



City Council Work Session

Crest Hill, IL

June 23, 2025

7:00 PM

Council Chambers

20600 City Center Boulevard, Crest Hill, IL 60403

Agenda

- [1.](#) Updated MOU for Car Care Towing
- [2.](#) A Resolution for Amendment No 1 to the June 16, 2025 Agreement for Phase 1-CIPP Water Main Rehabilitation by and Between the City of Crest Hill, Will County, Illinois and Strand Associates for no change in cost.
- [3.](#) A Resolution for Amendment No 3 to the August 31, 2023 agreement for design and bidding -related services for CIPP Water Main Rehabilitation by and between the City of Crest Hill, Will County, Illinois and Strand Associates, Inc. for no change in cost
- [4.](#) Duck/Geese Crossing Warning Signs Knapp- **Provide direction to staff for the installation of these signs by Public Works**
- [5.](#) 1813 Broadway – Variation for the Multi-Family
- [6.](#) 1800 Dearborn Street – SU Permit and Variations for the Reactivation of the Church – Applicant is Redemption Hour Ministry
- [7.](#) Text Amendments to the Crest Hill Zoning Ordinance
- [8.](#) East STP Pump Replacement
9. Discussion and Update on My Waffle
10. Public Comments
11. Mayor's Updates
12. Committee/Liaison Updates
- [13.](#) City Administrator Updates

The Agenda for each regular meeting and special meeting (except a meeting held in the event of a bona fide emergency, rescheduled regular meeting, or any reconvened meeting) shall be posted at the City Hall and at the location where the meeting is to be held at least forty-eight (48) hours in advance of the holding of the meeting. The City Council shall also post on its website the agenda for any regular or special meetings. The City Council may modify its agenda for any regular or special meetings. The City Council may modify its agenda before or at the meeting for which public notice is given, provided that, in no event may the City Council act upon any matters which are not posted on the agenda at least forty-eight (48) hours in advance of the time for the holding of the meeting.



Agenda Memo

Crest Hill, IL

Meeting Date: 6-23-25
Submitter: Deputy Chief Ryan Dobczyk
Department: Police Department
Agenda Item: Updated MOU for Car Care Towing

Summary: The City of Crest Hill has been utilizing three tow companies to handle tow requests for the Police Department in accordance with the Towing Companies Ordinance (5.68). Car Care, which tows for Crash Champions (1808 N Larkin Ave, former Car Care location), was recently purchased by Dion L Melendez on 6-16-25. Dion Melendez has signed an updated MOU with the city, and will continue to handle the tows for Crash Champions as they have been handled in the past. Brad Oswald from Todd's Towing has a minority investment in Mr. Melendez's purchase of Car Care.

Recommended Council Action: No action necessary. For informational purposes.

Financial Impact: None

Attachments: (PDF) Signed MOU Car Care Towing 6-20-25

(PDF) Bylaws of Riverbrook Holdings Inc. and Articles of Incorporation

**CITY OF CREST HILL
POLICE DEPARTMENT**

MEMORANDUM OF UNDERSTANDING

I. PURPOSE

This memorandum of understanding:

- A. Explains procedures for compiling, using and maintaining a list of towing firms eligible to be contacted by the City of Crest Hill when a citizen is in need of towing or roadside service.
- B. Provides information to towing firms on what is required of them if they are selected and wish to continue participation in the City of Crest Hill towing program.
- C. Provides for removing unsatisfactory firms from the approved towing firm list.

II. POLICY

As a service to the public the Crest Hill Police Department has adopted a policy that allows its officers to arrange the immediate removal of a private vehicle from the roadway with the owner's consent by notifying an approved towing firm. The Department compiles and maintains in an impartial manner a list of approved towing firms for this purpose. The number of such firms approved for participation in this program will be determined by the City of Crest Hill consisting with the need to provide efficient and timely service to the public.

III. TOWING FIRM APPLICATION PROCEDURES

- A. A towing firm wishing to participate in the City of Crest Hill Towing Program will obtain an application form from the City of Crest Hill Police Department, 20590 City Center Blvd. Crest Hill, Illinois, 60403.
- B. A properly completed application form must be submitted by a firm seeking towing on the City tow list. Incomplete forms will not be processed.
- C. The applicant towing firm will provide the name, address, date of birth and driver's license number of each principal and each employee of the firm who will be involved in the towing operation as operators of either trucks or storage facilities.
- D. Principals and employees of the firm may be subjected to a background investigation by the Crest Hill Police Department prior to the firm being approved for participation in the program.
- E. After application, a physical inspection of the business will be conducted by the City of Crest Hill, to determine that:
 - 1. Sufficient storage space and security exists,
 - 2. The equipment used to tow vehicles is sufficient in number, type and condition,

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3. The proposed use of the towing firm's storage site complies with the City of Crest Hill zoning ordinances and all other applicable laws and ordinances, and
 4. The towing firm has all licenses and permits required by law or ordinance to operate a towing and storage facility and all vehicles used in the service.
- F. Each towing firm must provide the Crest Hill Police Department with a Certificate of Insurance showing:
1. Liability coverage in at least the minimum amount required by the Illinois Compiled Statutes, 625 ILCS 5/12-606, as amended, and
 2. The City of Crest Hill and its officials, agents and employees as additional insured under the liability policy.
- G. If the towing firm meets all requirements and there is a need to add a towing firm to the program the approved towing firm will be presented with a written memorandum of understanding outlining all conditions to which the firm and its employees must adhere to participate in the City's towing program.
- H. After a written agreement is executed; the firm will be added to the tow rotation and will be used for calls by the Crest Hill Police Department.

IV. TOWING FIRM EQUIPMENT AND FACILITIES REQUIREMENTS

- A. Towing vehicles of the firm will be equipped as provided by the Illinois Compiled Statutes, 625 ILCS 5/12-606 as amended, to properly remove vehicles from the scene of an accident or abandonment in a professional manner and within a reasonable time span, considering time of day, day of week, and traffic and weather conditions. These requirements include:
1. The complete name and address of the company painted on both sides of the truck in letters not less than two (2) inches in height and the width of the brush stroke one half inch (magnetic signs are prohibited),
 2. Proper equipment on the truck, including a broom, shovel, sand, trash can, and fire extinguisher,
 3. Proof of insurance, and
 4. Any other equipment required by law.
- B. All towing equipment operated by the towing firm must display current valid Illinois registration as required by the Illinois Compiled Statutes, 625 ILCS 5/3-414, 5/3- 707 and 5/5-202, and a valid City of Crest Hill vehicle license sticker.
- C. The towing firm's equipment must be capable of towing vehicles in a safe manner. No vehicles will be towed with a rope, cable or chain. This does not prohibit winching a vehicle from a ditch or other unusual circumstances.
- D. The towing firm must have the necessary equipment to "float" automobiles.

- E. Whenever practicable the firm must store all towed vehicles at its principal place of business within the corporate limits of the City, or within 3.5 miles of the city. The towing firm must provide adequate storage and security against pilferage, damage, and contamination of any physical evidence contained in the vehicle.
- F. Storage must be convenient to those seeking to retrieve their vehicle. No additional charge will be assessed to vehicle owners for vehicle release or for moving vehicles to a convenient location for release.

V. TOWING FIRM PERFORMANCE REQUIREMENTS

- A. The towing firm agrees to maintain communication with the Crest Hill Department on a twenty-four (24) hour availability basis. Telephone numbers will be provided to the Crest Hill Department for continuous contact.
- B. Service is expected on a twenty-four (24) hour, seven (7) day a week basis. Failure to verify a call within three (3) minutes or a missed call will result in a "skip" on the rotation list.
- C. Upon receiving a call for service, an appropriate vehicle must be dispatched. Handling of other business is prohibited while en route to a City service call.
- D. When contacted for a call for service, the firm must provide the Police Department with a reasonable estimated time of arrival, considering the time of day, day of week, traffic, weather and driving conditions.
- E. Every operator and driver of a tow truck operated by the firm will strictly comply with the provisions set forth in Illinois Compiled Statutes, 625 ILCS 5/12-606(c) as amended, by removing or causing to be removed in a timely manner all glass and debris deposited upon any street or highway by the disabled vehicle being serviced and/or removed, and will in addition, spread dirt, sand or other material specifically formulated to neutralize oil or grease, upon that portion of any street or highway where such substances have been deposited by the disabled vehicle being serviced or removed.
- F. The firm must maintain a separate log of all personal property that they temporarily remove from towed vehicles for safekeeping. This information may be subject to periodic review by the City.
- G. Firms will release personal property to the legal owner prior to payment of any accrued charges, provided the property is contained within the vehicle and is not part of the vehicle itself. The release of personal property to the legal owner will only be allowed with prior approval of the City.
- H. No vehicle will be released to anyone unless he or she can prove legal ownership and the vehicle is eligible for release according to the Vehicle Tow and Inventory Control Report, or otherwise released by the Crest Hill Police Department.
- I. If a vehicle has been towed and the Vehicle Tow and Inventory Report indicates a "Police Hold" is in effect on the vehicle, the towing firm will only release that vehicle when the legal owner presents a release form from the Crest Hill Police Department for the vehicle.
- J. The towing firm will tow City vehicles to the Police Department parking lot or the garage located at 20590 City Center Blvd., at the request of the City. No charge will be assessed to the City.
- K. Victim vehicles will be towed at the direction of the City for the purpose of evidence processing

with no cost to the vehicle owner or City.

- L. In the event of a Court Ordered release of a vehicle involved in a crime without charges to the owner of the vehicle, the towing firm will waive these costs of towing and storage.
- M. Vehicles involved in crimes will be towed at the direction of the City. As a general practice the towing company for the tow service may charge the victim of a crime whose vehicle is towed for evidentiary purposes an appropriate fee. The City does reserve the right, however, to waive all fees associated with such tows when unusual circumstances are present.

VI. TOWING FIRM ADMINISTRATIVE REQUIREMENTS

- A. The firm must be available to release vehicles to legal owners from 0700-2400 hours Mondays through Fridays, and from 0700-1200 on Saturdays. Sunday and holiday hours are optional at the firm's discretion. The firm's regular business hours will be posted conspicuously in its business office.
- B. The firm will only charge those rates listed in the fee schedule in Addendum One of this memorandum, and will not charge vehicle owners for any other related towing services unless prior authorization to provide the service is obtained from the vehicle owner. Current service charges will be conspicuously posted in the business office of the firm.
- C. All calls for service will be considered a regular tow under this policy. No separate provisions are made for towing vehicles of low value.
- D. The towing firm may not transfer a City service call to another towing firm without prior approval of the City or its designee.
- E. Each tow truck operator employed by the firm will have a current valid driver's license for the type of vehicle he is operating.
- F. Operators of tow vehicles will observe all state and local traffic laws.
- G. Any required Illinois Commerce Commission permits will be obtained by the firm.
- H. Records will be maintained by the firms at their principal place of business regarding towed or transported vehicle in accordance with the Illinois Compiled Statutes, 625 ILCS 5/5-401.2. These records must be available for review by the City.

VII. DENIAL OF PLACEMENT ON THE TOWING LIST

Denial of placement on the tow list may occur if:

- A. The towing service has not met the administrative, operational or legal criteria specified in this memorandum of understanding.
- B. The towing service is a subsidiary of another tow firm that has been removed from the City tow list.
- C. The towing service is a subsidiary of a parent tow firm whose owner(s) or employees have been involved in criminal activity, price gouging, or associations, which would be a source of discredit

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or embarrassment to the City.

- D. The towing service has been disqualified or rendered ineligible for any reason provided by law.

VIII. REMOVAL FROM THE TOWING LIST

- A. A towing firm may be removed from the City tow list for:

1. Failure to comply with either the requirements set forth herein or any applicable law.
2. Substantiated complaints of excessive charges or charges for other services not authorized by the vehicle owner.
3. Failure to respond promptly, without justification, when called to provide a service.
4. Criminal involvement in stolen vehicles, parts, etc., by employees and/or owners.
5. Substantiated complaints of poor service from the City or the public.
6. Actions obstructing City of Crest Hill legal obligations.
7. Indemnity bond or insurance policy that is expired or does not comply with applicable law.
8. Repeated damage as a result of poor performance or judgement in towing, storing, or impounding vehicles.
9. Offering or giving any type of gratuity to any City employee.
10. Going out of business, leasing or selling the firm. The City based on the merits of each individual case will decide the status of the firm undergoing any reorganization.

- B. Towing firms will be advised of and may be asked to explain, orally or in writing, the circumstances surrounding complaints regarding their services.

IX. APPLICATION FOR REINSTATEMENT

- A. Towing firms desiring reinstatement will provide the following:

1. A newly completed application form for each requested towing agreement.
2. A written statement providing justification for reinstatement.

- B. The City may restore the towing firm to the tow list when it is satisfied that the firm is in compliance with provisions of this order and that compliance will be maintained.

- C. If rejected, the firm will be notified in writing, of the reason(s) for rejection.

X. ROTATION SYSTEM

- A. The City will maintain records to indicate the number of calls given each tow firm and the number of times it responds. Turns missed on rotation will not be made up in instances where the operators

failed to answer their telephone or were otherwise unable to respond to the call in a timely manner.

- B. The Crest Hill Police Department will make three (3) attempts to contact a towing firm within a three-minute period. If there is no answer or a busy signal, it will be considered a "No Answer/Tum Down", and will constitute a tum in rotation.
- C. If the Police Department is placed on "hold" for an extended period of time, Department members may call another towing firm on the approved list.
- D. Towing firms using an answering service or answering machine must call back immediately to confirm acceptance of a call.
- E. If a firm cannot be of assistance to the Department for any reason, it must notify the Department of its "out of service" status. When back in service, the firm must notify the Department to resume its participation in the program. The firm will not receive "make-up" calls lost while it was out of service.
- F. During the snow season as a matter of public safety the Department monitors the towing of illegally parked vehicles from city streets, which hamper snow removal. The City currently utilizes all of the towing firms that tow vehicles on a rotating basis throughout the year for the removal of these vehicles. If a towing firm is unavailable to assist in the towing of these vehicles (snow removal tows) the firm will lose a tum in the regular tow rotation for each vehicle it is unavailable to tow until the snow towing detail is completed. A towing firm will not be penalized for the vehicles it was unavailable to tow during snow removal until the Chief, or his designee, reviews the snow towing detail report on the next business day. Upon review the Chief, or his designee, will direct WESCOM to cross off the towing firm from the tow rotation sheet for the number of snow tows missed.
- G. There will be a separate tow rotation list kept for any tows that would require the towing company to perform a service at no charge. Should a towing company be either unavailable or refuse a tow of this type they will be left at the top of this rotation list and in addition, will be passed over for their next tum on the regular tow rotation list.

XI. EXCEPTIONS OF TOWING ROTATION

- A. Assigned rotation will be followed unless a particular firm has special needed equipment that the assigned firm does not have. The firm with the special equipment will be given the assignment when it is necessary to use their equipment.
- B. The City of Crest Hill reserves the right to deviate from the rotation system under emergency conditions.

XII. FEE SCHEDULE

The fee schedule in Addendum One of this memorandum of understanding outlines the fees participating firms may charge for various services provided for citizens at the request of the City.

XIII. NO CONTRACT RIGHTS; INDEPENDENT ENTITY

Nothing in this memorandum of understanding shall be construed as creating an entitlement or contractual right to provide towing service under the memorandum of understanding nor shall any participant in the

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towing program nor other person or entity be entitled to any hearing regarding removal from the towing list, denial of being added to the list, or any grievance that may arise under the policy. All participants in the towing program shall not be deemed to be employees, agents or officials of the City of Crest Hill, and they shall act as independent contractors engaged in the provision of services to the persons needing towing assistance. Participation in the towing program shall not be deemed to create any contractual relationship between the City of Crest Hill, any of its Departments or any of its employees and the towing firm participant.

XIV. PROGRAM INTEGRITY


No principal, employee, agent or representative of a towing firm will offer or give any commissions or gratuities to any City employees.

I understand and agree to the terms of this memorandum of understanding.

Authorized Agent of Towing Firm


 Dion Melendez
 Date 6-20-25

Authorized Agent for the City


 DC R. Dobczyk

Towing Firm Name, Business Address and Telephone Number:

Car Care Towing
 10 Joyce Rd.
 Joliet, IL 60436

§ 5.68.110 FEE SCHEDULE.

The fee schedule outlines the fees participating firms shall charge for various services provided for motorists at the request of the city. Fees shall not be increased, and no other charges shall be allowed without prior consent of the city. The city may change the scheduled fees from time to time as may be approved by the City Council.

(A) *Fee schedule.* Effective June 1, 2025, until amended by the City of Crest Hill, the following fee schedule shall be used by all towing firms providing services to people referred to by the city. The following are maximum fees but are not required to be charged for every service provided.

<i>Services</i>	<i>Fee</i>
Basic tow charge	\$185
Winching charge	\$75
Storage charge (auto) (per day charge)	\$55
Jump start charge	\$85
Tire change charge	\$85
Lockout charge	\$85
Relocation fee	\$50
Administrative fee	\$50
Crash Wrap	\$50
Oil Dry/Clean	\$50
Safety Battery Disconnect	\$40

(B) For unusual circumstances, a vehicle owner or insurance company may be charged at the rate of \$50 per hour to cover expenses relating to tow truck and driver fees. However, this must be explained in detail on the service invoice and will be reviewed and monitored by the city for reasonableness.

(C) Any fees that are charged for services provided, whether identified above or other charges, should be itemized on the towing invoice.

