking permits to start these innovative businesses. They often run into roadblocks at city hall, because while many zoning ordinances include provisions for temporary

uses, most do not contain current definitions for mobile food vending nor do they include any standards that specifically relate to vending and the issues that may arise. The net result in many communities, intentional or unintentional, is a prohibition on mobile food vending.

THE PROS AND CONS OF MOBILE FOOD VENDING

Over the past few years, most of the economy has been struggling and the workforce has been challenged to adapt. With laid-off workers trying to reinvent themselves and new immigrants looking for opportunities, the number of people starting new businesses is rising. Mobile food vending seems, for some, like a low-cost way to wade into the pool of business ownership. There are a number of reasons why communities may elect to sanction mobile food vending:

- ***It provides an opportunity to increase jobs and businesses.*** The cost of starting a food truck business can start at \$25,000, where a traditional bricks-and-mortar establishment may start at \$300,000, according to the National Restaurant Association (Emergent Research 2012).
- ***It offers opportunities to provide food choices where zoning precludes restaurants.*** Traditional zoning codes tend to restrict the uses permitted in office and industrial districts, only allowing uses that narrowly meet the intent of those districts. Office and industrial parks, in particular, are often isolated from the rest of the community, requiring employees to drive to retail and restaurant areas. In addition, some communities may not have access to variety of

healthy, fresh foods, and therefore decide to encourage such food vendors in certain neighborhoods by relaxing requirements. New York's green carts initiative allows additional permits to be issued over the city's defined limit to mobile food vendors that offer fresh produce in underserved neighborhoods, and Kansas City, Missouri, offers reduced permit fees for mobile food vendors in city parks that meet certain nutritional standards (Parks and Recreation Vending Policy 4.7.08).

- **It can increase activity in struggling business districts** by creating a dynamic environment where people gather around the availability of new and fresh food. The economy has taken a toll on businesses over the past several years. Those that are hanging on in some areas find that their neighboring buildings or businesses are vacant. Food trucks can be a way to enliven an area, generating traffic for existing businesses and possibly spinning off new business activity. The restaurant industry is evolving to meet the demands of patrons who are looking for locally grown, sustainable, healthy, and fast options for dining. When food trucks use social media to communicate about their location schedules, it can build up a certain level of excitement and anticipation that can make a positive social impact. In addition, the rising trend of "cart pods" and "food truck rallies" brings multiple mobile food vendors to one location, creating a festive atmosphere in an area for a short time.

- **They signal to other potential businesses that the community is adapting to the evolving economy and supporting entrepreneurship.** Mobile food trucks are a new way of doing business; in these early years, communities that anticipate the demand from businesses and consumers may also find that this flexibility signals receptivity to new business models.

- **They are a way for restaurateurs to test the local market for future bricks-and-mortar facilities.** Mobile food trucks offer opportunities to interact with a potential market, to test recipes and pricing, and see if the restaurant fits with the community. All across the United States there are examples of food truck businesses evolving into permanent establishments, including El Camion ("the truck") in northwest Seattle that has recently opened a restaurant and bar in the Ballard neighborhood after several years of experience with its two mobile food units. Torchy's Tacos in Austin, Texas, started with a food truck and now has eight bricks-and-mortar restaurants in Austin, Dallas, Fort Worth, and Hous-

ton—and two more opening this year. The Lunch Room in Ann Arbor, Michigan, plans to open its bricks-and-mortar location soon, using social media to solicit fans of its existing "Mark's Carts" to become investors in the restaurant.

Along with these potential benefits can come community impacts and possible conflicts. Some of the challenges associated with

went through an extensive research and public input process, surveying their local chamber of commerce and meeting with prospective mobile food vendors, residents groups, and restaurant owners. Their resulting ordinance language responds to the needs and concerns of the community (Longmont 2011).

ADDRESSING AREAS OF CONCERN THROUGH ZONING

Many communities are updating their codes to accommodate or regulate mobile vending. In June 2012 Grand Rapids, Michigan, included the following statement of intent in a new set of mobile food vending provisions:

Employment and small business growth in the city can occur while providing a broad range of food choices to the public through careful allowances for temporary concession sales. The provisions of this section are intended to prevent predatory practices on bricks-and-mortar restaurants while allowing for new food vending opportunities that can add vitality to vacant parking lots and underutilized sites . . . (§5.9.32.K).

Other cities, including Phoenix, Arizona (§624.D.87); Chapel Hill, North Carolina (§§10-66–74); and Fort Worth, Texas (§5.406)—just to name a few—adopted regulations in 2012 to allow mobile vending or food trucks. Chapel Hill's

provisions note that allowing food trucks will "promote diversification of the town's economy and employment opportunities and support the incubation and growth of entrepreneurial/start-up businesses" but also that food trucks pose "unique regulation challenges."

While specific approaches vary from place to place, communities interested in adding or updating regulations for mobile food vending should start by defining the uses and then consider each of the following questions:

- Where in the community should such uses be permitted?
- How long should a food truck be permitted to stay in one location?



Russ Herschler

- ➔ Food truck gatherings are increasingly common in communities with extensive food truck offerings.

mobile food trucks might include problems with maintenance, trash, parking, noise, and vehicular and pedestrian circulation. In addition, some restaurateurs may be threatened by this new competition and try to prevent mobile food vending. Food trucks also have their own operational challenges, including dealing with unpredictable weather and maintaining an appropriate inventory despite limited storage.

The best way to understand and manage the pros and cons of food trucks in individual communities is to solicit public input and dialogue about the needs and wants of the community. For example, Longmont, Colorado,

- Are these mobile units just for food sales, or can other goods be sold as well?
- Does the community want to increase activity?
- How can the zoning ordinance address upkeep and maintenance?
- When can food trucks operate?
- How are visitor parking and circulation accommodated?
- How are these uses reviewed and permitted?
- What do vendors and their customers want or need?
- How is signage for the mobile unit regulated?
- How is the site lit to ensure safety?

Location

It is common to allow mobile food vending in commercial districts, but some communities add industrial districts or specify mixed use districts. Start with the community's comprehensive plan—is there a need or desire to increase activities in specific parts of the community? Are there concerns about the impact of single-purpose districts (especially office and industrial) on connectivity, traffic congestion, and business

In consideration for existing facilities, some communities decide that there should be a minimum distance between mobile units and bricks-and-mortar restaurants. Some communities try to limit the impact on adjacent residential uses through a distance requirement or by restrictions on hours of operation. Planners should test these locational restrictions to ensure that realistic business opportunities exist. El Paso, Texas, repealed its locational requirement of 1,000 feet from bricks-and-mortar establishments following a 2011 lawsuit to provide sufficient opportunities for mobile food vendors (Berk and Leib 2012). Attorneys Robert Frommer and Bert Gall argue that separation from other establishments is not necessary and that food truck regulations should be narrowly tailored to legitimate health, safety, and welfare concerns, not regulate competition (2012).

The American Heart Association has also looked at location issues related to mobile food vending. They report that several communities across the country prohibit mobile food vending within a certain distance of schools (or

nity and often is related to where mobile food vending is permitted. Some communities allow food trucks on public property but prohibit overnight parking. Where on-street parking is at a premium, communities may consider allowing food trucks to utilize public parking spaces for the same duration as other parked vehicles. Chicago requires food trucks to follow posted meter time restrictions, with no more than two hours in one location. In addition, the city also limits mobile food vending to two hours on private property (§4-8).

In contrast, some communities allow food trucks on private property for up to 30 days or more at one location. For example, Grand Rapids allows concession sales for up to 200 consecutive days over 12 calendar months (§5.9.32.K.6).

Regulations like this may impact vendors in terms of the types of food that can be sold and the manner in which they are prepared, especially when preparation is done on-site. Communities may wish to consider whether the allowed duration is reasonable for food vendors as well as adjacent property owners.



➡ This food truck rally in Royal Oak, Michigan, illustrates how a gathering of food trucks can activate an otherwise underutilized space.

retention and recruitment? Are there any areas in the community where the population is underserved by food choices? Planners can take these concerns to the community and invite residents and business owners to share their thoughts on where mobile food vending might be appropriate and desirable.

Some communities make a distinction between vending on public property, which often requires a license but is not regulated by zoning, and private property, which often requires a temporary use permit and is regulated by the zoning ordinance. When permitted on private property, zoning standards should require evidence of property owner approval.

at school release times) to limit the sometimes nutritionally challenged food choices available (2012). Woodland, California, prohibits mobile food vending within 300 feet of a public or private school, but will allow them on school property when approved by the school (§14-15). It a different twist, the Minneapolis Public School System introduced a food truck program this year to offer free nutritious meals to students during the summer months at four different sites in Minneapolis (Martinson 2013).

Duration

The length of time food trucks are permitted to stay in one place varies widely by commu-

Goods Available for Sale

Some communities, like College Station, Texas, are very specific that the goods sold from mobile vending to be food related (§4-20). This is often borne of a desire to start with mobile vending on a limited basis to gauge its impact. As mobile food trucks become more prevalent, surely people will explore the ideas of starting other types of businesses in this format. Communities may wish to consider the questions raised earlier about location and assess whether or not it makes sense to allow other goods in addition to food to be sold in designated areas. For example, Ferndale, Michigan, allows a variety of wares to be sold by a mobile

vendor, including apparel, jewelry, household goods, and furnishings (§§7-73–82). That might be just the place for book publisher Penguin Group (USA) to take its recently introduced first mobile bookstore, which aims to make books accessible where big box retailers aren't located (Edsall 2013).

Number of Units in One Location

Some communities that are getting on board with mobile food vending have started allowing them to congregate for certain events and activities. For example, Royal Oak, Michigan, started a food truck “rally” at their indoor farmers market during colder months. It is a good way to utilize the facility as well as provide entertaining food options for city residents. It has now become a great family event every month year-round, with musical entertainment, bouncy houses, and face painting. The city limits the rally to no more than 10 different trucks with a variety of cuisine for the whole family.

units to function on private property as a single business. To address potential negative impacts, each mobile food court must have its own on-site manager, who is responsible for the maintenance of the area (§5.406).

Trash

The type of standards for trash removal and upkeep will vary depending on the location and duration of the vending. Most communities require waste receptacles for every mobile food vending unit and some further require waste to be removed from a site daily. Keep in mind that where communities allow seating along with the mobile food unit, people will generate more trash on-site than in situations where there is no seating provided and people take their food (and trash) to go.

Hours of Operation

Some communities limit hours of operation to around lunchtime (e.g., 10:30 a.m. until 3:30

trucks on private property, communities typically require the vendor to ensure that there is sufficient parking available for its use and any other uses on the site, including the space taken up by the unit itself. Some cities allow public parking areas to be utilized for food trucks, and may even allow metered parking spaces to be used provided the related meter fees are paid. For example, Minneapolis allows a mobile vendor to park at no more than two metered spaces, as long as they are not short-term spaces and are not located within 100 feet of an existing restaurant or sidewalk cafe—unless the restaurant owner gives consent (§188.485.c.7).

Licenses and Permits

Most communities require permits or licenses regardless of whether the trucks operate on public or private property. It is also common for the community to reference compliance with other codes, particularly state or local health codes. These other codes can impact how trucks operate. For example, California's

Health and Safety Code requires trucks to have hand-washing stations if food is prepared in the truck, but does not require them on trucks selling only prepackaged foods like frozen desserts (§114311).

Some communities cap the number of licenses available for food trucks to limit their impact, but many others do not. Grand Rapids

requires a temporary use permit, subject to planning commission approval, and gives standards for consideration (§5.9.32.K.18), including an assessment asking “[w]ill the proposed stand, trailer, wagon or vehicle contribute to the general aesthetic of the business district and include high quality materials and finishes?”

Site Amenities

Some communities specify that no tables or chairs are permitted, or if they are, then sanitary facilities are also required. There may be flexibility in the permitted arrangements for such facilities (for example, having permission to use such facilities within a reasonable distance of the mobile unit). Frisco, Texas, prohibits connections to po-



Site amenities like tables and chairs are often easier to accommodate on private property than in a public right-of-way.

According to Market Master Shelly Mazur, “It’s nice to be able to offer a family-friendly event in a climate-controlled building with renovated bathrooms and seating.”

On the other hand, in its 2010 ordinance, the city of Zillah, Washington, banned mobile food vending altogether, declaring it a “nuisance,” and finding that “when mobile vendors congregate in the same area, the heightened intensity of use negatively impacts the surrounding area, particularly by increased trash” (§8.32). Fort Worth tackled this issue head-on, defining a group of food trucks as a “mobile food court” when two or more mobile vending units congregate. They allow these

p.m.), and others allow sales from early in the morning to late in the evening (e.g., 7 a.m. until 10 p.m.). Some communities place no time limits on these operations in the zoning regulations. Again, consider where these units will be permitted and the potential conflicts with adjacent uses.

Parking and Circulation

Given the mobility of these vendors, they by necessity are typically located in parking areas. Whether in public spaces or a private parking lot, it is important to ensure sufficient parking for existing uses to prevent an undue burden on bricks-and-mortar establishments. For food

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table water, requiring mobile food vendors to store their water in an internal tank. The city also requires vendors to be located within 50 feet of an entrance of a primary building, and drive-through service is expressly prohibited (§3.02.01.A(20)). King County, Washington, requires that all mobile food vending in the county be located within 200 feet of a usable restroom (§5.34).

Signage

Some communities use their existing sign regulations, but others tailor standards for mobile units. In Michigan, both Grand Blanc Township (§7.4.9.F) and Kalamazoo (§§25-63–68) allow one sign on the mobile vending unit itself, but do not allow any other signage. This is fairly common. In many cases, the truck itself essentially functions as one big sign with colorful graphics. Additionally, many mobile food vendors now use social media to get out the word regarding the time and place they will set up shop, potentially reducing the need for additional signage beyond that on the unit itself.

Lighting

Lighting is not as commonly addressed as other issues, especially if a mobile food vending unit is located in an existing developed area, but it is likely presumed that other applicable lighting requirements appropriate to the location are to be followed. Consider adjacent uses and the impact of light trespass and glare. For example, Grand Blanc Township requires mobile food vending units to be lit with available site lighting. No additional exterior lighting is allowed unless permitted by the zoning board of appeals upon finding that proposed exterior lighting mounted to the mobile vending unit will not spill over on to adjacent residential uses as measured at the property line (§7.4.9.F.10).

TESTING, FOLLOW-UP, AND ENFORCEMENT

One of the nice things about mobile food vending is that it is really easy for a community to put a toe in the water and test the impact of regulations on mobile food vendors, other community businesses, and the public, and to adjust the regulations

as appropriate. The Metropolitan Government of Nashville-Davidson County, Tennessee, initiated a test phase beginning April 2012 that will provide evaluative data for a successful mobile food vendor program. The program will initially be operated under a temporary permit issued by the Metro Public Works Permit Office for two specified zones, the downtown core and outside of it. Oakland, California, has a pilot program for "Food Vending Group Sites," defined as "the stationary operation of three (3) or more 'mobile food vendors' clustered together on a single private property site, public property site, or within a specific section of public right-of-way" (§5.51).

Before embarking on extensive zoning rewrites, review the suggested considerations with the community to anticipate and plan for appropriate ways to incorporate this use in a reasonable way. Mobile food vending is on the rise all over the country, from urban sites to the suburbs. When regulated appropriately, mobile food vending can bring real benefits to a community, including jobs, new businesses, fresh food, and vitality.

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HOW DOES YOUR COMMUNITY
REGULATE FOOD TRUCKS AND
OTHER MOBILE VENDORS?

9

TITLE 10: ZONING

New Subsection B to 10-16-3

B. Exception. The parking of mobile food or retail vendor vehicles shall be an exception to Subparagraph A. above when in compliance with Section 10-3-14 and Chapter 5 of Title 3.

New Section 10-3-14

SECTION 10-3-14: MOBILE FOOD VENDOR VEHICLES AND RETAIL VENDOR VEHICLES

- A. **PURPOSE:** To encourage and regulate the operation of mobile food vendor and retail vendor vehicles subject to operational standards, on public and private property within the City. These operational standards and application procedures are intended to recognize the opportunity for unique outdoor portable fare and added convenience to persons living and working within Yorkville, while protecting the health, safety and welfare of the general public.

B. DEFINITIONS:

CANTEEN TRUCK: A vehicle that operates to provide food services to workers at locations where access to such services is otherwise unavailable or impractical (e.g., a construction site); from which the operator sells food and beverages that require no on-site preparation or assembly other than the heating of pre-cooked foods; and is not advertised in any form to the general public except by virtue of signage on the vehicle. Products sold from canteen vendor vehicles may include fruits, vegetables, and pre-cooked foods such as hot dogs, prepackaged foods and pre-packaged drinks.

COMMISSARY: A catering establishment, restaurant, or any other place in which food, containers, or supplies are kept, handled, prepared, packaged, or stored.

EDIBLE FOOD PRODUCTS: Products that are ready for immediate consumption, including prepackaged food and food cooked, prepared or assembled on-site. The term "edible food products" does not include fresh produce unless the produce has been packaged, cooked, chopped, sliced, mixed, brewed, frozen, squeezed or otherwise prepared for consumption.

MOBILE FOOD VENDOR VEHICLE: A vehicle, from which edible food products are cooked, prepared or assembled with the intent to sell such items to the general public, provided that food vendor vehicles may also sell other edible food products and beverages that have been prepared or assembled elsewhere. Food vendor vehicle operators may market their products to the public via advertising, including social media. For the purposes of this Title, this shall also include ice cream vendor vehicles, canteen trucks and pushcarts.

LOCATION: Any single parcel or any combination of contiguous parcels owned or controlled by a single entity or affiliated entities.

LOT, IMPROVED: a platted lot or parcel of land upon which a building, structure or other primary use, as defined by the Zoning Ordinance, exists.

LOT, UNIMPROVED: a platted lot or parcel of land upon which no structure or uncompleted structure exists.