(D) Fees will be charged for the type of vehicle towed, rather than the type of equipment used to tow the vehicle. There will be no additional tow fee for the use of a flatbed tow.

(E) Daily storage charges will be assessed for each 24-hour period commencing at the time the vehicle arrives at the storage facility.

(F) No additional labor charge will be assessed for a single tow service. A tow service includes all labor that results from hooking up, hoisting, and towing away any damaged or parked vehicle, and includes gaining entry to the vehicle, straightening the front wheel, tying the wheel, releasing the brake, and disconnecting the transmission on a rear-wheel-drive vehicle. No additional fees of any kind will be permitted.

(Ord. 1487, passed 5-18-09)



BYLAWS OF RIVERBROOK HOLDINGS INC. DBA CarCare Towing

(An Illinois S Corporation)

ARTICLE I: OFFICES

Section 1. Principal Office

The principal office of the Corporation shall be located at 10 Joyce Rd Joliet IL 60436

Section 2. Other Offices

The Corporation may also have offices at such other places as the Board of Directors may determine or the business of the Corporation may require.

ARTICLE II: SHAREHOLDERS

Section 1. Annual Meeting

An annual meeting of the shareholders shall be held at a date, time, and place designated by the Board of Directors for the purpose of electing directors and transacting other business.

Section 2. Special Meetings

Special meetings of the shareholders may be called by the President, the Board of Directors, or shareholders holding not less than one-tenth of the shares entitled to vote.

Section 3. Notice of Meetings

Written or printed notice stating the place, day, and hour of the meeting shall be delivered not less than 10 nor more than 60 days before the date of the meeting, either personally, by mail, or electronically.

Section 4. Quorum

A majority of the outstanding shares entitled to vote, represented in person or by proxy, shall constitute a quorum.

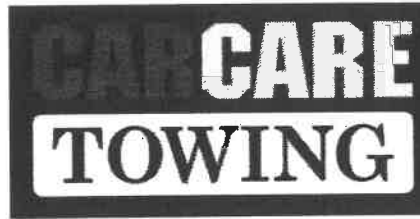
Section 5. Voting

Each shareholder shall be entitled to one vote per share owned. All elections shall be decided by majority vote unless otherwise provided by law.

ARTICLE III: BOARD OF DIRECTORS

Section 1. General Powers

The business and affairs of the Corporation shall be managed by its Board of Directors.



Section 2. Number, Tenure, and Qualifications

The number of directors shall be two (2). Each director shall serve until their successor is elected and qualified. The initial directors are:

- **Dion Melendez**, 5208 Meadowbrook St, Plainfield, IL 60586
- **Brad Oswald**, 517 N Arboretum Cir, Wheaton, IL 60189

Section 3. Regular Meetings

The Board shall hold regular meetings at such time and place as determined by resolution.

Section 4. Special Meetings

Special meetings may be called by the President or any director with at least two days' notice.

Section 5. Quorum and Voting

A majority of the number of directors fixed shall constitute a quorum. Actions shall be decided by a majority of the quorum.

Section 6. Vacancies

Any vacancy occurring in the Board may be filled by the remaining directors.

ARTICLE IV: OFFICERS

Section 1. Officers

The officers of the Corporation shall be a President, Secretary, and Treasurer, and any other officers as determined by the Board.

President: Brad Oswald

Secretary: Dion Melendez

Treasurer: Dion Melendez

Section 2. Election and Term of Office

Officers shall be elected by the Board and serve until their successors are elected.

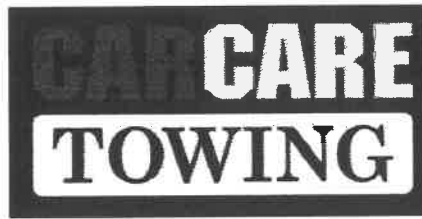
Section 3. Removal

Any officer may be removed by the Board of Directors.

Section 4. Duties

- **President:** Chief executive officer and general supervisor of the Corporation.
- **Secretary:** Keeps minutes of the meetings, maintains records, and gives notices.
- **Treasurer:** Manages corporate funds and financial records.

ARTICLE V: SHARES AND TRANSFER

**Section 1. Issuance of Shares**

The Corporation is authorized to issue 100 shares. The initial share distribution shall be:

- **Dion Melendez:** 70 shares
- **Brad Oswald:** 30 shares

Section 2. Certificates

Each shareholder shall be entitled to a certificate representing their shares.

Section 3. Transfers

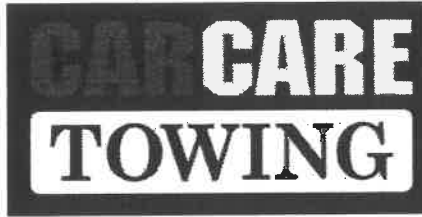
Shares may be transferred only upon the books of the Corporation. All transfers must comply with S Corporation shareholder eligibility rules (e.g., only U.S. individuals as shareholders).

ARTICLE VI: CORPORATE SEAL

The Corporation may, but is not required to, adopt a corporate seal.

ARTICLE VII: FISCAL YEAR

The fiscal year of the Corporation shall end on December 31 of each year unless otherwise determined by the Board.



ARTICLE VIII: AMENDMENTS

These Bylaws may be altered, amended, or repealed and new bylaws adopted by a majority of the Board of Directors or shareholders.

Adopted this 21st day of MAY, 2025.

A handwritten signature in black ink, appearing to read "D. Melendez", written over a horizontal line.

Dion Melendez, President

A handwritten signature in black ink, appearing to read "Brad Oswald", written over a horizontal line.

Brad Oswald, Director

FORM BCA 2.10
ARTICLES OF INCORPORATION
 Business Corporation Act

Filing Fee: \$150

File #: 75174888

Approved By: PJW

FILED
MAY 20 2025
Alexi Giannoulis
Secretary of State

1. Corporate Name: RIVERBROOK HOLDINGS, INC.

2. Initial Registered Agent: H, T, J, B & W, INC.

	First Name	Middle Initial	Last Name
Initial Registered Office:	<u>2801 BLACK RD FL 2</u>		
	Number	Street	Suite No.
	<u>JOLIET</u>	<u>IL</u>	<u>60435-2702</u>
	City	ZIP Code	County
			<u>WILL</u>

3. Purposes for which the Corporation is Organized:

The transaction of any or all lawful businesses for which corporations may be incorporated under the Illinois Business Corporation Act.

4. Authorized Shares, Issued Shares and Consideration Received:

Class	Number of Shares Authorized	Number of Shares Proposed to be Issued	Consideration to be Received Therefor
COMMON	100000	1000	\$ 1000

NAME & ADDRESS OF INCORPORATOR

5. The undersigned incorporator hereby declares, under penalties of perjury, that the statements made in the foregoing Articles of Incorporation are true.

Dated MAY 20, 2025
 Month & Day Year

KENNETH CARLSON

Name

2801 BLACK ROAD SECOND FLOOR

Street

<u>JOLIET</u>	<u>IL</u>	<u>60435</u>
City/Town	State	ZIP Code

This document was generated electronically at www.ilsos.gov

Form **BCA-4.15/4.20**

Illinois
Application to Adopt an
Assumed Corporate Name
 Business Corporation Act

FILE # **75174888**

Secretary of State
 Department of Business Services
 Springfield, IL 62756
 217-782-9520
 www.ilsos.gov

Filing Fee: **150.00**Approved: **PJW**

FILED
May 21, 2025
Alexi Giannoulis
Secretary of State

1. Corporate Name: RIVERBROOK HOLDINGS, INC.2. State of Incorporation: ILLINOIS3. Date Incorporated/Qualified: 05/20/2025

4. Corporation intends to adopt and to use the assumed corporate name of:

CARCARE TOWING

5. The right to use the assumed corporate name shall be effective from the date this application is filed by the Secretary of State until 05/01/2030, the first day of the corporation's anniversary month in the next year evenly divisible by five.

6. The undersigned corporation has caused this statement to be signed by a duly authorized officer who affirms, under penalties of perjury, that the facts stated herein are true and correct.

Date: May 21, 2025

Exact Name of the Corporation:
RIVERBROOK HOLDINGS, INC.

BRAD OSWALD

Authorized Officer's Name

OFFICER

Title



Agenda Memo

Crest Hill, IL

Meeting Date:	June 23, 2025
Submitter:	Ronald J Wiedeman
Department:	Engineering
Agenda Item:	A Resolution for Amendment No 1 to the June 16, 2025 Agreement for Phase 1-CIPP Water Main Rehabilitation by and Between the City of Crest Hill, Will County, Illinois and Strand Associates for no change in cost.

Summary: On Tuesday June 17th, the City was notified by Strand and Associates regarding IEPA requirements that need to be added to the agreement between the City and Strand in order for the IEPA to accept the agreement and cover all costs for construction engineering on this project. The IEPA did not inform Strand until June 17th of these requirement that is why they were not included in the original agreement approved by council at the June 16th Council meeting.

These IEPA requirements can be met by Strand at no additional cost. If the city accepts these IEPA requirements and makes them binding to the contract approved at the June 16th council meeting, these costs can be part of the cost covered by the IEPA under the forgiveness being provided to the city.

Recommended Council Action:

A Resolution for Amendment No 1 to the June 16, 2025, Agreement for Phase 1-CIPP Water Main Rehabilitation by and Between the City of Crest Hill, Will County, Illinois and Strand Associates for no change in cost.

While not ideal, staff is requesting that City Council discuss on Monday, June 23, 2025 with the understanding that in order to have this included at no cost, the Amendment needs to be signed by June 30, 2025.

Financial Impact:

Funding Source: Water Fund

Budgeted Amount: \$9,129,250.00

Cost: \$178,500.00 (No Change to Fee)

Attachments:

Resolution 1-CE Services CIPP Phase 1

Supplement 1-3894.073.1.NFS to Agency

RESOLUTION NO. _____

**A RESOLUTION APPROVING AMENDMENT NO 1 TO THE JUNE 16TH 2025
CONSTRUCTION ENGINEERING AGREEMENT FOR PHASE 1 CIPP WATER MAIN
REBILITATION IMPROVEMENT BY AND BETWEEN THE CITY OF CREST HILL,
WILL COUNTY, ILLINOIS AND STRAND ASSOCIATES**

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City's government and affairs and protect the public health and, safety, and welfare of its citizens; and

WHEREAS, pursuant to Section 2-2-12 of the Illinois Municipal Code (65 ILCS 5/2-2-12), the City Council possesses the authority to enter into contracts that serve the legitimate corporate purposes of the City; and

WHEREASECS Strand Associates. (the "COMPANY"), is an entity that is in the business of providing Amended Professional Services, for the Phase 1 CIPP Water Main Rehabilitation Improvement (the "Services"); and

WHEREAS, the City Council desires to engage the Company to provide the Services and the Company is ready, willing to perform the Services for the City; and

WHEREAS, City Staff have negotiated an Amendment No 1 FOR Phase 1 CIPP Water Main Rehabilitation Improvement (the "Agreement") with the Company for the purposes of engaging the Company to perform the Services (a copy of the Agreement is attached hereto as Exhibit A and fully incorporated herein); and

WHEREAS, the Staff and City Council has reviewed the Agreement and determined that the conditions, terms, and provisions of the Agreement are fair, reasonable, and acceptable to the City; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its citizens to enter into the Agreement with the Company.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all of the recitals contained in the preamble to this Resolution are true, correct and complete and are hereby incorporated by reference hereto and made part hereof.

SECTION 2: AGREEMENT APPROVED. The City Council hereby finds and declares that the conditions, terms, and provisions of this Agreement (Exhibit A) in the amount of \$178,500.00 (No Fee Change) are fair, reasonable, and acceptable to the City and that the same is hereby approved in

form and substance. Therefore, the City Council hereby authorizes and directs the Mayor to execute and deliver, and the Clerk to attest, the Agreement, and further to take any and all other actions, including without limitation the execution and delivery of any and all documents, necessary and appropriate to effectuate the intent of this Resolution, which is to enter into the Agreement with the Company.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provisions of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and publication according to law.

[Intentionally Blank]

PASSED THIS 7TH DAY JULY, 2025.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

APPROVED THIS 7th DAY OF JULY 2025.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A



June 19, 2025

City of Crest Hill
20600 City Center Boulevard
Crest Hill, IL 60403

Attention: Honorable Raymond R. Soliman, Mayor

Re: Amendment No. 1 to the May 30, 2025, Agreement for Construction-Related Services
Water Main CIPP Lining Phase 1

This is Amendment No. 1 to the referenced Agreement.

ADD the following sections:

“Audit and Access to Records

Books, records, documents and other evidence directly pertinent to performance of PWSLP/Water Pollution Control Loan Program loan work under this Agreement shall be maintained in accordance with generally accepted accounting principles. The Agency or any of its authorized representatives shall have access to the books, records, documents and other evidence for the purpose of inspection, audit and copying. Facilities shall be provided for access and inspection.

Audits conducted pursuant to this provision shall be in accordance with auditing standards generally accepted in the United States of America.

All information and reports resulting from access to records pursuant to the above shall be disclosed to the Agency. The auditing agency shall afford ENGINEER an opportunity for an audit exit conference and an opportunity to comment on the pertinent portions of the draft audit report.

The final audit report shall include the written comments, if any, of the audited parties.

Records shall be maintained and made available during performance of project services under this Agreement and for three years after the final loan closing. In addition, those records that relate to any dispute pursuant to the Loan Rules Section 365.650 or Section 662.650 (Disputes) or litigation or the settlement of claims arising out of project performance or costs or items to which an audit exception has been taken, shall be maintained and made available for three years after the resolution of the appeal, litigation, claim or exception.

Covenant Against Contingent Fees

ENGINEER warrants that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bonafide employees. For breach or violation of this warranty, the loan recipient shall have

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City of Crest Hill, Illinois
Page 2
June 19, 2025

the right to annul this Agreement without liability or in its discretion to deduct from the contract price or consideration or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

Certification Regarding Debarment, Suspension and Other Responsibility Matters

The prospective participant certifies to the best of its knowledge and belief that it and its principals: (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency; (b) Have not within a three year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property. (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default. I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 USC Sec. 1001, a false statement may result in fine of up to \$10,000 or imprisonment for up to five years, or both.

United States Environmental Protection Agency (USEPA) Nondiscrimination Clause

ENGINEER shall not discriminate on the basis of race, color, national origin or sex in the performance of this Agreement. ENGINEER shall carry out applicable requirements of 40 CFR Part 33 in the award and administration of agreements awarded under USEPA financial assistance agreements. Failure by ENGINEER to carry out these requirements is a material breach of this Agreement which may result in the termination of this Agreement or other legally available remedies.

USEPA Fair Share Percentage Clause

ENGINEER agrees to take affirmative steps to assure that disadvantaged business enterprises are utilized when possible as sources of supplies, equipment, construction and services in accordance with the PWSLP rules. As required by the award conditions of USEPA's Assistance Agreement with IEPA, ENGINEER acknowledges that the fair share percentages are five percent for Minority Business Enterprises and 12 percent for Women's Business Enterprises.

Utilization of Women and Minority Businesses

ENGINEER shall not discriminate on the basis of race, color, national origin or sex in the performance of these services. ENGINEER will carry out applicable requirements of 40 CFR Part 33 in the award and administration of services awarded under EPA financial assistance agreements. Failure by ENGINEER to carry out these requirements is a material breach of this agreement which may result in the termination or legally available remedies.

ENGINEER agrees to take affirmative steps to assure that disadvantaged business enterprises are utilized when possible as sources of supplies, equipment, construction, and services in accordance with the Clean

City of Crest Hill, Illinois
Page 3
June 19, 2025

Water Loan Program rules. As required by the award conditions of the USEPA's Assistance Agreement with IEPA, ENGINEER acknowledges that the fair share percentages are five percent for Minority Business Enterprises and 12 percent for Women's Business Enterprises."

IN WITNESS WHEREOF the parties hereto have made and executed this Amendment.

ENGINEER:

STRAND ASSOCIATES, INC.®

OWNER:

CITY OF CREST HILL, ILLINOIS

Joseph M. Bunker
Corporate Secretary

Date

Honorable Raymond R. Soliman
Mayor

Date



Agenda Memo

Crest Hill, IL

Meeting Date:	June 23, 2025
Submitter:	Ronald J Wiedeman
Department:	Engineering
Agenda Item:	A Resolution for Amendment No 3 to the August 31, 2023 agreement for design and bidding -related services for CIPP Water Main Rehabilitation by and between the City of Crest Hill, Will County, Illinois and Strand Associates, Inc. for no change in cost

Summary: On Tuesday June 17th, the City was notified by Strand and Associates regarding IEPA requirements that need to be added to the agreement between the City and Strand in order for the IEPA to accept the agreement and cover all costs for design engineering on this project. The IEPA did not inform Strand until June 17th of these requirements and that is why they were not included in the Amendment No 2 agreement that was approved by the council at the June 16th Council meeting.

These IEPA requirements can be met by Strand at no additional cost. If the city accepts these IEPA requirements and makes them binding to the contract approved prior to June 30, 2025, these costs can be part of the cost covered by the IEPA under the forgiveness being provided to the city for this project.

Recommended Council Action: A Resolution for Amendment No 3 to the August 31, 2023 agreement for design and bidding -related services for CIPP Water Main Rehabilitation by and between the City of Crest Hill, Will County, Illinois and Strand Associates, Inc. for no change in cost.

While not ideal, staff is requesting that City Council discuss on Monday, June 23, 2025, with the understanding that in order to have this included at no cost, the Amendment needs to be signed by June 30, 2025.