MOBILE RETAIL VENDOR VEHICLE: A vehicle from which merchandise is sold and retail sales are made, and is intended to be temporary, or is capable of being moved from one location to another.

PUSHCART: A non-motorized vehicle limited to serving non-potentially hazardous foods or commissary wrapped food maintained at proper temperatures.

SANITIZATION: The effective bactericidal treatment by a process that provides enough accumulative heat or concentration of chemicals for enough time to reduce the bacterial count, including pathogens, to a safe level on utensils and equipment.

VENDOR VEHICLE RALLY: A coordinated and advertised gathering of more than three (3) mobile food vendor and/or mobile retail vendor vehicles, in one location and on a date certain, with the intent to serve the public.

C. GENERAL PROVISIONS:

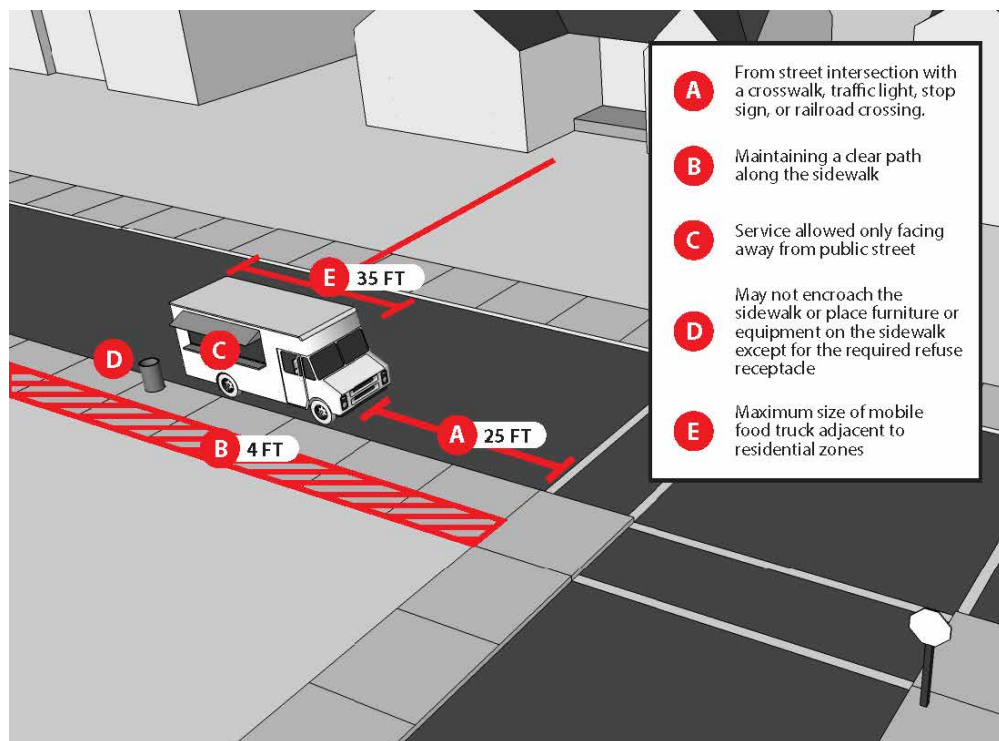
1. Mobile food vendor vehicles and mobile retail vendor vehicles shall obtain a Certificate of Registration from the Office of the City Clerk in accordance with Title 3, Chapter 5 of the City Code.
2. Mobile food vendor vehicles and mobile retail vendor vehicles must comply with all federal, state, county and local business tax, sales tax and other tax requirements.
3. It shall be a violation to operate a mobile food vendor vehicle or mobile retail vendor vehicle at any location except in compliance with the requirements of this section.
4. Mobile food vendor vehicles and mobile retail vendor vehicles are permitted in all zoning districts of the city, subject to the location and operational standards established in this Title or this Code.
5. Mobile food vendor vehicles and mobile retail vendor vehicles shall not obstruct or interfere with the free flow of pedestrian or vehicular traffic, including but not limited to access to or from any business, public building, or dwelling vehicle, nor shall it restrict the sight distances triangle at driveways and street right-of-way intersections or prevent access of emergency vehicles.

6. Drive-through vending is prohibited. No vendor shall make sales to any person in a vehicle.
7. No amplified music or loudspeakers shall be permitted. Mobile food vendor vehicle and mobile retail vendor vehicles shall comply with the provisions of the Performance Standards in Section 10-13-C-2 of the City Code. All smoke and odors generated by a mobile food vendor vehicle shall comply with the provisions of the Performance Standards in Section 10-13-C-3 and Section 10-13-C-4 of the City Code.
8. Any exterior lighting provided on the mobile food vendor vehicles or mobile retail vendor vehicles shall comply with the Performance Standards in Section 10-13-C-7 of the City Code.
9. No sales or service of alcohol shall be allowed by mobile food vendor vehicles.
10. Mobile food vendor vehicles and mobile retail vendor vehicles shall provide at least one (1) trash receptacle for use by patrons and in a convenient location that does not impede pedestrian or vehicular traffic. All litter or debris generated immediately within the vicinity of the mobile food vendor vehicle or mobile retail vendor vehicle shall be collected and removed by the mobile operator.

D. LOCATION AND OPERATIONAL STANDARDS:

1. Mobile Food Vendor Vehicles and Mobile Retail Vendor Vehicles Operating within the Public Right-of-Way
 - a. Mobile food vendor vehicles and mobile retail vendor vehicles shall be legally parked in full compliance with all state and local parking provisions which apply to the location at which it is parked, including any sign prohibiting the parking or standing of a vehicle or indicating a parking time limit.
 - b. Operation of mobile food vendor vehicles and mobile retail vendor vehicles within city parks shall be subject to rules and regulations established by the park board.
 - c. No unattended mobile food vendor vehicle or mobile retail vendor vehicle shall be parked or left overnight within a public right-of-way or on any other public property.
 - d. Mobile food vendor vehicles or mobile retail vendor vehicles shall not operate within the public right-of-way within 500 feet from any K -12 school building, as defined by the State of Illinois, between the hours of 7:00 a.m. and 4:00 p.m. on regular school days; unless as part of a permitted special event or rally.
 - e. Mobile food vendor vehicles or mobile retail vendor vehicles shall not be parked within 25 feet from a street intersection with a crosswalk, traffic light, or stop sign, or within 25 feet from a railroad crossing.

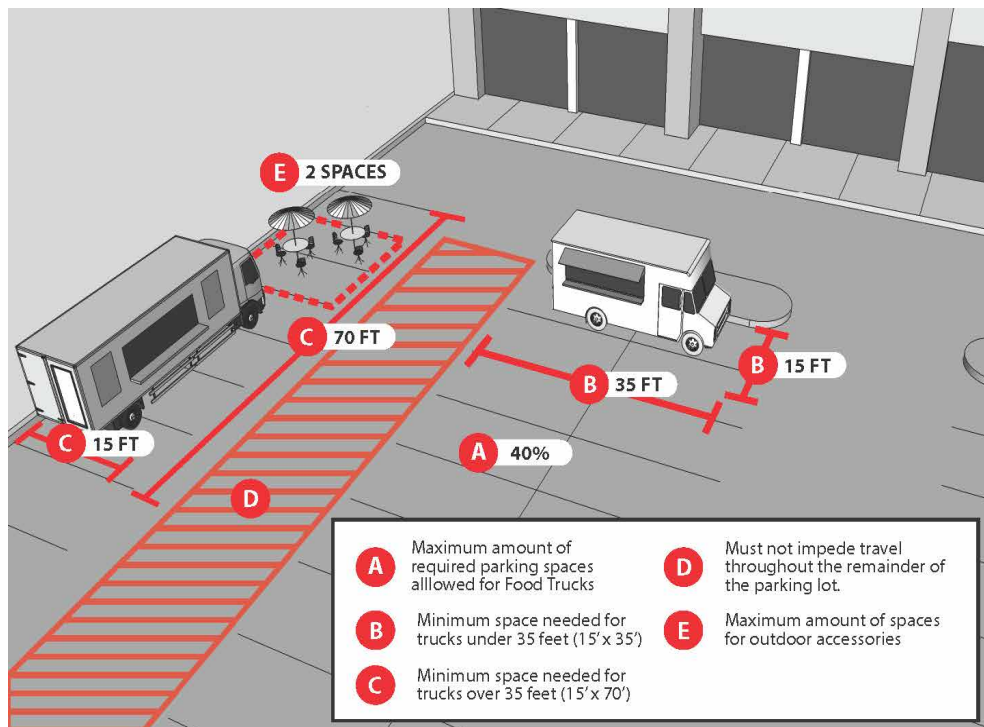
- f. Mobile food vendor vehicles or mobile retail vendor vehicle operators shall be responsible for organizing customer queuing in a manner that maintains a clear path along the sidewalk that is at least four (4) feet wide and does not interfere with or obstruct the free passage of pedestrians.
- g. All sales and service shall be limited solely to that side of the mobile food vendor vehicle or mobile retail vendor vehicle facing away from the public street.
- h. Mobile food vendor vehicles and mobile retail vendor vehicles shall not encroach onto a public sidewalk with any part of the vehicle or any other equipment or furniture related to the operation of its business, except for required refuse receptacles.
- i. Mobile food vendor vehicles greater than 35 feet in length, or that occupy more than two on-street parking spaces, are not permitted to operate in the public right-of-way adjacent to residentially zoned properties.
- j. Mobile food vendor vehicles or mobile retail vendor vehicles shall not block a lawfully placed monument sign of another business.