Financial Impact:

Funding Source: Water Fund

Budgeted Amount: \$355,000.00

Cost: \$89,800 (No Change to Fee)

Attachments:

Supplement 3-3894.045.NFS to Owner

RESOLUTION NO. _____

**A RESOLUTION APPROVING AMENDMENT NO 3 TO THE AUGUST 31, 2023
AGREEMENT FOR DESIGN AND BIDDING-RELATED SERVICES FOR CIPP
WATER MAIN REHABILITATION BY AND BETWEEN THE CITY OF CREST HILL,
WILL COUNTY, ILLINOIS AND STRAND ASSOCIATES, INC.**

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City's government and affairs and protect the public health and, safety, and welfare of its citizens; and

WHEREAS, pursuant to Section 2-2-12 of the Illinois Municipal Code (65 ILCS 5/2-2-12), the City Council possesses the authority to enter into contracts that serve the legitimate corporate purposes of the City; and

WHEREAS, Strand Associates, Inc. (the "COMPANY"), is an entity that is in the business of providing Amended Design Services, to the August 31, 2023 agreement for design and bidding-related services for CIPP Water Main Rehabilitation (the "Services"); and

WHEREAS, the City Council desires to engage the Company to provide the Services and the Company is ready, willing to perform the Services for the City; and

WHEREAS, City Staff have negotiated an amendment No 3 to the August 31, 2023 agreement for design and bidding-related services for CIPP Water Main Rehabilitation (the "Agreement") with the Company for the purposes of engaging the Company to perform the Construction Services (a copy of the Agreement is attached hereto as Exhibit A and fully incorporated herein); and

WHEREAS, the Staff and City Council has reviewed the Agreement and determined that the conditions, terms, and provisions of the Agreement are fair, reasonable, and acceptable to the City; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its citizens to enter into the Agreement with the Company.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all of the recitals contained in the preamble to this Resolution are true, correct and complete and are hereby incorporated by reference hereto and made part hereof.

SECTION 2: AGREEMENT APPROVED. The City Council hereby finds and declares that the conditions, terms, and provisions of this Amended Agreement (Exhibit A) in the amount of

\$89,800.00 (No Fee Change Amendment) are fair, reasonable, and acceptable to the City and that the same is hereby approved in form and substance. Therefore, the City Council hereby authorizes and directs the Mayor to execute and deliver, and the Clerk to attest, the Agreement, and further to take any and all other actions, including without limitation the execution and delivery of any and all documents, necessary and appropriate to effectuate the intent of this Resolution, which is to enter into the Agreement with the Company.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provisions of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and publication according to law.

[Intentionally Blank]

PASSED THIS 7TH DAY JULY, 2025.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

APPROVED THIS 7th DAY OF JULY 2025.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A



June 19, 2025

City of Crest Hill
20600 City Center Boulevard
Crest Hill, IL 60403

Attention: Honorable Raymond R. Soliman, Mayor

Re: Amendment No. 3 to the August 31, 2023, Agreement for General Services
CIPP Water Main Rehabilitation

This is Amendment No. 3 to the referenced Agreement.

ADD the following sections:

“Audit and Access to Records

Books, records, documents and other evidence directly pertinent to performance of PWSLP/Water Pollution Control Loan Program loan work under this Agreement shall be maintained in accordance with generally accepted accounting principles. The Agency or any of its authorized representatives shall have access to the books, records, documents and other evidence for the purpose of inspection, audit and copying. Facilities shall be provided for access and inspection.

Audits conducted pursuant to this provision shall be in accordance with auditing standards generally accepted in the United States of America.

All information and reports resulting from access to records pursuant to the above shall be disclosed to the Agency. The auditing agency shall afford ENGINEER an opportunity for an audit exit conference and an opportunity to comment on the pertinent portions of the draft audit report.

The final audit report shall include the written comments, if any, of the audited parties.

Records shall be maintained and made available during performance of project services under this Agreement and for three years after the final loan closing. In addition, those records that relate to any dispute pursuant to the Loan Rules Section 365.650 or Section 662.650 (Disputes) or litigation or the settlement of claims arising out of project performance or costs or items to which an audit exception has been taken, shall be maintained and made available for three years after the resolution of the appeal, litigation, claim or exception.

Covenant Against Contingent Fees

ENGINEER warrants that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bonafide employees. For breach or violation of this warranty, the loan recipient shall have

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City of Crest Hill, Illinois
Page 2
June 19, 2025

the right to annul this Agreement without liability or in its discretion to deduct from the contract price or consideration or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

Certification Regarding Debarment, Suspension and Other Responsibility Matters

The prospective participant certifies to the best of its knowledge and belief that it and its principals: (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency; (b) Have not within a three year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property. (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default. I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 USC Sec. 1001, a false statement may result in fine of up to \$10,000 or imprisonment for up to five years, or both.

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USEPA Fair Share Percentage Clause

ENGINEER agrees to take affirmative steps to assure that disadvantaged business enterprises are utilized when possible as sources of supplies, equipment, construction and services in accordance with the PWSLP rules. As required by the award conditions of USEPA's Assistance Agreement with IEPA, ENGINEER acknowledges that the fair share percentages are five percent for Minority Business Enterprises and 12 percent for Women's Business Enterprises.

Utilization of Women and Minority Businesses

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ENGINEER agrees to take affirmative steps to assure that disadvantaged business enterprises are utilized when possible as sources of supplies, equipment, construction, and services in accordance with the Clean

City of Crest Hill, Illinois
Page 3
June 19, 2025

Water Loan Program rules. As required by the award conditions of the USEPA's Assistance Agreement with IEPA, ENGINEER acknowledges that the fair share percentages are five percent for Minority Business Enterprises and 12 percent for Women's Business Enterprises."

IN WITNESS WHEREOF the parties hereto have made and executed this Amendment.

ENGINEER:

OWNER:

STRAND ASSOCIATES, INC.®

CITY OF CREST HILL

Joseph M. Bunker
Corporate Secretary

Date

Raymond R. Soliman
Mayor

Date _____



Agenda Memo

Crest Hill, IL

Meeting Date:	June 23, 2025
Submitter:	Ronald J Wiedeman
Department:	Engineering
Agenda Item:	Duck/Geese Crossing Warning Signs Knapp- Provide direction to staff for the installation of these signs by Public Works

Per Alderwoman Gazal request, attached are some examples of duck/geese crossing signs that can be installed along Knapp Dr. for both directions at the 1st curve coming from Weber/Larkin Rd. See attached exhibit on suggested locations along Knapp Dr to install these signs.

These are just warning signs for the motoring public, no traffic enforcement.

Any other locations within the city that council would suggest having signs like this install?

Recommended Council Action: Duck/Geese Crossing Warning Signs Knapp- Provide direction to staff for the installation of these signs by Public Works

Financial Impact:

Funding Source: MFT

Budgeted Amount: \$15,000 (General Sign Replacement)

Cost: TBD

Attachments:

Duck or Geese Crossing Signs

Duck Crossing Exhibit

See Duck Crossing Sign



Duck Crossing Signs, Slow...
\$17.86
RoadTrafficS...
★★★★★ 337



Slow Duck Crossing...
\$19.81
RoadTrafficS...



Duck With Duckling...
\$35.81
RoadTrafficS...



Duck Crossing Signs, Duck...
\$38.95
RoadTrafficS...



Duck Crossing Signs, Quack...
\$38.95
RoadTrafficS...



Slow Duck Crossing...
\$10.91
RoadTrafficS...



Duck Crossing...
\$11.82
RoadTrafficS...



Duck Crossing...
\$14.29
RoadTrafficS...



Smartsign "Slow - Duck...
\$22.99
Amazon.com
★★★★★ 360



Duck With Duckling...
\$30.57
Sigo Signs



Duck And Duckling...
\$37.56
Sigo Signs



Duck And Duckling...
\$30.57
Sigo Signs
Free shippl...

Images of Duck Crossing Sign



Deer Crossing Sign



Goose Crossing Sign



Turtle Crossing Sign



Road



Bird Crossing Sign



Elk Crossing Sign



Railroad Crossing Sign

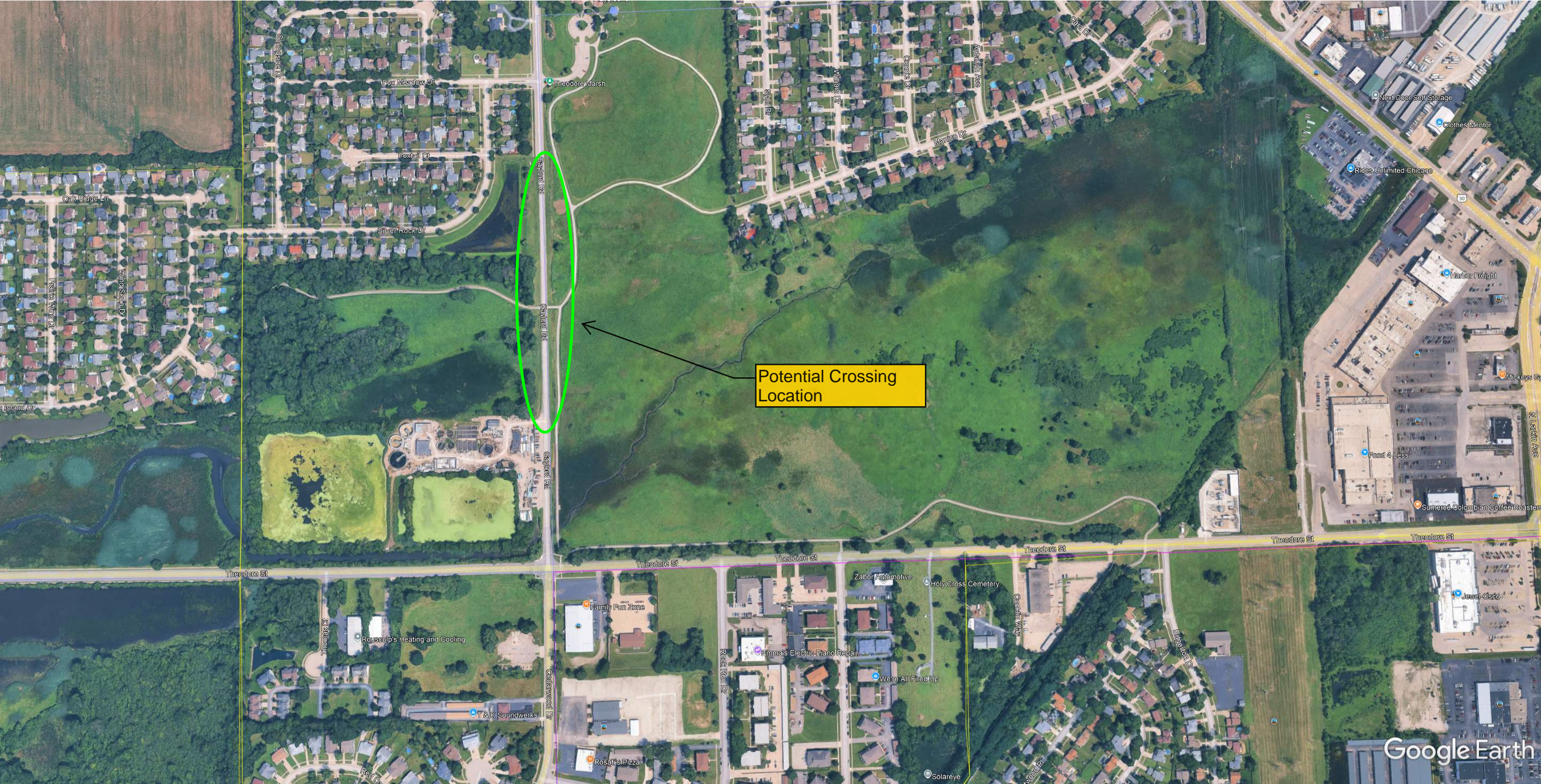


Bike Crossing Sign

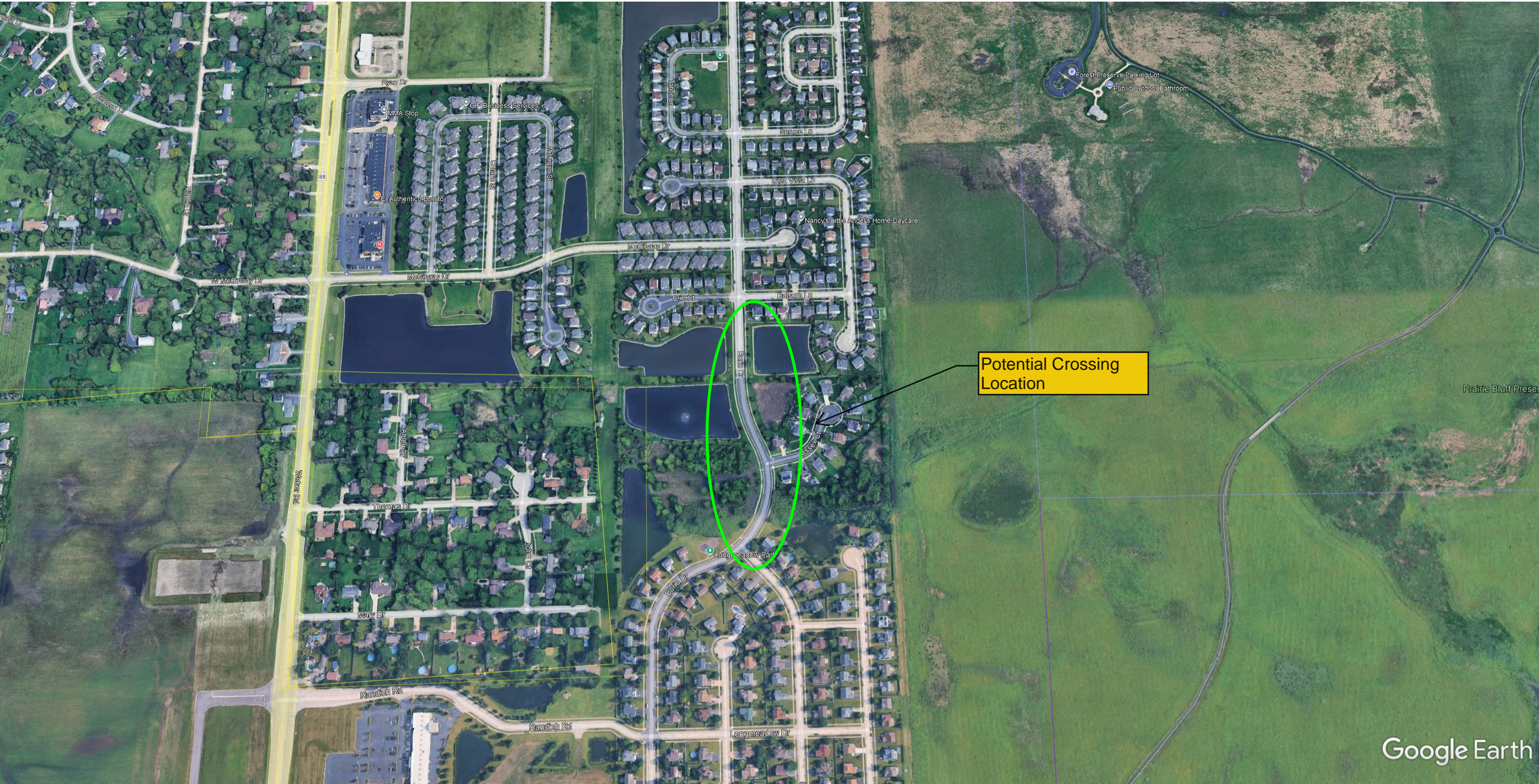




Knapp Dr.



Gaylord-North of Theodore to Fox Meadow Dr.



Borio Dr. from Coventry Ln to Balsum Ln



Work Session Agenda Memo

Crest Hill, IL

Meeting Date: June 23, 2025

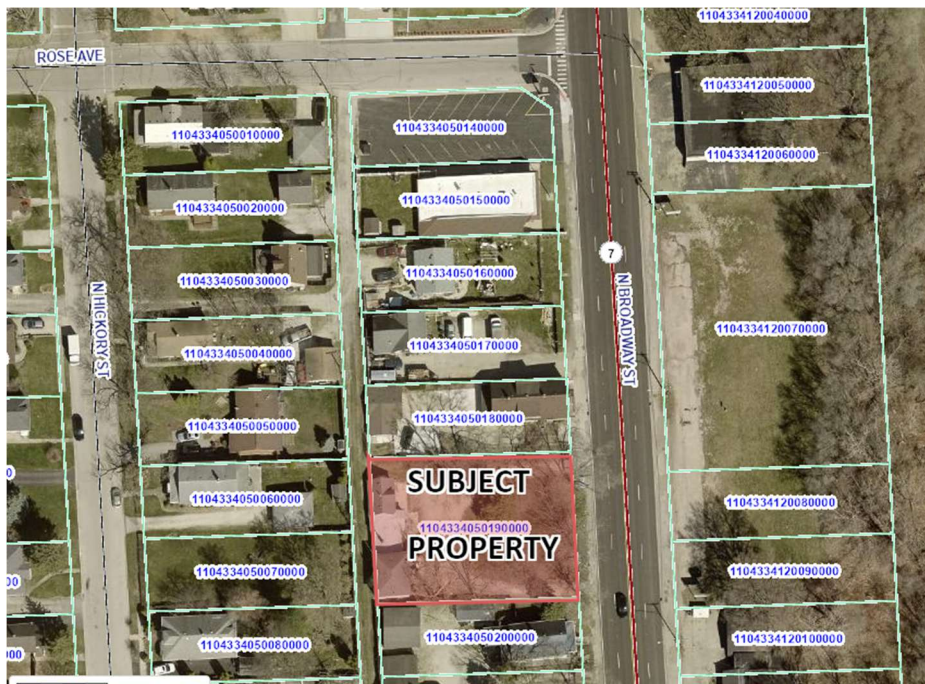
Submitter: Patrick Ainsworth, Community and Economic Development Director
Ron Mentzer, Community and Economic Development Consultant

Department: Community Development

Agenda Item: Plan Commission recommendation on application of A & J Rehab Properties for multiple variations to the Crest Hill Zoning Ordinance with respect to real property located at 1813 N. Broadway Street in Crest Hill, Illinois

Summary:

A & J Rehab Properties (the "Applicant"), has requested approval of numerous Zoning Ordinance and City Code Variations for the Property it owns at 1813 N. Broadway Street (the Subject Property) that would allow (i) the existing building reflected on the below map to be completely remodeled in its current location and (ii) the 4-unit configuration that existed when the Applicant purchased it in 2024 to remain. In general, the requested variations involve existing non-conforming site conditions that would be extremely difficult or physically impossible to eliminate without completely redeveloping the Subject Property.



The Subject Property illustrated above is currently Zoned R-3 Multiple-Family Residence District.

Plan Commission conducted the required public hearing for this application at their June 12, 2025, meeting and recommended unanimous but conditional approval of the requested variations. A copy of the detailed June 12, 2025, Plan Commission staff report for this request is attached to the draft Ordinance the City Attorney and staff have prepared to memorialize the City Council's potential approval of the Plan Commission recommended variations as Exhibit B. A copy of the draft approval ordinance is included with the agenda backup materials for this item.

Council Action Requested: Direction to include the draft approval ordinance for this application on the July 7, 2025, Regular City Council Agenda for final consideration.

Attachments:

- Attachment A - June 12, 2025 Draft Plan Commission Meeting Minutes
- Attachment B- An Ordinance Approving Multiple Variations to the Crest Hill Zoning Ordinance With Respect to Certain Real Property Located at 1813 N. Broadway Street in Crest Hill, Illinois – Application of A & J Rehab Properties (with associated Exhibits)

MINUTES OF THE CREST HILL PLAN COMMISSION

The June 12, 2025, Plan Commission meeting was called to order by Chairman Bill Thomas, at 7:00 p.m. in the Council Chambers of the City Center, 20600 City Center Boulevard, Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Roll call indicated the following present: Chairman Bill Thomas, Commissioner Ken Carroll, Commissioner Cheryl Slabozeski, Commissioner Jeff Peterson, Commissioner Gordon Butler.

Also present were: Community & Economic Development Director Patrick Ainsworth, Community Development Consultant Ron Mentzer, City Attorney Mike Stiff, Executive Secretary Samantha Tilley.

Absent were: Commissioner Marty Flynn, Commissioner John Stanton.

Chairman Thomas welcomed Gordon Butler back to the Planning Commission for a second time. He introduced Mike Stiff as the City Attorney, Pat Ainsworth as the Economic and Community Development Director, and Ron Mentzer as the Economic and Community Development Consultant. He also introduced Samantha Tilley as the Executive Director.

APPROVAL OF MINUTES: Chairman Thomas asked for a motion to approve the minutes from the Special Plan Commission meeting held on April 24, 2025, for Commission approval.

(#1) Motion by Commissioner Carroll seconded by Commissioner Peterson, to approve the minutes from the Special Plan Commission meeting held on April 24, 2025.

On roll call, the vote was:

AYES: Commissioners Carroll, Peterson, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

PUBLIC HEARING: Chairman Bill Thomas presented case number V-25-1-6-1, Request of A & J Rehab Properties for the approval variations from various sections of the Crest Hill Zoning Ordinance and the City Code of Ordinances that would allow the existing four-unit apartment building on the 13,374 square foot, R-3 Multi-Family District zoned property located at 1813 N. Broadway Street in Crest Hill, Illinois to be renovated and numerous existing non-conforming conditions to remain on this property post completion of the apartment building renovation project.

Chairman Thomas asked if the paperwork is in order. The necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing on Case Number V-25-1-6-1.

(#2) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to open a public hearing on case number V-25-1-6-1.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Carroll, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:03 p.m.

Chairman Thomas asked the Community Development Consultant Ron Mentzer to present the specifics on this case.

Consultant Mentzer provided a comprehensive overview of the case, which involved a request from A & J Rehab Properties for approval of variations from various sections of the Crest Hill Zoning Ordinance and City Code of Ordinances for the property located at 1813 N. Broadway Street. A & J Rehab Properties is aiming to renovate the existing four-unit apartment building while maintaining numerous existing non-conforming conditions.

Consultant Mentzer detailed the property's history, dating back to the 1920s, originally developed before the City of Crest Hill was incorporated. Over time, this property evolved into what is currently a unique multi-family building on the only multi-family zoned property along this segment of Broadway Street.

The applicant, represented by BR Design and Architecture, purchased the property in a state of disrepair and after the City had posted the property "Not Approved for Occupancy" due to deplorable conditions. They initiated renovations, during which they discovered the central section of the building was structurally unsound, which led them to demolish this section of the building.

Consultant Mentzer highlighted the proposed improvements for the property, including reducing the impervious surface area, paving the driveway, and parking spaces—a compliance measure with the City's current regulations—and complying with landscape planting requirements. Additional improvements include constructing one or two enclosed refuse areas and installing downward-focused illumination for parking spaces.

Moreover, Consultant Mentzer discussed the variations being requested. These include maintaining existing setbacks, unit sizes, and other non-conforming conditions that if not allowed to continue, would require extensive rebuilding in order to comply with current codes, which are not deemed feasible or economically viable for the applicant.

Chairman Thomas asked the representative for the applicant to approach the podium and be sworn in.

Brian Gould, representing BR Design and Architecture, emphasized the property owner's vested interest in the community, given Mr. Cruz's (property owner) business interests close to the subject

property. Mr. Gould detailed that the triggered need for variances stemmed predominantly from the demolition decision, a step taken to ensure structural integrity and safety.

Chairman Thomas asked the commissioners if anyone had a comment or question.

Commissioners engaged Mr. Brian Gould with questions surrounding garbage stations on the property. Mr. Gould clarified that while two garbage corrals were initially planned, the exact number would be tailored based on the emerging refuse disposal needs and vendor input.

Chairman Thomas asked if anyone in the audience would like to make a public comment. There were none.

Chairman Thomas asked for a Motion to Close the Public Hearing on Case Number V-25-1-6-1.

(#3) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to close the public hearing on case number V-25-1-6-1.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Butler, Carroll, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 7:27 p.m.

Chairman Thomas commented that the home was built in 1920 before Crest Hill was even a City and it is a unique situation and if the City had told the owner to tear it down and start over the owner probably would not have done that because of the expense and that would not be a good thing for Crest Hill or that neighborhood. He also said after the rehab is complete this will enhance the neighborhood. Chairman Thomas then asked the applicant, Mr. Cruz, if he has seen and agreed to the eight (8) conditions and Mr. Cruz stated that he agrees to the eight (8) conditions.

Chairman Thomas asked for a motion to approve the recommendation of case number V-25-1-6-1, the Request of A & J Rehab Properties for the approval variations from various sections of the Crest Hill Zoning Ordinance and the City Code of Ordinances that would allow the existing four-unit apartment building on the 13,374 square foot, R-3 Multi-Family District zoned property located at 1813 N. Broadway Street in Crest Hill, Illinois to be renovated and numerous existing non-conforming conditions to remain on this property post completion of the apartment building renovation project, subject to the applicant's compliance with the eight (8) conditions – outlined in the June 12, 2025 Plan Commission Staff Report for this application.

(#4) Motion by Commissioner Butler seconded by Commissioner Peterson, to approve the recommendation of case number V-25-1-6-1, the Request of A & J Rehab Properties for the approval variations from various sections of the Crest Hill Zoning Ordinance and the City Code of Ordinances that would allow the existing four-unit apartment building on the 13,374 square foot, R-3 Multi-Family District zoned property located at 1813 N. Broadway Street in Crest Hill, Illinois to be renovated and numerous existing non-conforming conditions to remain on this

property post completion of the apartment building renovation project, subject to the applicant's compliance with the following eight (8) conditions:

1. Remove existing private concrete stairs that connect to the public sidewalk along the west side of Broadway St. and restore disturbed area with grass.
2. Obtain a building permit and construct new refuse container enclosures in the locations reflected on Proposed Site Plan (Staff Report Exhibit F). The design of these enclosures shall comply with applicable City design requirements.
3. Reside and trim all four sides of the 4-unit building with LP Smart Siding composite trim and shake shingle accent details in substantial conformance with the Proposed Elevation Plan (Staff Report Exhibit H).
4. Obtain a building permit and pave the proposed driveway/parking improvements on the property in substantial conformance with the location and dimensions reflected on Proposed Site Plan (Staff Report Exhibit F). The design and striping of these improvements shall comply with applicable City design requirements.
5. Install new "One-Way Entrance" and One-Way Exit" Directional signs on the Subject Property at each private driveway connection to Broadway Street.
6. Restore Disturbed areas on the site that will not be covered with structures or pavement with topsoil and grass or mulch.
7. Install and maintain the landscaping reflected on the proposed Landscape Plan (Staff Report Exhibit I)
8. Amend existing building permit for the building renovation project to accommodate the installation of building mounted light fixtures that would illuminate the proposed parking spaces in front of the building. Cut sheets and mounting details for said fixtures shall be provided in the building permit amendment submittal. Said light fixtures shall be flat glass fixtures mounted so the lens of the fixture is oriented parallel to the ground surface below. "Flood lights" designed and mounted to project light perpendicular to the ground surface are prohibited.

On roll call, the vote was:

AYES: Commissioners Butler, Peterson, Carroll, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

Chairman Thomas informed the applicant that the Plan Commission is only a recommendation body and that the City Council would discuss the Plan Commission's recommendation on this case at their work session meeting on June 23, 2025.

PUBLIC HEARING: Chairman Bill Thomas presented case number SU-25-3-6-1, the Request from Redemption Hour Ministry (the Applicant), is seeking approval of a special use permit and variations to reactivate the existing subject building for a Church in the R-1, Single Family Residence District zoning property located at the northeast corner of Dearborn Street and Ludwig Avenue with the specific address of 1800 Dearborn Street in Crest Hill, Illinois. The variations being requested are related to bringing the existing conditions of the property into compliance in

relation to the Crest Hill Zoning Ordinance. No major exterior modifications are being requested with this application.

Chairman Thomas asked if the paperwork is in order. The necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing on Case Number SU-25-3-6-1. (#5) Motion by Commissioner Peterson seconded by Commissioner Carroll, to open a public hearing on case number SU-25-3-6-1.

On roll call, the vote was:

AYES: Commissioners Peterson, Carroll, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:34 p.m.

Chairman Thomas asked the Community & Economic Development Director Patrick Ainsworth to present the specifics on this case.

Director Ainsworth presented the case, conveying that the request was from Redemption Hour Ministry for a special use permit and variations necessary to repurpose the structure at 1800 Dearborn Street for a church within the R-1 Single Family Residence District. The property includes a 9,400-square-foot building on a 45,900-square-foot lot, historically serving as a church and known for its stained-glass windows and architectural style, all which Redemption Hour Ministry intends to preserve. He relayed the property's historical context, highlighting its current ownership by the Catholic Archdiocese of Joliet, which ended operations in 2024. Redemption Hour Ministry aims to utilize the site for its worship activities. There are five requests for variations for the existing property, they are not modifying anything, but we are asking for them to add a trash enclosure. The five requests for variations for their existing property are:

- 1) Table 1 – Zoning District and Standards for Residential Districts – Maximum Lot Coverage – Variation of 9% of the Lot Coverage is being requested for a total allowed lot coverage of 59%.
 - A trash enclosure is required for this property which will slightly increase the total lot coverage for the subject property.
- 2) Section 11.8-5 - Off-Street Parking – Variation of five (5) parking spaces is being requested.
- 3) Section 11.4-1 – Parking Configurations – Variation to maintain the current aisle width at 17 feet and four inches instead of the twenty-six feet required is being requested.
- 4) Section 11.5-3 – Parking Adjacent to Residential – A 10-foot landscaped area needs to be provided in the required side and rear yards to help separate the parking lot from adjacent residential properties. This property is currently improved with an existing parking lot that does not contain landscaped areas in the rear and side yards.
- 5) Section 11.6-2 - Screening and Landscaping - The removal of parking spaces to install landscape islands would reduce the number of parking spaces provided. As such, a request is being made to eliminate the requirement for landscape islands in order to maintain the existing number of parking spaces on-site.

Chairman Thomas asked the representatives for the applicant to approach the podium to present their case and be sworn in.

Representing Redemption Hour Ministry were Reverend Henry Amegatcher and Attorney Alena Jotkas who both affirmed their intent to tell the truth. Rev. Amegatcher delivered an in-depth presentation concerning the church's background, intentions, and future plans for the property, stressing preservation of the stained-glass windows and the architectural integrity. Rev. Amegatcher articulated the church's mission to fulfill spiritual and physical needs of society, committing to furthering societal value. Serving approximately seventy congregants, the church intends to use the multi-purpose hall to host activities excluding alcohol consumption, consistent with its tenets.

Chairman Thomas asked if anyone in the audience would like to make a public comment.

Residents like Christine Vershay-Hall and Ray Semplinski raised questions about church operations, including their impact on local parking and community integration. Rev. Amegatcher clarified that the Ministry practices street evangelism within designated areas without door-to-door approaches, ensuring non-invasive interaction. Their provision of counseling encompasses youth support, family services, marriage counseling, and education, extending beyond merely spiritual advice. The church aims to enhance well-being by offering services such as GED training and financial education, aligning with their mission to set captives free mentally and physically.

Maureen Harton, former General Counsel for the Diocese of Joliet, approached the podium and was sworn in. Ms. Harton endorsed the application, underlining the importance of a sustained religious presence supported by the diocese. She referenced data depicting street parking customs during services, consistent with when the property operated as St. Anne's Church. She noted that, when comparing the former St. Anne's activities and attendance, to the facts stated in the Applicant's content, the buyer's activities will involve less people than when St. Anne's was activated under the Diocese of Joliet.

Chairman Thomas asked if any commissioners had any questions or comments.

Commissioners, including Commissioner Slabozeski, inquired regarding operational facets such as fundraising and cultural event utilization. Rev. Amegatcher clarified that fundraising would center on traditional contributions and offerings primarily collected online. Additionally, he assured compliance with community standards, avoiding noise disturbances during events.

Genny Moore, a resident, approached the bench and was sworn in. Ms. Moore commented that they are excited to hear that it may open as a church but was concerned that the presentation stated that they would be sheltering the homeless. Reverend Amegatcher commented that there would be no sheltering the homeless, it is more serving the homeless, a quarterly service in helping the homeless with hygiene items out in the community, not at the subject property.

Chairman Thomas asked for a Motion to Close the Public Hearing on Case Number SU-25-3-6-1.

(#6) Motion by Commissioner Carroll seconded by Commissioner Slabozeski, to close the public hearing on case number SU-25-3-6-1.

On roll call, the vote was:

AYES: Commissioners Carroll, Slabozeski, Butler, Peterson, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 8:21 p.m.

Chairman Thomas pointed out a discrepancy in the parking evaluation document, suggesting efforts to rectify prior to presentation to the City Council.

Chairman Thomas asked Reverend Amegatcher if he has reviewed the six (6) condition and have agreed to the conditions and Reverend Amegatcher commented that he accepts and understands the six (6) conditions.

Chairman Thomas asked for a motion to approve the recommendation of case number SU-25-3-6-1, a Request of Redemption Hour Ministry (the Applicant), is seeking approval of a special use permit and variations to reactivate the existing subject building for a Church in the R-1, Single Family Residence District zoning property located at the northeast corner of Dearborn Street and Ludwig Avenue with the specific address of 1800 Dearborn Street in Crest Hill, Illinois. The variations being requested are related to bringing the existing conditions of the property into compliance in relation to the Crest Hill Zoning Ordinance. No major exterior modifications are being requested with this application. The approval is based on six (6) conditions.

(#7) Motion by Commissioner Peterson seconded by Commissioner Carroll, to approve the recommendation of case number SU-25-3-6-1, a Request of Redemption Hour Ministry (the Applicant), is seeking approval of a special use permit and variations to reactivate the existing subject building for a Church in the R-1, Single Family Residence District zoning property located at the northeast corner of Dearborn Street and Ludwig Avenue with the specific address of 1800 Dearborn Street in Crest Hill, Illinois with the following six (6) conditions:

1. The Applicant shall abide by the drawings submitted with this case and are identified below, unless otherwise noted in the remaining conditions:
 - a. Drawing A0.5 – Existing Site Plan – last dated 6.3.2025.
 - b. Drawings A1.0 and A1.1 – Existing Floor Plan - dated 3.15.2025.
2. Arrows and parking lot signage be added to the paved parking area dictating the direction of traffic for vehicles to ensure safety on the property. The arrow improvements and signage shall be provided to staff for review prior to occupying the principal building.
3. The four pews identified in the drawings labeled for removal within the main worship area shall be removed prior to occupying the building.
4. A trash enclosure shall be constructed by December 31, 2025, or sooner. A permit must first be obtained, and the trash enclosure shall comply with all applicable regulations.
5. The subject parking lot shall be repaved by June 12, 2026, or sooner. A permit must first be obtained prior to repaving the parking lot.