2. Mobile Food Vendor Vehicles and Retail Vendor Vehicles Operating on Private Property

- a. Mobile food vendor vehicles and retail vendor vehicles may be permitted to operate on private property as a temporary accessory use in all zoning districts.

- b. Mobile food vendor vehicles and retail vendor vehicles on private property shall have a notarized letter of permission from the property owner granting the operator the owner's express consent to operate on the site in accordance with the approved Certificate of Registration.
- c. Mobile food vendor vehicles and retail vendor vehicles shall not occupy more than 40% percent of required parking spaces on an improved lot or exceed the maximum lot coverage for the district in which it is located on an unimproved lot.
- d. The maximum number of mobile food vendor vehicles and retail vendor vehicles permitted on a site shall be determined as follows:
 1. One (1) mobile food vendor vehicle or retail vendor vehicle may operate on the site for every 525 square foot paved area (at least 35 feet by 15 feet in dimension); except that mobile food vendor vehicles or retail vendor vehicles greater than 35 feet in length require a space at least 70 feet by 15 feet.
 2. Mobile food vendor vehicle and retail vendor vehicle operations shall occur upon a paved, level parking area or surface.
 3. Mobile food vendor vehicles and retail vendor vehicles parked within required parking areas shall not impede pedestrian or vehicle ingress or egress through the remainder of the parking area or adjacent public right-of-way.
 4. Mobile food vendor vehicles and retail vendor vehicles may be permitted to have canopies and outdoor seating areas, provided these additional outdoor accessories may not occupy more than two (2) parking spaces per mobile food vendor vehicle or retail vendor vehicle.



3. Canteen Trucks Operating on Private Property

- a. Canteen Trucks operating on private property shall have a notarized letter of permission from the property owner granting the operator the owner's express consent to operate on the site in accordance with the approved Certificate of Registration.
- b. Canteen Trucks may operate on an unimproved lot or parcel, only if such lot or parcel or an adjoining lot or parcel is undergoing permitted construction activity.
- c. Canteen Trucks shall not block fire lanes, designated construction traffic lanes for ingress or egress or access to or from the construction site.
- d. No unattended Canteen Truck shall be parked overnight on any property.

4. Private Vendor Service by Mobile Food Vendor Vehicles and Mobile Retail Vendor Vehicles

- a. Mobile Food Vendor Vehicles and Mobile Retail Vendor Vehicles may provide private sales service within the public right-of-way and on private property in residential districts only.
- b. Private vendor services by Mobile Food Vendor Vehicles and Mobile Retail Vendor Vehicles shall be limited to private guests of the event host only. No walk-up customers are permitted.
- c. Payment shall occur directly between the event host and the Mobile Food Vendor Vehicle and retail vendor vehicle. No payment transactions shall occur for individual orders.
- d. All operational standards for operating a Mobile Food Vendor Vehicle and Mobile Retail Vendor Vehicle as provided in this section shall apply.

Draft 11/1/2018

Chapter 5: Sanitation and Mobile Vendors

Article A. Food Service and Sanitation

Article B. Mobile Vendor Vehicles

Article C. Truck Rally Special Events

ARTICLE A. FOOD SERVICE AND SANITATION

3-5A-1: FOOD SERVICE AND SANITATION:

A. Regulations Adopted: The Food Service and Sanitation Ordinance adopted by the County of Kendall as Ordinance _____ on _____ together with all appendices thereto, and all subsequent amendments is hereby adopted as the regulations governing the sanitation procedures and control for the storage, preparation and serving of food within the city with such amendments as hereinafter set forth in this chapter.

ARTICLE B. MOBILE VENDOR VEHICLES

3-5B-1: DEFINITIONS:

The words and terms set forth in this section, wherever they occur in this chapter, shall be construed as herein defined:

CANTEEN TRUCK: A vehicle that operates to provide food services to workers at locations where access to such services is otherwise unavailable or impractical (e.g., a construction site); from which the operator sells food and beverages that require no on-site preparation or assembly other than the heating of pre-cooked foods; and is not advertised in any form to the general public except by virtue of signage on the vehicle. Products sold from canteen vendor vehicles may include fruits, vegetables, and pre-cooked foods such as hot dogs, prepackaged foods and pre-packaged drinks.

COMMISSARY: A catering establishment, restaurant, or any other place in which food, containers, or supplies are kept, handled, prepared, packaged, or stored.

EDIBLE FOOD PRODUCTS: Products that are ready for immediate consumption, including prepackaged food and food cooked, prepared or assembled on-site. The term "edible food products" does not include fresh produce unless the produce has been packaged, cooked, chopped, sliced, mixed, brewed, frozen, squeezed or otherwise prepared for consumption.

MOBILE FOOD VENDOR VEHICLE: A vehicle, from which edible food products are cooked, prepared or assembled with the intent to sell such items to the general public, provided that food vendor vehicles may also sell other edible food products and beverages that have been prepared or assembled elsewhere. Food vendor vehicle operators may market their products to the public via advertising, including social media. For the purposes of this Title, this shall also include ice cream vendor vehicles, canteen trucks and pushcarts.

LOCATION: Any single parcel or any combination of contiguous parcels owned or controlled by a single entity or affiliated entities.

LOT, IMPROVED: a platted lot or parcel of land upon which a building, structure or other primary use, as defined by the Zoning Ordinance, exists.

LOT, UNIMPROVED: a platted lot or parcel of land upon which no structure or uncompleted structure exists.

MOBILE RETAIL VENDOR VEHICLE: A vehicle from which merchandise is sold and retail sales are made, and is intended to be temporary, or is capable of being moved from one location to another.

PUSHCART: A non-motorized vehicle limited to serving non-potentially hazardous foods or commissary wrapped food maintained at proper temperatures.

SANITIZATION: The effective bactericidal treatment by a process that provides enough accumulative heat or concentration of chemicals for enough time to reduce the bacterial count, including pathogens, to a safe level on utensils and equipment.

VENDOR VEHICLE RALLY: A coordinated and advertised gathering of more than three (3) mobile food vendor and/or mobile retail vendor vehicles, in one location and on a date certain, with the intent to serve the public.

3-5B-2: CERTIFICATE OF REGISTRATION REQUIRED:

Every person desiring to engage in mobile vendor services within the city is hereby required to make written application for a certificate of registration as hereinafter provided. It shall be unlawful for any person to engage in mobile vendor service without having first obtained said certificate of registration. Said certificate shall be carried by the applicant while engaged in mobile vendor service and shall be displayed at all times in a place readily visible to all customers. The term for mobile vendor registrations shall commence on January 1 and shall expire on December 31 of each year.

3-5B-3: MOBILE VENDOR SERVICE ON PUBLIC PROPERTY:

- A. It shall be unlawful for any person or entity to operate as a mobile food or retail vendor on property owned by a governmental entity including streets, roadways, alleys, sidewalks, parks, or right of ways within the city without first having obtained a certificate of registration from the office of the city clerk. Application for a certificate of registration shall be made upon a form provided by the office of the city clerk and filed with such. The applicant shall truthfully state in full the information requested on the application:

1. Applicant name, present place of residence, length of residence at such address, phone number, business name, business address, type of business, length of time in type of business being applied for.

2. Name, address, phone number for all drivers or operators of the mobile vendor vehicles;

3. Identification: Copy of current state photo identification or driver's license from all applicants, members, partners, officers, drivers, and operators;

4. Description of vendor services: Description sufficient for identification of the mobile service provided by the merchant which the applicant will engage in;

5. List of the mobile vehicles/trucks or pushcarts intended to be operated including the make, model, year, vehicle identification number and license plate number for each;

6. Date Of Previous Application: The date, or approximate date, of the latest previous application for certificate under this chapter, if any;

7. Revocation History: Whether a certificate of registration issued to the applicant under this chapter has ever been revoked;

8. History of violation convictions: Whether the applicant, driver, or operator has ever been convicted of a violation of any of the provisions of this chapter or the ordinance of any other Illinois municipality regulating the activities of mobile vendors;

9. History of Conviction Of A Felony: Whether the applicant, driver, or operator has ever been convicted of the commission of a felony under the laws of the state of Illinois or any other state or federal law of the United States;

10. Tax Identification Number: Each applicant shall produce an Illinois department of revenue identification number for the retailers' occupation tax. No license shall be issued if the applicant does not have an identification number except that no identification number shall be required if a mobile vendor is sponsored by or working for a religious, educational, or charitable organization where such organization is entirely a nonprofit organization and who can furnish the city with a "tax exempt number" and written proof of its "tax exempt status";

11. Health Certificate: Any mobile food vendor shall be required to obtain a health inspection certificate from the Kendall County public health department. Said certificate shall be required to do business under a certificate of registration under this title in the city of Yorkville;

12. Photo of The Applicant: Each applicant, driver, and operator shall submit a photo that must be the same size as required for passports being two inches by two inches (2" x 2")

13. Insurance. The applicant shall obtain and maintain in force comprehensive general liability, broad form property damage and blanket contractual liability insurance in a combined single limit amount, per claim and aggregate of at least one million dollars (\$1,000,000.00) covering the applicant's operations. Such insurance shall name, on a special endorsement form, the City of Yorkville, its elected and appointed boards, commissions, officers, agents and employees as additional insurers. A certificate of insurance shall contain provisions that prohibit cancellations, modifications, or lapse without thirty (30) days prior written notice to the city's Clerks Office.