6. All conditions made with this Ordinance shall be transferred to any new property owner.

On roll call, the vote was:

AYES: Commissioners Peterson, Carroll, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

Chairman Thomas informed the applicant that the Plan Commission is only a recommendation body and that the City Council would hear their case at the work session on June 23, 2025, and have an official vote.

PUBLIC HEARING: Chairman Bill Thomas presented case number TXT-25-1-6-1, regarding amendments to the Crest Hill Zoning Ordinance – the applicant is the City of Crest Hill. The amendments to the Crest Hill Zoning Ordinance would modify the following sections: Section 2 Definitions, Section 8 General Standards and Regulations of Uses, Section 11 Off Street Parking and Loading, Table 4 Index of Permitted & Special Uses: Non-Residential Uses, and other possible sections. The proposed text amendment will add or amend the following aspects of the Zoning Ordinance: defining Motor Vehicles, definition, land use concept and regulations for Junkyard, Motor Vehicle Salvage Yard, Bus, Truck, Tractor and Boat Storage Yard, Architectural Salvage Facility, Storage Garage, Contractor and Landscaping Based Business, Barber Shop/Beauty Parlor/Salon, Alternative Beauty and Personal Services, Fire Arm Sales, Off-Premise FFL Transfer Businesses, Firearm Manufacturer, amongst other possible topics.

Chairman Thomas asked if the paperwork is in order. The necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing on Case Number TXT-25-1-6-1.

(#8) Motion by Commissioner Carroll seconded by Commissioner Slabozeski, to open a public hearing on case number TXT-25-1-6-1.

On roll call, the vote was:

AYES: Commissioners Carroll, Slabozeski, Butler, Peterson, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 8:35 p.m.

Chairman Thomas asked the Community & Economic Development Director Patrick Ainsworth to present the specifics on this case.

The applicant for this case is the City of Crest Hill Community Development Department, seeking approval for proposed text amendments to the Crest Hill Zoning Ordinance. Director Ainsworth presented the proposed amendments, emphasizing how these changes were designed to update and clarify definitions and regulations for four categories of land uses: motorized vehicle storage and salvage related activities, contractor and landscaping based businesses.

Director Ainsworth detailed each category's proposed changes, starting with the motorized vehicle storage and salvage-related activities. These amendments include modifying definitions, reevaluating permitted uses, and adding specific conditions for special use permits within various zoning districts. Director Ainsworth explained that the amendments aim to create clear guidance for the City and potential business owners, helping streamline processes and ensure alignment with current community standards.

For contractors and landscaping-based businesses, Director Ainsworth noted that the amendments propose new definitions to clearly classify these businesses, addressing existing ambiguities. The revised zoning code would more accurately reflect the type and scope of such businesses permitted within Crest Hill, providing a structured framework for business operations. This includes certain allowances in the B-3 district, requiring special use permits to accommodate specific circumstances while maintaining community integrity.

In the category of beauty and personal service-related businesses, the amendments introduce precise definitions and stipulations to regulate emerging trends and services. Director Ainsworth expressed that these clarifications would support business compliance with state licensing requirements and local standards, such as the inclusion of alternative beauty services that were not previously defined.

The firearm-related business amendments were approached with careful consideration of constitutional rights, setting specific geographical restrictions to prevent proximity to sensitive areas like schools, parks, and residential zones. Director Ainsworth presented maps illustrating potential locations for firearm-related businesses under the proposed zoning ordinances, featuring a 150-foot buffer zone to safeguard community interests.

Chairman Thomas thanked and commended Director Ainsworth, Consultant Mentzer, and Attorney Stiff for cleaning up the zoning and commented that this will be great for the next generation to come.

Consultant Mentzer contributed additional remarks, highlighting the significance of these amendments in creating a transparent and coherent zoning framework. Consultant Mentzer also explained the challenges faced by city staff and business owners due to previous ambiguities in the zoning ordinance. The clarifications introduced in these amendments would substantially benefit administrative processes and the decision-making framework for potential developers and business operators within Crest Hill.

Commissioner Carroll thanked them as well for making his job easier in the great staff reports they give with all the information provided.

Chairman Thomas asked if there was any one in the audience who would like to comment or ask a question. There were none.

Chairman Thomas asked for a Motion to Close the Public Hearing on Case Number TXT-25-1-6-1.

(#9) Motion by Commissioner Carroll seconded by Commissioner Peterson, to close the public hearing on case number TXT-25-1-6-1.

On roll call, the vote was:

AYES: Commissioners Carrol, Peterson, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

Chairman Thomas asked for a motion to approve the recommendation regarding amendments to the Crest Hill Zoning Ordinance – the applicant is the City of Crest Hill. The amendments to the Crest Hill Zoning Ordinance would modify the following sections: Section 2 Definitions, Section 8 General Standards and Regulations of Uses, Section 11 Off Street Parking and Loading, Table 4 Index of Permitted & Special Uses: Non-Residential Uses, and other possible sections. The proposed text amendment will add or amend the following aspects of the Zoning Ordinance: defining Motor Vehicles, definition, land use concept and regulations for Junkyard, Motor Vehicle Salvage Yard, Bus, Truck, Tractor and Boat Storage Yard, Architectural Salvage Facility, Storage Garage, Contractor and Landscaping Based Business, Barber Shop/Beauty Parlor/Salon, Alternative Beauty and Personal Services, Fire Arm Sales, Off-Premise FFL Transfer Businesses, Firearm Manufacturer, amongst other possible topics.

(#10) Motion by Commissioner Carroll seconded by Commissioner Butler, to approve the recommendation regarding amendments to the Crest Hill Zoning Ordinance – the applicant is the City of Crest Hill. The amendments to the Crest Hill Zoning Ordinance would modify the following sections: Section 2 Definitions, Section 8 General Standards and Regulations of Uses, Section 11 Off Street Parking and Loading, Table 4 Index of Permitted & Special Uses: Non-Residential Uses, and other possible sections. The proposed text amendment will add or amend the following aspects of the Zoning Ordinance: defining Motor Vehicles, definition, land use concept and regulations for Junkyard, Motor Vehicle Salvage Yard, Bus, Truck, Tractor and Boat Storage Yard, Architectural Salvage Facility, Storage Garage, Contractor and Landscaping Based Business, Barber Shop/Beauty Parlor/Salon, Alternative Beauty and Personal Services, Fire Arm Sales, Off-Premise FFL Transfer Businesses, Firearm Manufacturer, amongst other possible topics.

On roll call, the vote was:

AYES: Commissioner Carroll, Butler, Slabozeski, Peterson, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

Chairman Thomas informed the applicant that the Plan Commission is only a recommendation body and that the City Council would hear their case at the work session on June 23, 2025, and have an official vote.

OTHER BUSINESS: Chairman Thomas initiated the annual reorganization of the Plan Commission Officers. He commented that this is to re-elect the officers of the Plan Commission.

Commissioner Carroll recommended to reappoint Bill Thomas as the Chairman of the Plan Commission.

(#11) Motion by Commissioner Carroll seconded by Commissioner Slabozeski, to reappoint Bill Thomas as the Chairman of the Plan Commission. *No roll call was taken.

Chairman Thomas recommended to reappoint Ken Carroll as Vice-Chairman of the Plan Commission.

(#12) Motion by Chairman Thomas seconded by Commissioner Slabozeski, to reappoint Ken Carroll as the Vice-Chairman of the Plan Commission. *No roll call was taken.

Executive Secretary Samantha Tilley asked to do a roll call and Chairman Thomas stated that he would do one roll call at the end.

Chairman Thomas then recommended to appoint Cheryl Slabozeski as Secretary of the Plan Commission.

(#13) Motion by Chairman Thomas seconded by Commissioner Butler, to appoint Cheryl Slabozeski as the Secretary of the Plan Commission. * No roll call was taken.

Chairman Thomas then stated that the Plan Commission Officers are, as follows:

Bill Thomas, Chairman
Ken Carroll, Vice-Chairman
Cheryl Slabozeski, Secretary

Chairman Thomas then asked if anyone had any other business. There was none.

Executive Secretary Samantha Tilley asked if there would be a roll call since motions were taken on the reorganization. Chairman Thomas commented that one roll call was done for all three. Attorney Stiff asked if the motion made was for all three. Chairman Thomas stated that yes it was for all three.

**(After talking to the attorney at the end of the meeting, no roll call was called, and the reorganization will be continued to the next meeting).

PUBLIC COMMENTS: There were no public comments.

There being no further business before the Commission, a motion for adjournment was in order.

(#14) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to adjourn the April 24, 2025, Plan Commission meeting.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Carroll, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED

The meeting was adjourned at 9:02 p.m.

As approved this _____ day of _____, 2025.

As presented _____

As amended _____

BILL THOMAS, COMMISSION CHAIRMAN

DRAFT

ORDINANCE NO. _____**AN ORDINANCE APPROVING MULTIPLE VARIATIONS TO THE CREST HILL ZONING ORDINANCE WITH RESPECT TO CERTAIN REAL PROPERTY LOCATED AT 1813 N. BROADWAY STREET IN CREST HILL, ILLINOIS (APPLICATION OF A & J REHAB PROPERTIES)**

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/11-13-5 (the “Code”) authorizes the corporate authorities to vary the application of its local Zoning Requirements “in harmony with their general purpose and intent and in accordance with general or specific rules therein contained in cases where there are practical difficulties or particular hardship in the way of carrying out the strict letter of any of those regulations relating to the use, construction, or alteration of buildings or structures or the use of land;” and

WHEREAS, the Code states that a variation shall be permitted only upon the finding of certain requirements listed in the Code; and

WHEREAS, the City of Crest Hill (“City”) has enacted procedures, requirements, and standards for variations from its Zoning Requirement in Section 12.6-2 of the Crest Hill Zoning Ordinance; and

WHEREAS, A & J Rehab Properties (the “Applicant”) is the owner of real property located at 1813 N. Broadway Street in the City of Crest Hill, Illinois, bearing PIN 11-04-33-405-019-0000, and legally described in Exhibit 1 of attached Exhibit A (the “Property”), has filed an application requesting approval of multiple variations from the Crest Hill Zoning Ordinance on the Property (the “Application”); and

WHEREAS; the Crest Hill Plan Commission, after proper notice thereof given, conducted a public hearing on the Application on June 12, 2025, and

WHEREAS, based on the evidence presented at the public hearing and upon making the following findings, which are more fully detailed in the Findings and Decision attached as Exhibit A, the Plan Commission recommended unanimous but conditional approval of the requested variations outlined in Exhibit 2 of Exhibit A at its June 12, 2025, meeting:

- A. The variations are in harmony with the general purpose and intent of the Zoning Ordinance; and
- B. The plight of the owner is due to unique circumstances and thus strict enforcement of the Zoning Ordinance would result in practical difficulties or impose exceptional hardships due to the special and unusual conditions that are not generally found on other properties in the same zoning district; and
- C. The Property cannot yield a reasonable return if permitted to be used only under the conditions allowed by the Zoning Ordinance; and

- D. The variation, if granted, will not alter the essential character of the locality and will not be a substantial detriment to adjacent Property; and

WHEREAS, The Plan Commission's recommendation to approve the variations listed on Exhibit 2 of Exhibit A was made subject to the Applicant's compliance with the eight (8) conditions enumerated in the June 12, 2025, Community Development Department Staff Report Attached hereto as Exhibit B and incorporated herein (the "Staff Report"); and

WHEREAS, the City Council has examined the June 12, 2025, Findings and Decision of the Plan Commission and has considered the presentations and arguments of the Owner in an open meeting regularly scheduled; and

WHEREAS, the City Council finds that it is in the best interests of the City that the recommendation of the Plan Commission be adopted and that the Application be granted subject to the aforementioned eight (8) conditions enumerated in Exhibit B.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Crest Hill, Will County, Illinois, as follows:

SECTION 1: The Preambles of this Ordinance are incorporated herein by reference.

SECTION 2: That the City Council hereby adopts and ratifies the Findings and Decision of the Plan Commission, attached hereto and incorporated by reference herein as Exhibit A, as the findings and decision of the City Council in relation to the Application.

SECTION 3: The variations listed in Exhibit 1 of Exhibit A are hereby granted subject to the eight (8) conditions stated in Exhibit B.

SECTION 4: This Ordinance shall become effective only upon the complete execution and attachment of a fully executed Unconditional Agreement and Consent attached hereto as Exhibit C within 60 days of the passage of this Ordinance. In the event that the Unconditional Agreement and Consent is not executed within 60 days, this Ordinance shall have no force and effect and shall be subject to repeal by the City Council without further notice or hearing due to the Owner.

SECTION 5: This Ordinance shall take effect upon its passage according to law.

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PASSED THIS 7TH DAY OF JULY, 2025

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Ray Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 7TH DAY OF JULY, 2025.

Raymond R Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

EXHIBIT A

FINDINGS AND DECISION OF THE PLAN COMMISSION AS TO CASE NO. V-25-1-6-1 THE APPLICATION A & J REHAB PROPERTIES FOR MULTIPLE VARIATIONS FROM THE CITY OF CREST HILL ZONING ORDINANCE AT PROPERTY LOCATED AS 1813 N. BROADWAY IN THE CITY OF CREST HILL.

THIS APPLICATION, coming before the Plan Commission for hearing and decision, and the Plan Commission having heard the evidence in support and opposition to the application at a regularly scheduled meeting held on June 12, 2025, being fully advised in the premises, THE COMMISSION DOES MAKE THE FOLLOWING FINDINGS:

A. That the applicant, A & J Rehab Properties, is the owner of the real estate described in the application.

B. That the application seeks multiple variation for the property described in the application, commonly known as 1813 N. Broadway Street in Crest Hill, Illinois (the "Property"), which is legally described in Exhibit A-1, attached hereto and incorporated herein by reference;

C. That the Property is zoned R-3;

D. That the application seeks approval of five (5) variations to the Setback and Bulk Requirements contained in Table 1 R-3 Residential District Zoning Standards, three (3) variations to the Building Façade Requirements of Section 8.7-2.2 of the Crest Hill Zoning Ordinance, a variation of the Parking Requirements of Section 11.8-1.c of the Crest Hill Zoning Ordinance, two (2) variations to the Parking Access Requirements of Sections 11.4-1 and 11.4-2 of the Crest Hill Zoning Ordinance, two (2) variations to the Parking and Access Drive Setbacks Requirements of Sections 11.5-1 and 11.5-3 of the Crest Hill Zoning Ordinance, and a variation to the Parking Area Screening Requirements of Section 11.6-2 of the Crest Hill Zoning Ordinance. All these requested Variations are contained in the attached Exhibit B and relate to the property located at 1813 N. Broadway Street in Crest Hill, Illinois, with PIN 11-04-33-405-019-0000.

E. That the requested variations involve existing non-conforming conditions on the property;

F. That the application for the variation was properly submitted and notice of the application and the public hearing were properly made;

G. That no interested parties filed their appearances herein;

H. That the public hearing was opened and called to order on June 12, 2025, the applicant presented evidence and arguments in support of its application on June 12, 2025.

I. That the rules adopted by the Plan Commission for the conduct of Public Hearings by the Plan Commission were duly followed and observed;

J. That the proposed variation, as considered under section 12.6 of the Zoning Ordinance, meets the three (3) standards for the granting of a variation under section 12.6-2 as well as the supplemental considerations set forth in subsections 12.6-2(1)-(8).

THEREFORE, IT IS THE DECISION OF THE PLAN COMMISSION OF THE CITY OF CREST HILL, ILLINOIS, BASED UPON THE EVIDENCE HEARD BY SAME AND ARGUMENTS AND SUGGESTIONS HEARD AT THE PUBLIC HEARING, AND HAVING DULY CONSIDERED THE MANDATES AND STANDARDS AS SET FORTH IN THE CITY OF CREST HILL, ILLINOIS ZONING ORDINANCE FOR THE GRANTING OF VARIANCES, AS FOLLOWS:

1. That the application of A & J Rehab Properties for multiple variations as listed in attached Exhibit A-1 for property located at 1813 N. Broadway Street in Crest Hill, Illinois with PIN 11-04-33-405-019-0000 was approved and is supported by the evidence adduced;

2. It is therefore the recommendation of the City of Crest Hill Plan Commission that the application for the variations be granted subject to the eight (8) conditions outlined and stated in the June 12, 2025, Community Development Staff Report for this request.

[Left Intentionally Blank]

Adopted by the Plan Commission of the City of Crest Hill, Illinois, this 12th Day of June 2025 upon the following voice vote:

	Aye	Nay	Absent	Abstain
Commissioner Bill Thomas	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Ken Carroll	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Cheryl Slabozeski	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Gordon Butler	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner Marty Flynn	<u> </u>	<u> </u>	<u> X </u>	<u> </u>
Commissioner Jeff Peterson	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Commissioner John Stanton	<u> </u>	<u> </u>	<u> X </u>	<u> </u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Approved:

Bill Thomas, Chairman

Attest:

Christine Vershay-Hall, City Clerk

EXHIBIT A-1
LEGAL DESCRIPTION

PROPERTY ADDRESS: 1813 N. Broadway Street, Crest Hill, IL. 60403

PERMANENT INDEX NO: 11-04-33-405-019-0000

LEGAL DESCRIPTION: Lots 79 and 80, in Stern Park, a subdivision in Section 33, in Township 36 North, and in Range 10 East of the Third Principal Meridian, according to the plat thereof recorded October 30, 1916, in plat book 17, page 12, as DOCUMENT NO 299218, in Will County, IL

EXHIBIT A-2 LIST OF REQUESTED VARIATIONS

1.) Zoning Ordinance (ZO) Setbacks and Bulk Requirements: Table 1 R-3 Residential District Zoning District Standards:

- 5,000 sq. ft. of lot area required per dwelling unit/3,343 sq. ft. per unit provided
- 10' side yard building setback required. 3.10' proposed/provided on south side.
- 40' rear yard building setback required. 0.1' proposed/provided.
- 800 sq. ft. minimum 1-bedroom unit size required. UNIT A provided/proposed= 437SF, UNIT C provided/proposed= 605 SF, UNIT D provided/proposed =324 SF
- 900 sq. ft. minimum 2-bedroom unit size required. UNIT B provided/proposed= 565 SF.