B. All statements made by the applicant upon the application or in connection therewith shall be under oath.

- C. The office of the city clerk shall require every applicant, **driver, and operator** to submit to fingerprinting by the police department in connection with the application for certificate. The applicant, driver, and operator shall pay the fee as set by the Illinois state police for fingerprint submissions.
- D. The office of the city clerk shall cause to be kept an accurate record of every application received and acted upon together with all other information and data pertaining thereto and all certificates of registration issued under the provisions of this chapter and of the denial of applications.
- E. No certificate of registration shall be issued to any person who has been convicted of the commission of a felony under the laws of the state of Illinois or any other state or federal law of the United States, within five (5) years of the date of the application; nor to any person who has been convicted of a violation of any of the provisions of this chapter, nor to any person whose certificate of registration issued hereunder has previously been revoked as herein provided.
- F. Each applicant **for mobile service on public property** shall pay a two hundred dollar (\$200.00) application fee per application. **The application fee covers the first mobile vehicle/truck or pushcart. Additional mobile vehicles/trucks or pushcarts will be one hundred dollars (\$100.00) each.** All fees are nonrefundable. No application fee shall be charged of a mobile ~~food~~ vendor sponsored by or working for a religious, educational, or charitable organization where such organization is entirely a nonprofit organization and who can furnish the city with a "tax exempt number" and written proof of its "tax exempt status."

3-5B-4: MOBILE VENDOR SERVICE ON PRIVATE PROPERTY:

- A. It shall be unlawful for any person or entity to operate as a mobile food or retail vendor on private property without first having obtained a certificate of registration from the office of the city clerk. Application for a certificate of registration shall be made upon a form provided by the office of the city clerk and filed with such. The applicant shall truthfully state in full the information requested on the application:
 - 1. Applicant name, present place of residence, length of residence at such address, phone number, business name, business address, type of business, length of time in type of business being applied for.
 - 2. Name, address, phone number for all drivers or operators of the mobile vendor vehicles;
 - 3. Identification: Copy of current state photo identification or driver's license from all applicants, members, partners, officers, drivers, and operators;
 - 4. Description Of Mobile Food Service: Description sufficient for identification of the mobile service provided by the merchant which the applicant will engage in;
 - 5. List of the mobile food vehicles/trucks or pushcarts intended to be operated including the make, model, year, vehicle identification number and license plate number for each;
 - 6. Date Of Previous Application: The date, or approximate date, of the latest previous application for certificate under this chapter, if any;
 - 7. Revocation History: Whether a certificate of registration issued to the applicant, driver, or operator under this chapter has ever been revoked;

8. History of violation convictions: Whether the applicant, driver, or operator has ever been convicted of a violation of any of the provisions of this chapter or the ordinance of any other Illinois municipality regulating the activities of mobile vendors;

9. History of Conviction Of A Felony: Whether the applicant, driver, or operator has ever been convicted of the commission of a felony under the laws of the state of Illinois or any other state or federal law of the United States;

10. Tax Identification Number: Each applicant shall produce an Illinois department of revenue identification number for the retailers' occupation tax. No license shall be issued if the applicant does not have an identification number except that no identification number shall be required if a mobile food vendor is sponsored by or working for a religious, educational, or charitable organization where such organization is entirely a nonprofit organization and who can furnish the city with a "tax exempt number" and written proof of its "tax exempt status";

11. Health Certificate: Any mobile food vendor shall be required to obtain a health inspection certificate from the Kendall County public health department. Said certificate shall be required to do business under a certificate of registration under this title in the city of Yorkville;

12. Photo of The Applicant: Each applicant, driver, and operator shall submit a photo that must be the same size as required for passports being two inches by two inches (2" x 2").

13. Mobile Food and Retail Vendors operating on private property shall have a notarized letter of permission from each property owner granting the operator the owner's express consent to operate on the site in accordance with the approved certificate of registration.

14. Insurance. The applicant shall obtain and maintain in force comprehensive general liability, broad form property damage and blanket contractual liability insurance in a combined single limit amount, per claim and aggregate of at least one million dollars (\$1,000,000.00) covering the applicant's operations. Such insurance shall name, on a special endorsement form, the City of Yorkville, its elected and appointed boards, commissions, officers, agents and employees as additional insurers. A certificate of insurance shall contain provisions that prohibit cancellations, modifications, or lapse without thirty (30) days prior written notice to the city's Clerks Office.

- B. All statements made by the applicant upon the application or in connection therewith shall be under oath.
- C. The office of the city clerk shall require every applicant, driver, and operator to submit to fingerprinting by the police department in connection with the application for certificate. The applicant, driver, and operator shall pay the fee as set by the Illinois state police for fingerprint submissions.
- D. The office of the city clerk shall cause to be kept an accurate record of every application received and acted upon together with all other information and data pertaining thereto and all certificates of registration issued under the provisions of this chapter and of the denial of applications.
- E. No certificate of registration shall be issued to any person who has been convicted of the commission of a felony under the laws of the state of Illinois or any other state or federal law of the United States, within five (5) years of the date of the application; nor to any person who has been convicted of a violation of any of the provisions of this chapter, nor

to any person whose certificate of registration issued hereunder has previously been revoked as herein provided.

- F. Each applicant shall pay a twenty-five dollar (\$25.00) application fee per application. The application fee covers the first mobile vehicle. Additional mobile vehicles will be ten dollars (\$10.00) each. All fees are nonrefundable. No application fee shall be charged of a mobile vendor sponsored by or working for a religious, educational, or charitable organization where such organization is entirely a nonprofit organization and who can furnish the city with a "tax exempt number" and written proof of its "tax exempt status".

3-5B-5: ISSUANCE OF CERTIFICATE:

- A. The office of the city clerk, after consideration of the application and all information obtained relative thereto, shall, within ten (10) business days of application, approve or deny the application. If the person does not possess the qualifications for such certificate, as herein required, and the issuance of a certificate of registration to the applicant would not be in accord with the intent and purpose of this chapter or Section 13-3-14, then the office of the city clerk shall deny the application. Endorsement shall be made by the office of the city clerk upon the application of the denial of the application. If the applicant is found to be fully qualified, the certificate of registration shall be issued within five (5) business days of the application approval so long as the application fees have been fully paid.
- B. The registration requirement for mobile vending vehicles is waived for all city sponsored special events.

3-5B-6: MOBILE FOOD SERVICE:

- A. Mobile food vendor vehicles shall comply with the requirements of this article, except as otherwise provided in this section and Section 13-3-14. The health department may impose additional requirements to protect against health hazards related to the conduct of the food service establishment as a mobile operation, may prohibit the sale of some or all potentially hazardous food and, when no health hazard will result, may waive or modify requirements of this article relating to physical facilities except those requirements of this section.
- B. All food items available for sale and the price of each item must be posted on the exterior of the mobile food vendor vehicle.
- C. Mobile food vendor vehicles serving only food prepared, packaged in individual servings, transported, and stored under conditions meeting the requirements of this article or beverages that are not potentially hazardous and are dispensed from covered urns or other protected equipment, need not comply with requirements of this chapter pertaining to the necessity of water and sewage systems nor to those requirements pertaining to the cleaning and sanitization of equipment and utensils if the required equipment for cleaning and sanitization exists at the commissary.
- D. A mobile food vendor vehicle requiring a water system shall have a potable water system under pressure. The system shall be of sufficient capacity to furnish enough hot and cold water for food preparation, utensil cleaning and sanitizing, and hand washing, in accordance with the requirements of this chapter. The water inlet shall be located so that it will not be contaminated by waste discharge, road dust, oil or grease, and it shall be

kept capped unless being filled. The water inlet shall be provided with a transition connection of a size or type that will prevent its use for any other service. All water distribution pipes or tubing shall be constructed and installed in accordance with the requirements of this chapter.

- E. If liquid waste results from operation of a mobile food unit, the waste shall be stored in a permanently installed retention tank that is of at least fifteen percent (15%) larger capacity than the water supply tank. Liquid waste shall not be discharged from the retention tank when the mobile food unit is in motion. All connections on the vehicle for servicing mobile food unit waste disposal facilities shall be of a different size or type than those used for supplying potable water to the mobile food unit. The waste connection shall be located lower than the water inlet connection to preclude contamination of the potable water system.

3-5B-7: COMMISSARY:

- A. Mobile food vendor vehicles shall operate from a commissary or other fixed food service establishment and shall report at least daily to such location for all supplies and for all cleaning and servicing operations.
- B. The commissary or other fixed food service establishment used as a base of operation for mobile food vendor vehicles shall be constructed and operated in compliance with the requirements of this chapter.

3-5B-8: SERVICING AREA AND OPERATIONS:

- A. A mobile food vendor vehicles servicing area shall be provided and shall include at least overhead protection for any supplying, cleaning, or servicing operation. Within this servicing area there shall be a location provided for the flushing and drainage of liquid wastes separate from the location provided for water servicing and for the loading and unloading of food and related supplies. This servicing area will not be required where only packaged food is placed in the mobile food unit or pushcart or where mobile food vending vehicles do not contain waste retention tanks. The surface of the servicing area shall be constructed of a smooth nonabsorbent material, such as concrete or machine laid asphalt and shall be maintained in good repair, kept clean, and be graded to drain.
- B. Potable water servicing equipment shall be installed according to law and shall be stored and handled in a way that protects the water and equipment from contamination. The mobile food unit liquid waste retention tank, where used, shall be thoroughly flushed and drained during the servicing operation. All liquid waste shall be discharged to a sanitary sewerage disposal system in accordance with Yorkville-Bristol sanitary district rules and regulations.

3-5B-9: TIME LIMIT/RESTRICTIONS ON MOBILE VENDOR UNITS:

- A. Mobile vendors may conduct business from nine o'clock (9:00) A.M. to eight thirty o'clock (8:30) P.M. Sunday through Saturday, including holidays **unless such business is located on private property or as part of a city sponsored special event.**
- B. **Mobile vendors are not licensed to conduct business door to door.**
- C. **It shall be unlawful for any person, mobile food vendor vehicle operator to drink any alcoholic beverages, shout or call to prospective customers, or to disturb the peace in any manner while on duty.**

D. Sale of food from mobile food vendor vehicles shall be prohibited as follows:

1. In any city park, or on city park property, including parking lots unless the mobile food vendor has received a park vending permit from the city's parks and recreation department.
2. In any area where the operation impedes vehicular or pedestrian travel as determined by the chief of police or his designee.

E. The city has the ability to restrict the location of mobile food vendors should it be determined the location creates a parking shortage, parking issue, or unsafe parking conditions.

ARTICLE C. TRUCK RALLY SPECIAL EVENTS

3-5C-1 TRUCK RALLY SPECIAL EVENTS

A. Applicability and Approval:

All truck rallies of more than three (3) Mobile Food Vendor Vehicles and/or Mobile Retail Vendor vehicles on public or private property require:

1. Issuance of a permit for a truck rally shall be subject to the review and approval of:
 - a. The Community Development Director for all conditions relating to the Zoning Code.
 - b. The Director of Parks and Recreation for any truck rally within a city park,
 - c. The Public Works Director and Police Chief for any truck rally in the public right-of-way, and
2. Traffic control and pedestrian safety in the vicinity of the event shall be the responsibility of the permittee of the event.

B. Permit Application

1. In order to obtain a truck rally permit, the entity or organization hosting the truck rally, or the property owner of the location of the truck rally, must complete an application form provided by the City Clerk.
2. An application fee of fifty dollars (\$50.00) shall be required for all truck rally special events.
3. The application shall be submitted no later than 30 days prior to the proposed event and shall include the following information:
 - a. Name and address of the owner of the entity or organization hosting the truck rally.
 - b. Name of person in charge of the truck rally and a telephone number that may be used to contact such person during the vendor vehicle rally.

- c. Name, address and a contact phone number of the owner of the property on which the vendor vehicle rally will be held.
- d. Location map of the general area within 500 feet surrounding the proposed truck rally site.
- e. A dimensioned site plan of the property on which the food truck rally will be held, showing proposed location of each food truck including distances from adjacent buildings, streets and other trucks; location of any portable restroom facilities, if applicable; and location of any stages, tents, seating areas and any other facilities, structures or equipment to be used in conjunction with the food truck rally.
- f. Written description of the plans for the food truck rally, including parking locations, traffic control plans and the anticipated hours of operation.
- g. A list of all mobile food truck and/or mobile retail vendor vehicles participating in the food truck rally, along with confirmation that each vehicle operator has obtained or will obtain a Certificate of Registration with the Office of the City Clerk in accordance with Title 3: Business and License Regulations, Chapter 5 Food and Food Dealers, Article B. Mobile Food Vendor Vehicles of the City Code.
- h. Dates and hours of operation requested for the truck rally.
- i. An executed indemnification agreement in favor of the City of Yorkville for truck rallies occurring within the public right-of-way or public property.
- j. The permittee shall obtain and maintain in force comprehensive general liability, broad form property damage and blanket contractual liability insurance in a combined single limit amount, per claim and aggregate of at least one million dollars (\$1,000,000.00) covering the permittee's operations on the sidewalk or right-of-way. Such insurance shall name, on a special endorsement form, the City of Yorkville, its elected and appointed boards, commissions, officers, agents and employees as additional insurers. A certificate of insurance shall contain provisions that prohibit cancellations, modifications, or lapse without thirty (30) days prior written notice to the city's Clerks Office.

C. Financial Guarantee

- 1. The city may establish requirements for the posting of a financial guarantee prior to issuance of a truck rally permit within the public right-of-way to ensure that:
 - a. The premises will be cleared of all trash and debris immediately after the truck rally ends.
 - b. Any damage to the public right-of-way resulting from the truck rally is repaired.

- c. Any financial guarantee required shall be returned to the applicant only after all costs for removal of debris or repairs to public right-of-way damage have been deducted.
- d. In the event the financial guarantee is not sufficient to cover such costs, the entity or organization hosting the food truck rally shall be responsible for paying all remaining costs.

D. Inspections

An application for a truck rally permit shall be subject to inspections by the Building Code Official and Fire Marshal prior to the start of the event, including but not limited to, inspections of all lighting and electrical equipment, tents, stages and other temporary facilities brought to the site.

E. Enforcement

1. Each of the following circumstances constitute a violation of this article, for which a citation may be issued by the city:
 - a. Operation of a mobile vendor vehicle without a current, valid certificate or permit. Provided that each day and each separate location at which a mobile food vendor vehicle or mobile retail vendor vehicle is operated without a current, valid certificate or permit shall be considered a separate violation.
 - b. Holding a truck rally without a permit or failing to comply with the conditions of approval for a truck rally permit.
 - c. Failure to comply with any other provision of this article or Title.
 - d. Citations may be issued to the mobile food vendor vehicle, mobile retail vendor vehicle operator, employee, organizing or hosting entity, or the property owner on which the vehicles are operated.



Reviewed By:	
Legal	<input checked="" type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input checked="" type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #7

Tracking Number

EDC 2018-79 & PZC 2018-19

Agenda Item Summary Memo

Title: Brewery – Text Amendment

Meeting and Date: Economic Development Committee - November 6, 2018

Synopsis: Text amendment to the Zoning Ordinance to identify breweries as permitted uses in all Manufacturing Districts and special uses in all business districts.

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: Majority

Council Action Requested: Vote

Submitted by: Krysti J. Barksdale-Noble, AICP

Community Development

Name

Department

Agenda Item Notes:

See attached memo.

Have a question or comment about this agenda item?

Call us Monday-Friday, 8:00am to 4:30pm at 630-553-4350, email us at agendas@yorkville.il.us, post at www.facebook.com/CityofYorkville, tweet us at @CityofYorkville, and/or contact any of your elected officials at http://www.yorkville.il.us/gov_officials.php



Memorandum

To: Economic Development Committee
From: Krysti J. Barksdale-Noble, Community Development Director
CC: Bart Olson, City Administrator
Date: October 18, 2018
Subject: **PZC 2018-19 Brewery - Text Amendment to Zoning Ordinance**
Identifying breweries as permitted uses in all Manufacturing Zoned Districts and Special Uses in all Business Zoned Districts

Background & Request:

As the Economic Development Committee will recall in July 2010, the City Council approved Ordinance 2010-37 which amended the Zoning Ordinance to allow for the manufacturing of alcoholic beverages as a permitted use within the M-1 Limited Manufacturing District and identified “microbreweries/brewpubs” as permitted Special Uses within the City’s business districts. Since that time, the City also adopted Ordinance 2015-32 which amended the Zoning Ordinance by adding microbreweries/brewpubs, microdistilleries and microwineries as permitted uses in all business and manufacturing districts.

Staff continues to improve upon and refine this area of the Zoning Ordinance in light of recent business interest and to remain competitive among surrounding communities within this trending market. Therefore, staff is proposing to amend the text of the zoning ordinance to identify a full-scale “Brewery” as a permitted use in the M-1 and M-2 manufacturing districts, and as a special use in the B-1, B-2, B-3 and B-4 business districts. Additionally, the definition and liquor class of “Microbrewery/Brewpub” (Class M) will be amended to allow no more than 155,000 gallons of beer per year for sale to mirror the maximum production amount allowed by State Statute for liquor license classification purposes, and a new Class K license will be created for breweries.