2.) Building Façade Requirements: ZO Section 8.7-2.2 requires the following improvements on multi-family building facades:

- A minimum of 20% of the total exterior building wall façade area excluding window and door areas required to be constructed with masonry materials. No masonry provided/proposed.
- A minimum 80% of the area of one exterior building wall, excluding window and door area, required to be constructed with masonry materials. No masonry provided/proposed.
- A minimum of 10% of the exterior building wall, excluding window and door area, facing Broadway Street required to be constructed with masonry materials. No masonry provided/proposed.

3.) Parking Requirements: ZO Section 11.8-1.c. requires 3.5 parking spaces per dwelling unit. Eight parking spaces proposed for three 1-bedroom units and one 2-bedroom unit.

4.) Parking Access:

- ZO Section 11.4-1 requires one-way access drives to be a minimum of 14 feet in width. 12 foot access drive width proposed/provided.
- ZO Section 11.4-2 and City Code Section 15.04.040.(1)(8) Requires curb cuts for access drives to be no less than 20' in width and must not be closer than 75' from another curb cut on the same street. Existing driveways do not satisfy this requirement.

5.) Parking and Access Drive Setbacks:

- No parking allowed in front yard per ZO section 11.5-1. All eight proposed parking spaces would be located in the required front yard.
- Parking access drives required to be setback 10' from side property lines adjacent to single family residentially zoned/used properties per ZO Section 11.5-3. Existing access drives encroach into this setback.

6.) Parking Area Screening: ZO Section 11.6-2 and City Code Section 15.04.040, requires multi-family parking areas containing more than 4 parking spaces must be screened along the side property lines along any adjacent residentially zoned properties by landscaping, berms, and/or fencing that will "achieve no less than a minimum 75% visual screen at a minimum mature height of six feet." Applicants propose to use existing on-site trees and landscaping to satisfy this requirement.

EXHIBIT B

June 12, 2025 Community Development Department Staff Report



To: Plan Commission

From: Patrick Ainsworth, AICP, Community and Economic Development Director
Ronald Mentzer, Community and Economic Development Consultant

Date: June 12, 2025

Re: 1813 N. Broadway City Code and Zoning Ordinance Variation Requests –
Plan Commission Case # V-25-1-6-1

Project Details

Project: A&J Rehab Properties Apartment Building Renovation and Reconstruction

Requests: Miscellaneous Zoning Ordinance and City Code Variations

Location: 1813 N. Broadway Street

Site Details

Lot Size: Approximately 13,400 square feet (.3 acres)

Existing Zoning: R-3 Multi-family Residential District

Surrounding Zoning and Land Use Summary

	Land Use	Comp Plan	Zoning
Subject Parcel	Vacant apt. bldg.	Commercial	R-3
North	Single-family home	Commercial	R-1
South	Single-family home	Commercial	R-1
East	Vacant	Industrial	B2
West	Single-family homes	Multifamily or Commercial	B2

Attachments

Application Documents Submitted by Applicant Include:

- 4/28/2025 Application for Development/Variations (Exhibit B)

- 5/22/2025 Detailed Zoning Ordinance and City Code Required Variations for Non-Conformities (Exhibit C)
- Undated Applicant response letter to Zoning Ordinance Standards for Variations (Exhibit D)
- Plat of Survey dated 10/8/2020 marked up with building remodeling and demolition locations (E)
- Undated Proposed Site Plan (Exhibit F)
- 11/1/2024 Apt. Unit Floor Plans (Exhibits G1-G4)
- Undated Proposed Elevation Plan For Variance/Special Approvals (Exhibit H)
- Undated Landscape Plan (Exhibit I)

Application Background and Project Summary

A&J Rehab Properties (the "Applicant") purchased 1813 N. Broadway (the "Subject Property") in October of 2024. Prior to the Applicant's acquisition of the Subject Property, the City had posted "Not Approved for Occupancy" placards on the 4-unit apartment building located on it due to extensive property maintenance and life safety code violations. As documented in Exhibit D, the Applicant purchased the property with the specific purpose of completing an extensive renovation of the existing 4-unit apartment building so it could be reoccupied and rented out. The Applicant has a successful history of renovating and upgrading other dilapidated properties in the City of Crest Hill and surrounding municipalities.

The existing site and building improvements on the Subject Property date back to the mid-1920s. Over time, the building improvements on the Subject Property evolved into the four small apartment unit configuration that existed when the Applicant acquired it. Many of the existing building and site improvements on the Subject Property do not conform with current City of Crest Hill Zoning Ordinance and City Code requirements. More information regarding the scope and status of non-conforming conditions on the Subject Property is provided in subsequent sections of this report.

In November of 2024, the Applicant applied for a building permit to completely renovate the existing structure on the property. The City issued a building permit for this work in January of 2025. In April of 2025, the Applicant demolished the center apartment unit due to its extremely poor structural condition. Once the City became aware of this, the City informed the Applicant and new owner of the Subject Property that non-conforming zoning related conditions on the property would need to be brought into conformance with applicable Zoning and City Code requirements per the following requirements of Section 5.5 of the Zoning Ordinance:

SALE OF A NON-CONFORMING USE

No non-conforming use or structure shall be sold, transferred or conveyed unless the same is made to conform to the use regulations of the district in which it is located."

Non-conforming conditions can be eliminated through physical modification or by the City's approval of variations to specific code requirements. The Applicant is proposing to achieve conformance through a combination of both of these actions.

Non-Conforming Conditions and Summary of Requested Variations

The Applicant has committed to physically modify the site to eliminate the following existing non-conforming conditions on the Subject Property:

1. Lot Coverage - Reduce Lot Coverage from 51% to 47%.
2. Parking and Driveway Pavement - Pave all parking and driveway areas with asphalt.
3. Landscaping - Plant enough new landscape materials to satisfy the minimum planting requirements for a multi-family property.
4. Refuse Screening Enclosures - Construct required refuse container screening enclosures.
5. Parking Lot Lighting – Install new light fixtures to illuminate parking spaces on the property.

The Applicant is also requesting City approval of the various Zoning Ordinance and City Code variations outlined in attached Exhibit C. If approved, these variations would allow the existing building to be completely remodeled in its current location and allow the 4-unit configuration that existed when the Applicant purchased the Subject Property to remain. In general, these variation requests involve existing non-conforming site conditions that would be extremely difficult or physically impossible to eliminate without completely redeveloping the Subject Property.

Staff Analysis

Overall, staff believes the Applicant's proposed building, parking, and landscape improvement plans and commitments for the Subject Property are significant, extremely desirable, and will dramatically improve the aesthetics, function, and public safety on the Subject Property. While the Applicant is still requesting approval of numerous variations, staff is of the opinion that these variation requests are reasonable and acceptable given the underlying zoning of the property, history of the site improvements, character and nature of the adjacent Broadway Street corridor, the fact that the site conditions associated with the variations have already established their impact on the surrounding area and that impact appears to be relatively minor, and the significant amount of improvements and upgrades the Applicant is committed to implement on the Subject Property.

Staff feedback on specific variation requests includes:

Reduced Parking Requirements: The proposed project involves three one-bedroom apartment units and one two-bedroom unit. Staff believes the requested variation to reduce the parking requirements for this property from 3.5 parking spaces per unit (16 required parking spaces) to one parking space per bedroom plus three guest parking spaces (8 proposed parking spaces) is reasonable and consistent with modern-day parking demand for small one and two-bedroom apartment units.

Building Façade Requirements: The Applicant is proposing to clad the entire building with Hardi-board siding and desirable trim and accent siding details. As proposed, these exterior façade improvements would have a significant positive impact on the appearance of the building. Given the location of the existing building and the number of mature trees on the site, staff does not feel requiring the installation of additional masonry façade

materials would materially improve the aesthetic impact the building has on the surrounding neighborhood or the Broadway Street corridor.

Minimum Unit Size Requirements: Staff believes the existing and smaller unit sizes will meet the needs of a growing segment of the population - single individuals with no children - and therefore are desirable and appropriate at this location.

Parking access drives: The existing driveway dimensions, configuration, and curb cuts onto Broadway Street function well for this relatively small site. Expanding or dramatically modifying the dimensions and location of these improvements seems unnecessary from a staff perspective.

Variation Approval Standards and Findings

Section 12.6-2 of the Zoning Ordinance states the Plan Commission shall recommend, and the City Council shall grant a variation only when it shall have been determined, and recorded in writing, that all of the following standards are complied with (staff findings are identified in bold italic font):

1. That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone. ***The property would need to be completely redeveloped in order to comply with all applicable Zoning Requirements. Staff believes requiring a complete redevelopment of the property would prevent it from yielding a reasonable return.***
2. That the plight of the owner is due to unique circumstances. ***The plight of the owner is due in large part to the age and history of the property and the fact that it was originally developed prior to the existence of the City of Crest Hill and the current Crest Hill Zoning Ordinance. Staff believes these are unique circumstances.***
3. That the variation, if granted, will not alter the essential character of the locality. ***Provided the applicant complies with the improvement commitments and conditions reflected and recommended in this staff report, staff does not believe the approval of the requested variations would negatively alter the essential character of the area. Instead, staff believes the proposed and recommended improvements to the property would, once completed, have a positive impact on the essential character of the area.***

Section 12.6-2 of the Zoning Ordinance further suggests the Plan Commission supplement the above standards by taking into consideration the extent to which the facts

listed on Exhibit A have been established by the evidence presented during the public hearing process and further support the approval of the Applicant's requests.

Staff Recommendation

Based on the findings reflected in this staff report, Staff recommends:

The Plan Commission recommends City Council approval of variations for the property located at 1813 Broadway Street as outlined in the June 12, Community Development Department Staff Report for Plan Commission Case #V-25-1-6-1) and subject to the Applicant's compliance with the following conditions:

- 1. Remove existing private concrete stairs that connect to the public sidewalk along the west side of Broadway St. and restore disturbed area with grass.**
- 2. Obtain a building permit and construct new refuse container enclosures in the locations reflected on Proposed Site Plan Exhibit F. The design of these enclosures shall comply with applicable City design requirements.**
- 3. Reside and trim all four sides of the 4-unit building with LP Smart Siding composite trim, and shake shingle accent details in substantial conformance with the Proposed Elevation Plan (Exhibit H)**
- 4. Obtain a building permit and pave the proposed driveway/parking improvements on the property in substantial conformance with the location and dimensions reflected on Proposed Site Plan Exhibit F. The design and striping of these improvements shall comply with applicable City design requirements.**
- 5. Install new "One-Way Entrance" and One-Way Exit" Directional signs on the Subject Property at each private driveway connection to Broadway Street.**
- 6. Restore Disturbed areas on the site that will not be covered with structures or pavement with topsoil and grass or mulch.**
- 7. Install and maintain the landscaping reflected on the proposed Landscape Plan (Exhibit I)**
- 8. Amend existing building permit for the building renovation project to accommodate the installation of building mounted light fixtures that would illuminate the proposed parking spaces in front of the building. Cut sheets and mounting details for said fixtures shall be provided in the building permit amendment submittal. Said light fixtures shall be flat glass fixtures mounted so the lens of the fixture is oriented parallel to the ground surface below. "Flood lights" designed and mounted to project light perpendicular to the ground surface are prohibited.**

Please contact Community and Economic Development Consultant Ron Mentzer at 815-741-5106, ext. 240 or rmentzer@cityofcresthill.com with any questions regarding the information or recommendations contained in this report.

Exhibit A**Supplemental Variation Approval Facts to Consider Per Zoning Ordinance
Section 12.6-2**

1. *That the particular physical surroundings, shape, or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.*
2. *The conditions upon which the petition for a variation is based are unique to the property owner for which the variation is sought and are not applicable, generally, to the other property within the same zoning classification.*
3. *That the alleged difficulty or hardship is caused by the Ordinance and has not been created by any person presently having an interest in the property.*
4. *That the proposed variation will not impair an adequate supply of light and air to adjacent property or substantially increase congestion in the public streets or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.*
5. *That the variation does not permit a use otherwise excluded from the particular zone except for uses authorized by the Plan Commission, subject to the approval of the City Council, as "similar and compatible uses."*
6. *That the variation granted is the minimum adjustment necessary for the reasonable use of the land.*
7. *That the granting of any variation is in harmony with the general purposes and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, be detrimental to the public welfare, alter the essential character of the locality, or be in conflict with the Comprehensive Plan for development of the City.*
8. *That, for reasons fully set forth in the recommendations of the Plan Commission, and the report of the City Council, the aforesaid circumstances or conditions are such that the strict application of the provisions of the Zoning Ordinance would deprive the applicant of any reasonable use of his land. Mere loss in value shall not justify a variation; there must be a deprivation of beneficial use of land..*

Exhibit B

City of Crest Hill Development Handbook

Appendix C

Application for Development

For Office Use Only: Case Number:

Project Name: CREST HILL APARTMENT REMODELOwner: ARJ Rehab Properties Correspondence to: Luana CruzStreet address: [REDACTED] Street address: [REDACTED]City, St., Zip: Romeoville, IL 60446 City, St., Zip: Romeoville, IL 60446Phone: [REDACTED] Phone: [REDACTED]Email: [REDACTED] Email: [REDACTED]Property Address: 1813 N BROADWAY Property Information: 97.0Street address: 1813 N BROADWAY Lot Width: 97.0City, St., Zip: CREST HILL, IL Lot Depth: 138.16PIN: 11-04-33-405-019-0000 Total Area: 13,400 SF

*Submit an electronic version of the legal description only in a Word document to:
buildingdepartment@cityofcresthill.com

Existing Zoning: R3 Existing Land Use: RESIDENTIAL - MULTI-FAMRequested Zoning: R3 Proposed Land Use: RESIDENTIAL - MULTI-FAM

Adjoining Properties Zoning and Uses:

North of Property: R-1South of Property: R-1East of Property: N/AWest of Property: R-1

Purpose Statement (intended use and approval sought): EXISTING MULTI-FAMILY USE. SEEKING VARIANCE FOR ADDITIONAL WORK DONE TO PERMIT # 25-01-0013

City of Crest Hill Development Handbook

Appendix C

Development Request: Please check all that apply and describe:

☐ Rezoning: _____

☐ Special Use: _____

☒ Variance: SEE ATTACHED RESPONSE FOR SPECIAL APPEALS

☐ Planned Unit Development: _____

☐ Annexation: _____

☐ Plat: _____

☐ Other: _____

Contact Information – If not yet known, please indicate as TBD. Check those parties in which copies of all correspondences should be forwarded.

☐ Civil Engineer: _____ Phone: _____

Company: _____ Email: _____

☒ Contractor: Alfonso / Luana Cruz Phone: _____

Company: AL Rehab Properties Email: _____

☒ Architect: Brian Gould Phone: _____

Company: BA DESIGN Email: _____

☒ Builder: Alfonso / Luana Cruz Phone: _____

Company: AL Rehab Properties Email: _____

I agree to be present (in person or by counsel) when the Plan Commission and City Council hear this development.

Signature: _____

Date: 4/28/25

If you (the applicant) are not the owner of record, please provide the owner's signature.

Signature of the Owner _____

Date _____

Exhibit C

1813 N. BROADWAY

Zoning Ordinance and City Code Required Variations for Non-Conformities (last revised 5/22/2025)

1.) Zoning Ordinance (ZO) Setbacks and Bulk Requirements: Table 1 R-3 Residential District Zoning District Standards:

- 5,000 sq. ft. of lot area required per dwelling unit/3,343 sq. ft. per unit provided
- 10' side yard building setback required. 3.10' proposed/provided on south side.
- 40' rear yard building setback required. 0.1' proposed/provided.
- 800 sq. ft. minimum 1-bedroom unit size required. UNIT A provided/proposed = 437SF, UNIT C provided/proposed = 605 SF, UNIT D provided/proposed = 324 SF
- 900 sq. ft. minimum 2-bedroom unit size required. UNIT B provided/proposed = 565 SF.

2.) Building Façade Requirements: ZO Section 8.7-2.2 requires the following improvements on multi-family building facades:

- A minimum of 20% of the total exterior building wall façade area excluding window and door areas required to be constructed with masonry materials. No masonry provided/proposed.
- A minimum 80% of the area of one exterior building wall, excluding window and door area, required to be constructed with masonry materials. No masonry provided/proposed.
- A minimum of 10% of the exterior building wall, excluding window and door area, facing Broadway Street required to be constructed with masonry materials. No masonry provided/proposed.

3.) Parking Requirements: ZO Section 11.8-1.c. requires 3.5 parking spaces per dwelling unit. Eight parking spaces proposed for three 1-bedroom units and one 2-bedroom unit.

4.) Parking Access:

- ZO Section 11.4-1 requires one-way access drives to be a minimum of 14 feet in width. 12 foot access drive width proposed/provided.
- ZO Section 11.4-2 and City Code Section 15.04.040.(1)(8) Requires curb cuts for access drives to be no less than 20' in width and must not be closer than 75' from another curb cut on the same street. Existing driveways do not satisfy this requirement.