Proposed Text Amendment:

Staff is recommending the following revisions to the Zoning Ordinance regarding Microbreweries/Brewpubs and Breweries:

1. Amend the Permitted and Special Uses Table in Section 10-06-03 to identify “**Brewery**” as a permitted use in the M-1 Limited Manufacturing and M-2 General Manufacturing districts and a special use in the B-1 Local Business, B-2 Retail Commerce Business, B-3 General Business, B-4 Service business districts.
2. Amend Title 10-2-3 of the Zoning Ordinance to include the following definitions:

Brewery: An establishment that engages in the manufacture of beer as such terms are defined in the Liquor Control Act of 1934, as amended, and has obtained a liquor license from the City.

3. Amend Section 10-2-3: Definitions to read as follows:

Microbrewery or Brewpub: A restaurant-brewery that brews beer primarily for sale in the restaurant and/or bar and is dispensed directly from the brewery's storage tanks. Total production capacity shall not exceed one hundred and fifty-

five thousand (155,000) gallons per calendar year. One U.S. barrel is equivalent to thirty one (31) gallons.

4. Amend Section 10-6-1-G: Microbrewery to read as follows:

Microbreweries/brewpubs, where if off premises consumption is allowed, all sales must be in a hand capped, sealed container with a total maximum production of one hundred fifty-five thousand (155,000) gallons per calendar year inclusive of on premises and off premises sales.

Microbrewery/brewpub operations will be ancillary to a restaurant or eating establishment, and the brewing component of the facility shall be no more than twenty five percent (25%) of the total floor area.

Additionally, the Liquor License regulations will be amended and revised to add the following definitions:

Class M - Microbrewery/brewpub. A restaurant that manufactures only at the designated licensed premises less than 155,000 gallons of beer per year for sale primarily in the restaurant on the premises for either on premise or off premise consumption. Sales may also be made to importing distributors, distributors and to non-licensees for use and consumption. The brewery shall be an accessory use to the restaurant and shall not be more than twenty-five percent (25%) of the total floor area.

Class K - Brewery. The manufacturing and retail sale of less than 930,000 gallons of beer per year for consumption on and off the premises, the retail sale on the premises of beer and wine products not manufactured on the premises and the sale to importing distributors, distributors and to other retail liquor licensees. A brewery shall also be licensed as a Class 1 Brewer by the Illinois liquor Control Commission.

A brewery may include a tavern or restaurant as an accessory use in compliance with the ordinances of the City and any condition imposed upon its liquor license. The area of the retail sales area shall not be more than twenty-five percent (25%) of the total floor area of the premises.

Staff Comments:

This proposed text amendment is tentatively scheduled to be discussed at a public hearing before the Planning and Zoning Commission on December 12, 2018. A recommendation will be forwarded to the City Council for consideration at the January 8, 2019 regularly scheduled meeting.

Finally, as previously mentioned the proposed amendments to the City's Liquor Control Ordinance will be presented at an upcoming Public Safety Committee meeting and then forwarded to City Council for approval.

Staff will be available to answer any question the Economic Development Committee may have at Tuesday night's meeting.

Ordinance No. 2019-_____

AN ORDINANCE OF THE UNITED CITY OF YORKVILLE, KENDALL COUNTY, ILLINOIS, AMENDING THE YORKVILLE ZONING ORDINANCE BY REVISING THE DEFINITION OF MICROBREWERY AND ADDING BREWERIES AS PERMITTED USES IN MANUFACTURING DISTRICTS AND SPECIAL USES IN THE BUSINESS DISTRICTS.

WHEREAS, the United City of Yorkville (the “City”) is a duly organized and validly existing non home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, pursuant to Section 10-4-10 of the Yorkville Zoning Ordinance the City may initiate amendments to the Yorkville Zoning Ordinance; and,

WHEREAS, the City filed seeking an amendment to the Yorkville Zoning Ordinance to amend the definition of microbrewery and to include as a permitted use breweries in the City’s manufacturing districts and as special uses in the business districts; and,

WHEREAS, the Planning and Zoning Commission convened and held a public hearing on December 12, 2018, to consider the request and made Findings of Fact and Recommendations to the City Council to approve the requested text amendments.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the United City of Yorkville, Kendall County, Illinois, as follows:

Section 1: The above recitals are incorporated and made a part of this Ordinance.

Section 2: That Section 10-2-3, Definitions, of the United City of Yorkville Zoning Ordinance of the Yorkville City Code is hereby amended by the addition of the following definition:

“**BREWERY:** An establishment that engages in the manufacture of beer as such terms are defined in the Liquor Control Act of 1934, as amended, and has obtained a liquor license from the City.”

Section 3: That Section 10-2-3, Definitions, of the United City of Yorkville Zoning Ordinance of the Yorkville City Code is further hereby amended to revise the following definition for “Microbrewery” to read:

“**MICROBREWERY OR BREWPUB:** A restaurant-brewery that brews beer primarily for sale in the restaurant and/or bar and is dispensed directly from the brewery's storage tanks. Total production capacity shall not exceed one hundred fifty-five thousand (155,000) gallons per calendar year. One U.S. barrel is equivalent to thirty one (31) gallons.

Section 4: That Section 10-6-1-G of the United City of Yorkville Zoning Ordinance of the Yorkville City Code be and is hereby amended to read as follows:

“10-6-1 Special Conditions

G. Microbreweries/brewpubs, where if off premises consumption is allowed, all sales must be in a hand capped, sealed container with a total maximum production of one hundred fifty-five thousand (155,000) gallons per calendar year inclusive of on premises and off premises sales.

Microbrewery/brewpub operations will be ancillary to a restaurant or eating establishment, and the brewing component of the facility shall be no more than twenty five percent (25%) of the total floor area.”

Section 5: That Table 10-06-03 of the United City of Yorkville Zoning Ordinance of the Yorkville City Code be and is hereby amended by adding “Brewery” as a permitted use in the following zoning districts:

M-1 Limited Manufacturing District, and
M-2 General Manufacturing District.

Section 6: That Table 10-06-03 of the United City of Yorkville Zoning Ordinance of the Yorkville City Code be and is hereby amended by adding “Brewery” as a special use in the following zoning districts:

B-1 Local Business District,
B-2 Retail Commerce Business District,
B-3 General Business District, and
B-4 Service Business District

Section 7: This Ordinance shall be in full force and effect after its passage, publication, and approval as provided by law.

Passed by the City Council of the United City of Yorkville, Kendall County, Illinois, this _____ day of _____, 2019.

City Clerk

CARLO COLOSIMO _____
JACKIE MILSCHEWSKI _____
CHRIS FUNKHOUSER _____
SEAVER TARULIS _____

KEN KOCH _____
ARDEN JOE PLOCHER _____
JOEL FRIEDERS _____
JASON PETERSON _____

Approved by me, as Mayor of the United City of Yorkville, Kendall County, Illinois, this
____ day of _____, 2019.

Mayor

PUBLIC NOTICE
NOTICE OF PUBLIC HEARING
BEFORE
THE UNITED CITY OF YORKVILLE
PLAN COMMISSION
PZC 2018-19

NOTICE IS HEREWITH GIVEN THAT the United City of Yorkville, Kendall County, Illinois, petitioner, is proposing a text amendment to Chapter 6: Permitted and Special Uses in the Zoning Ordinance to identify “brewery” as a permitted use in the M-1 Limited Manufacturing and M-2 General Manufacturing districts and as a special use in the B-1 Local Business, B-2 Retail Commerce Business, B-3 General Business, B-4 Service Business districts. This text amendment will provide regulations for the establishment and operation of such uses in these zoning districts. Additionally, the definition for “microbreweries/brewpubs” will also be amended to allow the maximum production per calendar year of 155,000 gallons.

NOTICE IS HEREWITH GIVEN THAT the Planning and Zoning Commission for the United City of Yorkville will conduct a public hearing on said application on Wednesday, December 12, 2018 at 7 p.m. at the Yorkville City Hall Council Chambers, located at 800 Game Farm Road, Yorkville, Illinois 60560.

The public hearing may be continued from time to time to dates certain without further notice being published.

All interested parties are invited to attend the public hearing and will be given an opportunity to be heard. Any written comments should be addressed to the United City of Yorkville Community Development Department, City Hall, 800 Game Farm Road, Yorkville, Illinois, and will be accepted up to the date of the public hearing.

By order of the Corporate Authorities of the United City of Yorkville, Kendall County, Illinois.

BETH WARREN
City Clerk

BY: Lisa Pickering
Deputy Clerk



Reviewed By:	
Legal	<input checked="" type="checkbox"/>
Finance	<input checked="" type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #8

Tracking Number

EDC 2018-80

Agenda Item Summary Memo

Title: Economic Development Consultant Contract

Meeting and Date: Economic Development Committee – November 6, 2018

Synopsis: See attached memo.

Council Action Previously Taken:

Date of Action: N/A Action Taken: _____

Item Number: _____

Type of Vote Required: Majority

Council Action Requested: Approval

Submitted by: Bart Olson Administration
Name Department

Agenda Item Notes:

Have a question or comment about this agenda item?

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Memorandum

To: City Council
From: Bart Olson, City Administrator
CC:
Date: November 1, 2018
Subject: Economic Development Consultant Contract

Summary

Consideration of a renewal of the City's Economic Development Consultant's contract.

Background

This item was last discussed by the City Council in October 2015. At that time, the City approved an economic development consultant contract with DLK, LLC (Lynn Dubajic) for a three year term, which expires December 31, 2018. In anticipation of that contract expiration, Lynn has submitted an extension contract for another 3-year term. She has proposed the value and termination terms as the last contract; \$145/hour for a minimum of 15 hours per week and a 30-day termination clause for either party.

Recommendation

Given Lynn's success in attracting new businesses, serving as the City's representative while interfacing with existing businesses, and her vast knowledge of the Yorkville, staff recommends approval of the contract.

ECONOMIC CONSULTANT'S AGREEMENT

This Economic Consultant's Agreement ("Agreement") is dated this ____ day of ~~October~~ November, 20182015, between United City of Yorkville (City) and DLK, LLC of Yorkville, Illinois ("Consultant"). City agrees to retain the services of Consultant to fill the position and perform the duties described below. Consultant agrees to furnish the City the services for the Term and under the conditions set forth in this Agreement. It is expressly understood that Consultant is an Economic Consultant and not an employee.

A. Position:

The following agreement describes the contractual services to be provided by Consultant for the City performing the services of Economic Development Consultant.

Consultant is not an agent of, or authorized to transact business, enter into agreements, or otherwise create any obligation, expressed or implied, on behalf of the City, unless expressly authorized by the Mayor. Consultant agrees to obtain, at her own expense all materials necessary to perform her duties and provide the services required under this Agreement. Any documents made available to Consultant in order to perform services under this Agreement shall be kept confidential and returned to the City upon the termination of the Agreement.

B. Scope of Work:

Consultant shall perform the following services:

1. Perform the duties of Economic Development Consultant for the City including attracting new businesses to the City, attending meetings and conferences on economic development, perform, preparing and presenting economic and community development plans, programs and services.
2. This position is responsible for working closely with the Community Development Consultant and other City staff in promoting the business and economic development interests within the City. This position will include working with all departments in providing guidance to individuals and companies to establish, relocate or expand their businesses within the City. The position will include assistance in the planning and coordination of City development projects, assisting business and residential applications with local and State permitting processes and providing research for City sponsored programs.
3. The Consultant shall not work for another municipality during the term of this Agreement.
4. This position reports directly to the City Administrator.

C. Services to be provided

1. Directs economic development initiatives to achieve the goals and objectives for economic development,

2. Provides assistance in the development of short and long term economic development plans, as well as the gathering of information and preparation of studies, reports and recommendations to achieve such goals,
3. Provides professional economic development advice, assist in the application and permitting process and serve as an advocate for economic development in line with the Comprehensive Plan, zoning ordinances and goals as established by the City,
4. Works closely with the City staff to identify areas of concern in the promotion of business location and expansion within the City,
5. Maintains a liaison with various local, State and Federal agencies to coordinate projects with those agencies,
6. Provides information on economic development issues, programs, services and plans,
7. Becomes familiar with the existing inventory of available buildings and business and residential development sites within the City,
8. Provide the City with a monthly report of all activities, contacts, services, meetings and conferences attended.

Consultant is to perform the above services as the City's Economic Development Consultant for not less than fifteen (15) hours per week.

D. Materials:

Consultant will furnish all materials, equipment and supplies used to provide the services required by this Agreement.

E. Term:

The term of this Agreement shall begin on January 1, 2019~~December 1, 2015~~ and shall terminate on December 31, 2021~~18~~.

F. Fees:

For the services provided by Consultant under this Agreement for the term of this Agreement, the City agrees to pay Consultant \$145.00 per hour. Consultant will be responsible for all expenses incurred while performing services under this Agreement including travel expenses except for out of State travel which shall be reimbursed by the City. For in-state and out-of-state conferences and seminars where the City directs Consultant to attend on the City's behalf, the City shall pay the conference or seminar registration fees.

The Consultant will invoice the City on a monthly basis for all work performed during the preceding month. Each invoice shall provide an itemization of the time of all work performed. Invoices shall be paid by the City within thirty (30) days of receipt. Within ten (10) days of the close of each calendar quarter during the term of this Agreement the time worked by the Consultant during the prior three (3) months will be reviewed and in the event the Consultant worked more than fifteen (15) hours per week, the City agrees to compensate the Consultant for the work performed in excess of fifteen (15) hours per week at the rate of \$145.00 per hour. If

the Consultant works less than fifteen (15) hours per week, the time must be made up within the following calendar quarter.

The City will not pay or withhold federal, state, or local income or payroll tax on behalf of Consultant. As an Economic Consultant, Consultant is responsible for paying all taxes and waives all rights to any employee benefits offered by the City or any other entity affiliated with the City to its employees. In the event taxes are assessed against the City arising out of any money paid to Consultant, Consultant agrees to assume all responsibility for the payment of such taxes and to indemnify and hold harmless the City for any such tax liabilities, including penalties.

G. Insurance:

The City will not obtain worker's compensation insurance or other insurance coverage of any kind for or on behalf of Consultant.

H. Liability:

Each party agrees to be responsible for its own actions and activities, including the negligence of its employees or agents. It is understood and agreed that neither party shall be legally liable for any negligent or wrongful acts either of commission or omission, chargeable to the other, unless such liability is imposed by law, and this Agreement shall not be construed as seeking to either enlarge or diminish any obligation or duty owed by one party against the other or against third parties.

I. Termination:

Either party may terminate this Agreement immediately for breach. If the City terminates this Agreement for a breach, no compensation or expenses shall be paid by the City to Consultant, under the terms of this Agreement, beyond the date of termination. Additionally, either party may terminate this Agreement upon presentation of written notice of intent to terminate with at least one (1) month's written notice to the other. In such event Consultant shall be obligated to continue to provide services until the one (1) month's notice period has expired and the City shall be obligated to pay compensation until the one (1) month's notice period has expired.

J. Choice of Law:

This Agreement shall at all times be governed by and construed in accordance with the laws of the State of Illinois.

K. Saving Clause:

If any provision of this Agreement is declared invalid or unenforceable under applicable law, such provision shall be deemed severed from the Agreement and all other provisions of this Agreement shall remain in full force and effect.

L. Entire Agreement:

This Agreement contains the entire agreement of the parties and supersedes all prior agreements and understandings between the parties. This Agreement may be amended, modified or supplemented only by a written instrument executed by both parties.

Signed:

Consultant

Date

Mayor

Date

Attest: _____
City Clerk



Reviewed By:	
Legal	<input type="checkbox"/>
Finance	<input type="checkbox"/>
Engineer	<input type="checkbox"/>
City Administrator	<input checked="" type="checkbox"/>
Human Resources	<input type="checkbox"/>
Community Development	<input type="checkbox"/>
Police	<input type="checkbox"/>
Public Works	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>

Agenda Item Number

New Business #9

Tracking Number

EDC 2018-81

Agenda Item Summary Memo

Title: Meeting Schedule for 2019

Meeting and Date: Economic Development Committee – November 6, 2018

Synopsis: Please see attached.

Council Action Previously Taken:

Date of Action: _____ Action Taken: _____

Item Number: _____

Type of Vote Required: Majority

Council Action Requested: Approval

Submitted by: Lisa Pickering Administration
Name Department

Agenda Item Notes:

Have a question or comment about this agenda item?

Call us Monday-Friday, 8:00am to 4:30pm at 630-553-4350, email us at agendas@yorkville.il.us, post at www.facebook.com/CityofYorkville, tweet us at @CityofYorkville, and/or contact any of your elected officials at <http://www.yorkville.il.us/320/City-Council>



Memorandum

To: Economic Development Committee
From: Lisa Pickering, Deputy Clerk
CC: Bart Olson, City Administrator
Date: October 22, 2018
Subject: Economic Development Committee Meeting Schedule for 2019

Summary

Proposed 2019 meeting schedule for the Economic Development Committee.

Meeting Schedule for 2019

For 2019, if the Economic Development Committee would like to continue meeting the first Tuesday of the month at 6:00 p.m., the tentative meeting dates would be as follows:

- January 2, 2019 [*proposed Wednesday meeting date as Tuesday is January 1st]
- February 5, 2019
- March 5, 2019
- April 2, 2019
- May 7, 2019
- June 4, 2019
- July 2, 2019
- August 6, 2019
- September 3, 2019
- October 1, 2019
- November 5, 2019
- December 3, 2019

Recommendation

Staff recommends review of the proposed meeting dates and time so that a meeting schedule can be finalized for 2019.

2019

January						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				