5.) Parking and Access Drive Setbacks:

- No parking allowed in front yard per ZO section 11.5-1. All eight proposed parking spaces would be located in the required front yard.
- Parking access drives required to be setback 10' from side property lines adjacent to single family residentially zoned/used properties per ZO Section 11.5-3. Existing access drives encroach into this setback.

6.) Parking Area Screening: ZO Section 11.6-2 and City Code Section 15.04.040, requires multi-family parking areas containing more than 4 parking spaces must be screened along the side property lines along any adjacent residentially zoned properties by landscaping, berms, and/or fencing that will "achieve no less than a minimum 75% visual screen at a minimum mature height of six feet." Applicants propose to use existing on-site trees and landscaping to satisfy this requirement.

Exhibit D

1813 Broadway St

Request for Variance

Dear Members of the Board,

I am writing to you and ask for your approval for a variance request at the subject property above. My name is Alfonso Cruz, and I am not only an owner of the property above, but a general contractor in business for over 20 years. I have a local business here in Crest hill, at 1819 Broadway Street, only a couple doors down from this property. I have helped beautify this community by completing projects such as the one at 2138 Root Street. Which was an empty house that had been vacant for some time. It just sold this March.

I would like to provide you with some evidence set forth in the comments below per section 12.6-2 Standards For Variations

The plan Commission shall recommend, and the City Council shall grant a variation only when it shall have been determined, and recorded in writing, that all of the following standards are complied with:

1. That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone. We originally purchased this property which is in zoning R-3 and was setup as 4 apartments (apartment A and B are in a 2 story section of the building, apartment C is a center small section, and Apartment D is far east side) This property is from the early 40s if I was to guess, and was originally a 2 story home (apartment A and B), a breezeway (apartment C), and a garage possibly (apartment D). But it had been functional and allowed per village zoning. I happened to buy this as a property under duress, with multiple violations as you can see in the inspection reports given to you today.

Soon after my purchase, we applied for a permit to remodel this property and when I uncovered rotted walls and structural elements located on 2 exterior walls, I made an unfortunate decision on my own, without thinking, to take down those 2 walls and the wood framed roof above (apartment C). This is a very small portion which was at one time a breezeway of the home property. In doing so, this triggered me to have to go through this variance process as it has gone above an interior remodel. The property would not be able to yield a reasonable return if I was to (a) leave this portion removed as it would now create 2 separated occupancies and 2 principal structures on the property which cannot occur. (b) I cannot take down the north remaining building (apartment D) as I would be left with only the 2 story building (apartment A and B) and that is not enough income to justify my original purchase and investment.

2. That the plight of the owner is due to unique circumstances. I admit fully that this error in judgement to take down part of the outside walls has caused me a lot of grief and a lot of expense which I did not

believe in my wildest dreams would occur. I felt that I would be able to talk to the inspector and let him know what I found and adjust my plans. I have now hired an architect which has been brought up to speed on how I have gotten to this point, and we have met with Patrick Ainsworth, Don Seeman, and Ron Mentzer to make sure I provide your staff with the proper revised plans moving forward.

3. That the variation, if granted, will not alter the essential character of the locality. **If granted the approval, it would allow me to just put the 2 walls back as they were, on the same location, as well as put the roof rafters back, in the same location, and height.**

For the purpose of supplementing the above standards, the Plan Commission, in making the determination, whenever there are particular hardships, shall also take into consideration the extent of which the following facts, favorable to the applicant, have been established by the evidence:

1. That the particular physical surroundings, shape, or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out. **In this particular instance, we have a great hardship in that if you were to not allow me to put the walls back up, this property in which I have invested so much money into, would be lost. I would have to take down everything that is there, and leave an empty lot or leave as it is and sell to another buyer with not only the original violations I was set to fix, but additional issues with non-conformance and demolition requirements. The building value and the potential would be lost in making this a great rental property.**

2. The conditions upon which the petition for a variation is based are unique to the property owner for which the variation is sought and are not applicable, generally, to the other property within the same zoning classification. **This is a very unique variance request in that it is not asking for "more square footage, or a reduction of sideyard setbacks for a NEW development. This building has been here for decades, operating, and only due to my own decisions has it been taken to this variation request. Other properties within the same zoning classification AND with the age of property as mine, would most likely have their principal structures set as non-conforming .**

3. That the alleged difficulty or hardship is caused by the Ordinance and has not been created by any person presently having an interest in the property. **That is correct. I am the owner and just looking to put up the elements I took down to bring back to its original location**

4. That the proposed variation will not impair an adequate supply of light and air to adjacent property or substantially increase congestion in the public streets or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood. **The variation request is to only put up the 2 walls and roof structure in the exact same spot it was before. There is an alley to the west of me and I am not changing the location of any parts of the home as they were before.**

5. That the variation does not permit a use otherwise excluded from the particular zone except for uses authorized by the Plan Commission, subject to the approval of the City Council as "similar and compatible uses". **The use will remain the same- Rental property multifamily under R-3 zoning.**

6. That the variation granted is the minimum adjustment necessary for the reasonable use of the land. This is correct. I am asking that the variation to be granted so I can continue forward with my initial goal of fixing many of the outstanding violations on this property and continue with my existing remodel permit on file. This would provide the minimum adjustment necessary. Anything beyond this would cause me to have to entirely demolish all structures, and rebuild new on the piece of property that is there. This is not feasible.

7. That the granting of any variation is in harmony with the general purposes and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, be detrimental to the public welfare, alter the essential character of the locality, or be in conflict with the Comprehensive Plan for the development of the City. Granting of this variation will allow me to continue forward. I apologize for my mistake, and did not expect that it would come to this. I will have plans done by my architect showing the new walls and roof rafters to be installed, as well as any other items necessary per code.

I appreciate your time and understanding. I hope to hear an approval to move forward so I can finalize this project.

Sincerely,

Alfonso Cruz

Exhibit E

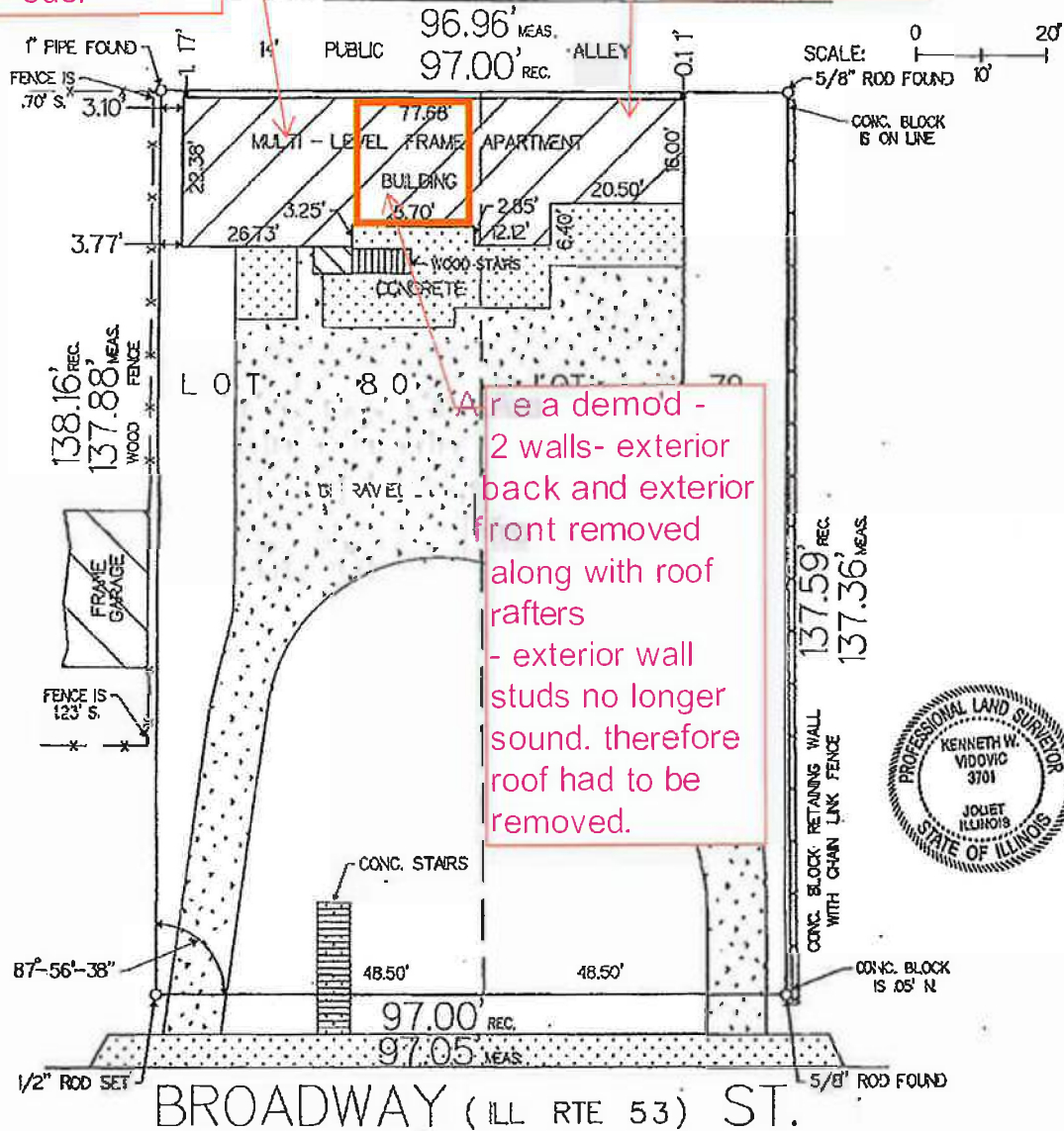
PLAT OF SURVEY

LOTS 79 AND 80, IN STERN PARK, A SUBDIVISION IN SECTION 28, TOWNSHIP 36 NORTH, AND IN RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDS TO THE PLAT THEREOF RECORDED OCTOBER 30, 1916, IN PLAT BOOK 17, PAGE 12, AS DOCUMENT NO. 199216, IN WILL COUNTY, ILLINOIS.

1813 BROADWAY STREET
CREST HILL, IL

existing to
remain-interior
remodel

existing to
remain-interior
remodel



COMMUNITY SURVEY INC.

81 N. CHICAGO STREET, SUITE 207
JOLIET, IL 60432

(815) 722-9005 (815) 722-9019 - fax
EMAIL: kvidovic@communitysurveyinc.com

DESIGN FIRM (NO. 184-00269)

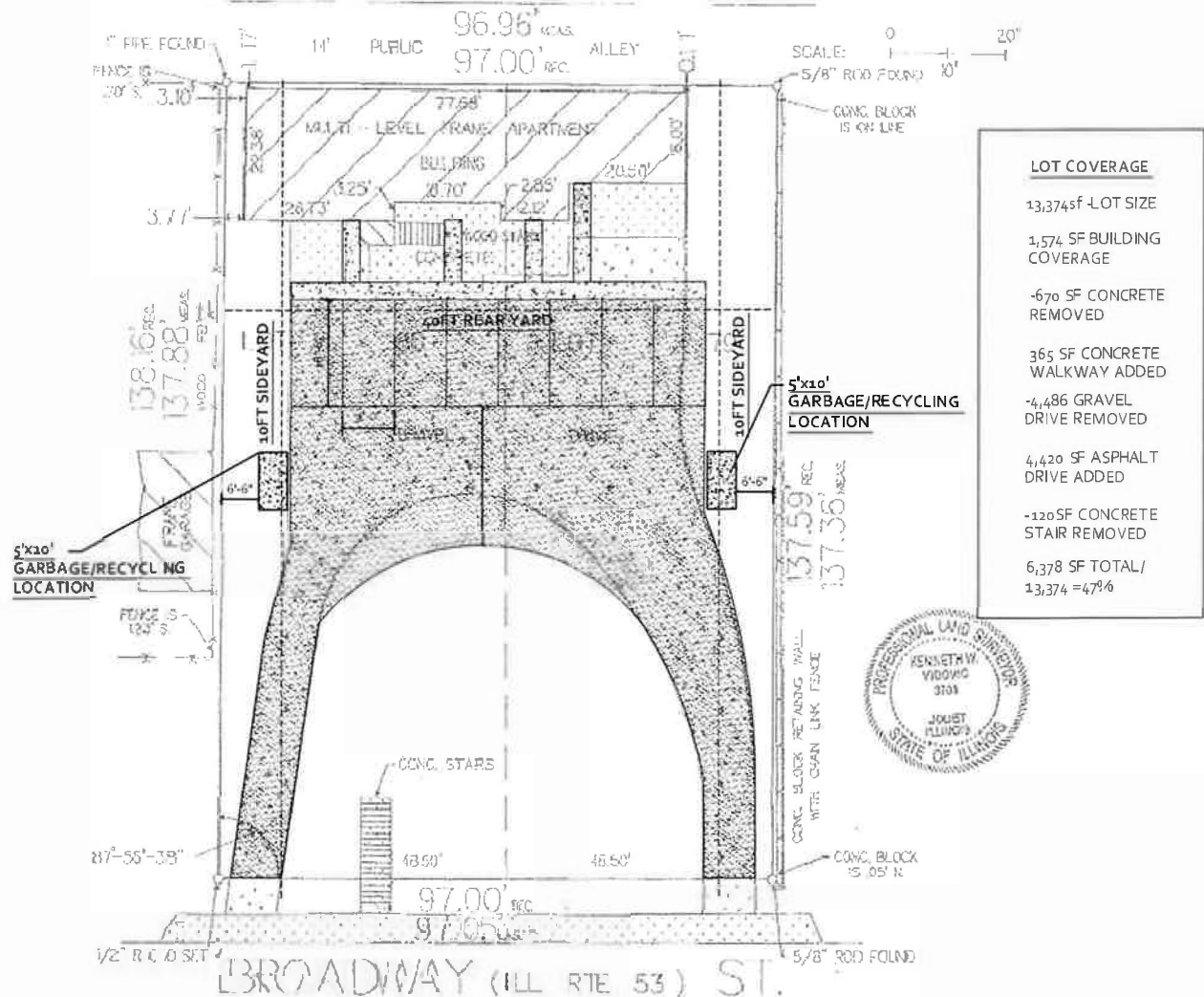
CHECK DEED OR GUARANTEE POLICY FOR BUILDING LINE OR EASEMENT RESTRICTIONS NOT SHOWN ON PLAT OF SURVEY. COMPARE POINTS BEFORE BUILDING.

PLAT OF SURVEY

LOTS 75 AND 76, IN S 1/2 SECTION 11, IN TOWNSHIP 15 NORTH AND OF RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 20, 1918, IN PLAT BOOK 17, PAGE 17, AS DOCUMENT NO. 19911, DEWELL COUNTY, ILLINOIS

1813 BROADWAY STREET
CREST HILL, IL

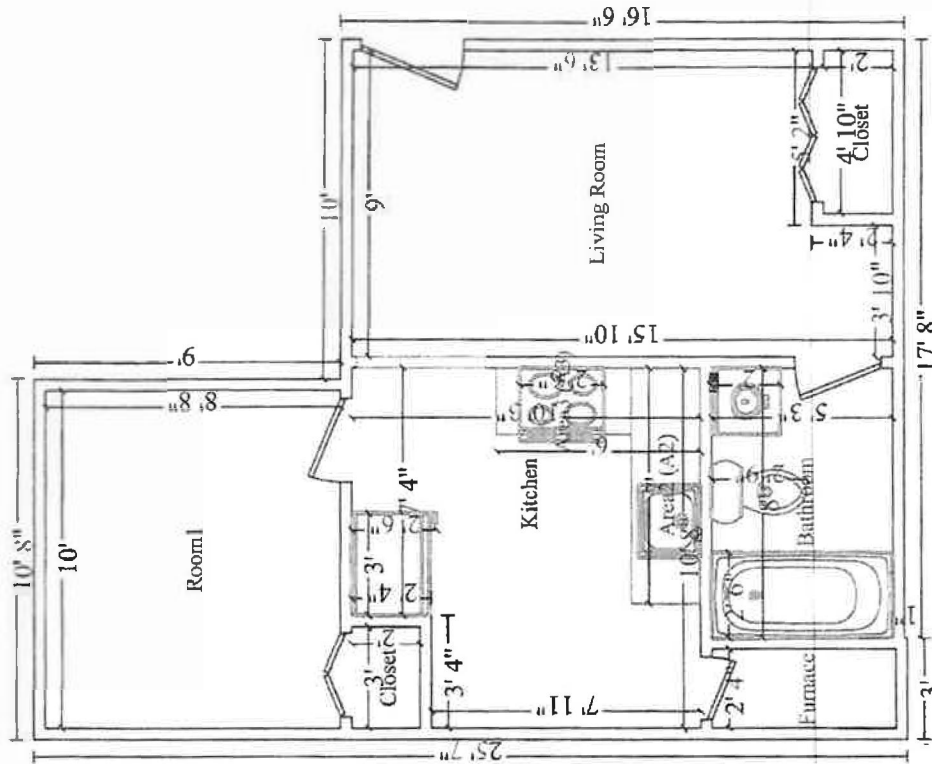
PROPOSED SITEPLAN



<p>COMMUNITY SURVEY INC. 81 N. CHICAGO STREET, SUITE 207 JULIET, IL 60432</p> <p>(HIS) 722-9095 (HIS) 722-9096 FAX FAX 722-9096, 09/12/2021</p> <p>REGISTRATION NO. 1214-0452</p> <p>CHECK THE PROFESSIONAL POLICY NUMBER OF THE SURVEYOR EVIDENCE OF THE PROFESSIONAL POLICY NUMBER OF THE SURVEYOR COVERAGE NUMBER OF THE SURVEYOR</p>	<p>WE, COMMUNITY SURVEY INC., DO HEREBY CERTIFY THAT WE WILL COMPLY WITH THE ILLINOIS SURVEYING ACT AND THE ILLINOIS SURVEYING BOARD'S RULES AND REGULATIONS. THIS PROFESSIONAL SERVICE CONTAINS TO THE BEST OF OUR KNOWLEDGE AND BELIEF ALL NECESSARY INFORMATION FOR A BOUNDARY SURVEY.</p> <p>SURVEY NUMBER 20-27221</p> <p><i>K. W. Vidovich</i> KENNETH W. VIDOVICH PROFESSIONAL LAND SURVEYOR NO. 3108 JULIET, ILLINOIS</p>
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Exhibit G
Sketch

Unit A



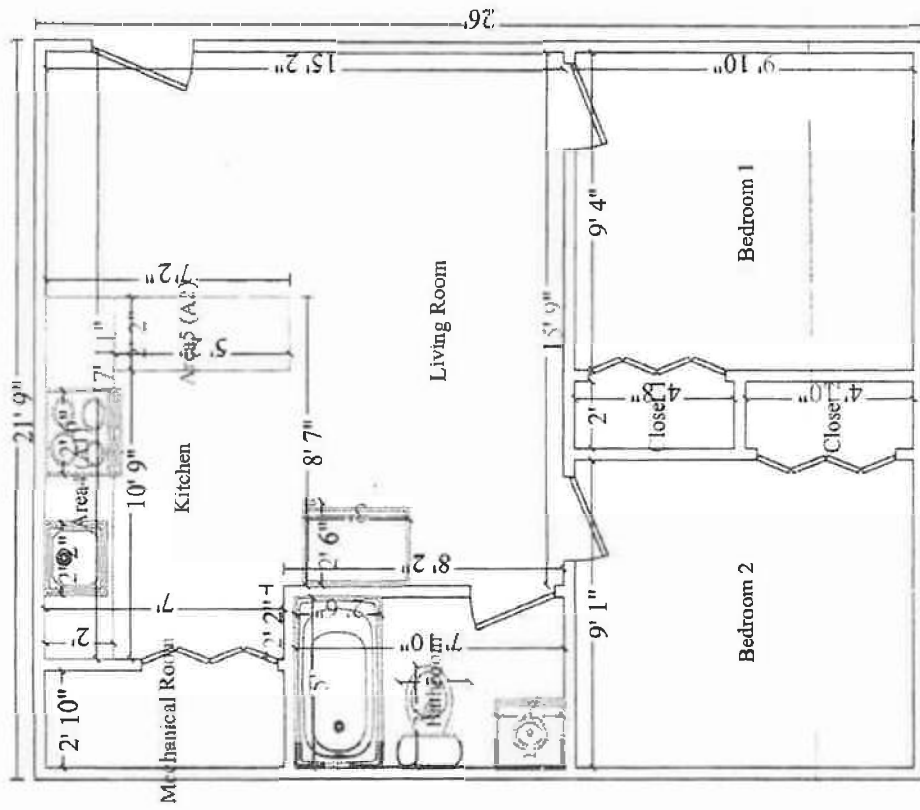
Unit A

Page: 2

11/1/2024

1813 N BROADWAY_CRES

Sketch



Unit B

Page: 3

11/1/2024

Item 5.

1813 N BROADWAY_CRES

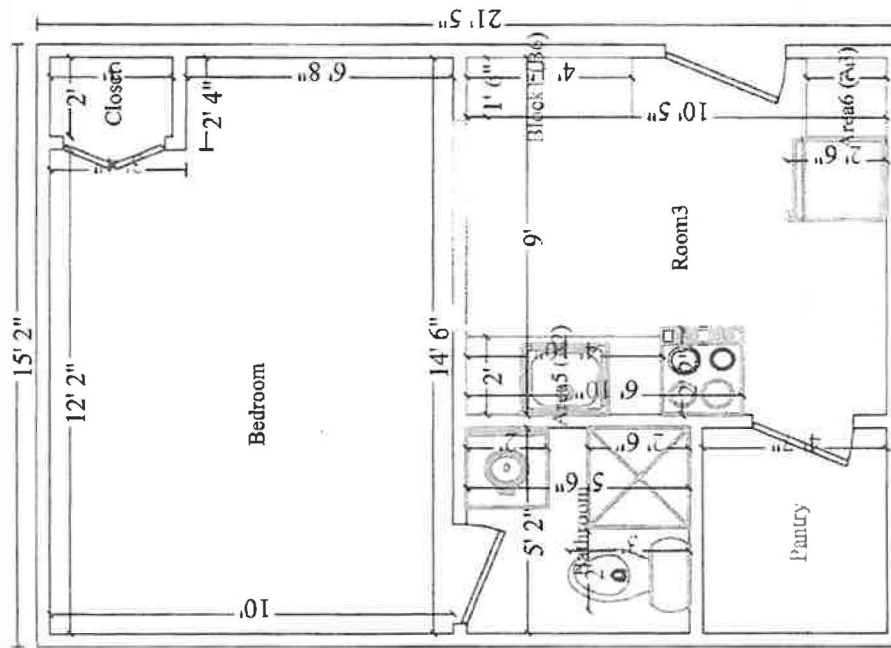
Unit C

11/4/2024



Unit D

Sketch



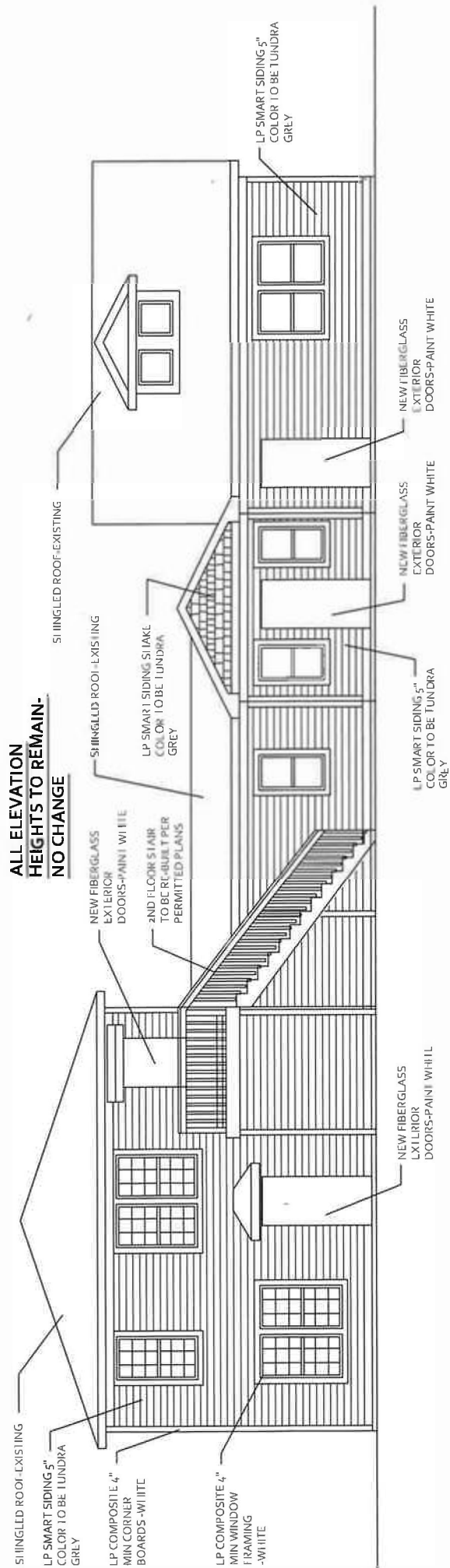
Unit D

Page: 5

11/4/2024

1813 N BROADWAY CRES

Exhibit H



1813 BROADWAY ST
CREST HILL, IL

PROPOSED ELEVATIONS FOR VARIANCE/SPECIAL APPROVALS

LANDSCAPE PLAN

SCALE 1"=10'-0"

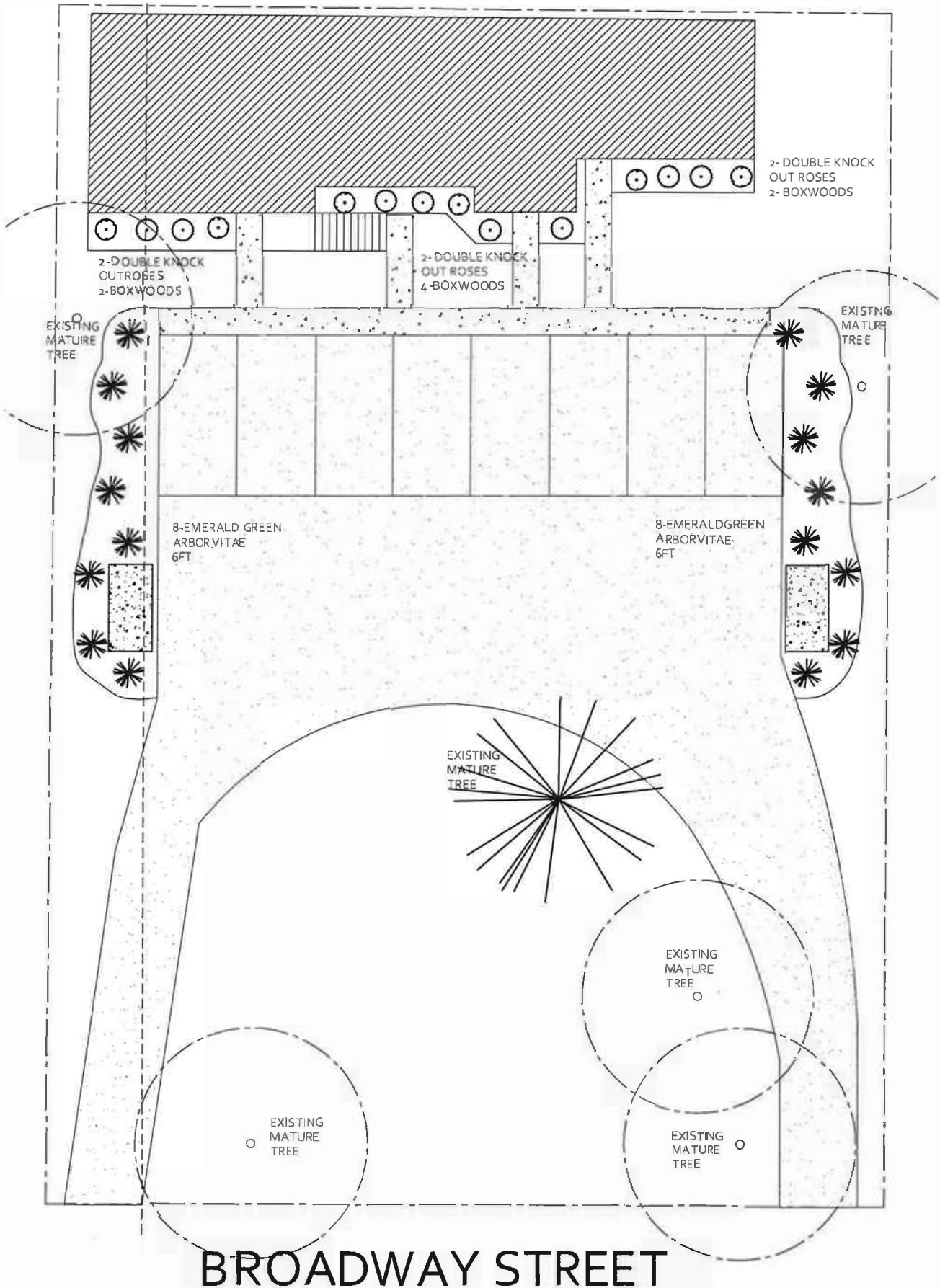


EXHIBIT C

Unconditional Agreement and Consent

UNCONDITIONAL AGREEMENT AND CONSENT

TO: The City of Crest Hill, Illinois ("**City**"):

WHEREAS, A & J REHAB PROPERTIES (the "**Owner**") is the owner of that certain real property commonly known as 1813 N. Broadway Street in Crest Hill, Illinois, with PIN: 11-04-33-405-019-0000 (the "Subject Property") and has applied for and been granted certain variations from the City of Crest Hill Zoning Ordinance; and

WHEREAS, Ordinance No. _____, approved and passed by the Crest Hill City Council on July 7, 2025, ("the **Ordinance**"), approved certain variations to the Crest Hill Zoning Ordinance, subject to eight (8) conditions; and

WHEREAS, Section 4 of the Ordinance provides, among other things, that the Ordinance shall not take effect, and subject to repeal unless and until the Owner has executed, within 60 days following the passage of the Ordinance, this Unconditional Agreement and Consent to accept and abide by all the terms, conditions, and limitations set forth in the Ordinance.

NOW, THEREFORE, the Owner does hereby agree, and covenant as follows:

1. The Owner hereby unconditionally agrees to, accepts, consents to, and will abide by all terms, conditions, limitations, restrictions, and provisions of the Ordinance.
2. The Owner acknowledges that all required public notices and hearings have been properly given and held with respect to the application process and passage of the Ordinance, understands and has considered the possibility of revocation or repeal of the Ordinance as a result of violation of its terms or failure to abide by the conditions set forth in the Ordinance, and agrees, covenants and warrants that it will not challenge any such revocation on the basis of any procedural infirmity or a denial of any procedural right, provided that the City will provide the Owner with written notice of the City's intent to Repeal or Revoke the Ordinance.
3. The Owner acknowledges and agrees that the City shall not be in any way liable for any damages or injuries that may be sustained as a result of the City's granting of the Variations or its passage of the Ordinance, and that the City's approvals do not, and will not, in any way be deemed to insure the Owner against damage or injury of any kind at any time.
4. The Owner hereby agrees to release, defend, indemnify and hold harmless the City of Crest Hill, its corporate authorities, elected and appointed officials, officers, employees, agents, representatives, and attorneys from any and all claims that may, at any time, be asserted against them in connection with (a) the City's review and approval of any plans and issuance of any permits, (b) the City's passage of the Ordinance, and (c) the maintenance and use of the Property as authorized by the Ordinance.
5. The undersigned is an authorized representative of the Owner duly authorized and empowered to execute this Unconditional Agreement and Consent on behalf of the Owner.

[Signature page to follow]

OWNER: A & J REHAB PROPERTIES

By: _____

Its: _____

SUBSCRIBED and **SWORN** to before me
this _____ day of _____, 2025.

Notary Public



City Council Agenda Memo

Crest Hill, IL

Meeting Date:	June 23, 2025
Submitter:	Patrick Ainsworth, AICP Community and Economic Development Director
Department:	Community & Economic Development
Agenda Item:	Discussion and Consideration of a Special Use and Variation Application for 1800 Dearborn Street

Summary:

Redemption Hour Ministry (the "Applicant") appeared before the Plan Commission (PCZBA) on June 12, 2025, requesting a Special Use Permit and Variations for the reactivation of the existing building at 1800 Dearborn Street (the "Subject Property") to be used as a church which is shown in the map below.



The Subject Property is shown above and currently zoned R-1 Single Family Residence District.

The Subject Property encompasses a vacant, 9,400 square foot building and an off-street parking lot with 50 parking spaces. The Catholic Diocese of Joliet is the current property owner and is proposing to sell the property to the Applicant for the use of a church. To reactivate the Subject Property, the Applicant must obtain a Special Use Permit for a Church and several Variations to help maintain the existing building and parking lot. This application went before the Plan Commission/Zoning Board of Appeals (PCZBA) at the June 12, 2025, meeting and after the Applicant presented the case to the PCZBA, the PCZBA made a favorable recommendation on the new Special Use Permit and Variation requests.

The recommendation from the PCZBA included the following 6 (six) conditions:

1. The Applicant shall abide by the drawings submitted with this case and are identified below, unless otherwise noted in the remaining conditions:
 - a. Drawing A0.5 – Existing Site Plan – last dated 6.3.2025
 - b. Drawings A1.0 and A1.1 – Existing Floor Plan - dated 3.15.2025
2. Arrows and parking lot signage be added to the paved parking area dictating the direction of traffic for vehicles to ensure safety on the property. The arrow improvements and signage shall be provided to staff for review prior to occupying the principal building.
3. The four pews identified in the drawings labeled for removal within the main worship area shall be removed prior to occupying the building.
4. A trash enclosure shall be constructed by December 31, 2025, or sooner. A permit must first be obtained, and the trash enclosure shall comply with all applicable regulations.
5. The subject parking lot shall be repaved by June 12, 2026, or sooner. A permit must first be obtained prior to repaving the parking lot.
6. All conditions made with this Ordinance shall be transferred to any new property owner.

Recommended Council Action: Community Development staff recommends that the City Council allow the subject Ordinance to go on the July 7, 2025, Regular Meeting Agenda for final consideration.

Attachments:

- Attachment A - June 12, 2025 DRAFT Plan Commission Meeting Minutes
- Attachment B - Special Use Ordinance (with associated Exhibits)

MINUTES OF THE CREST HILL PLAN COMMISSION

The June 12, 2025, Plan Commission meeting was called to order by Chairman Bill Thomas, at 7:00 p.m. in the Council Chambers of the City Center, 20600 City Center Boulevard, Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Roll call indicated the following present: Chairman Bill Thomas, Commissioner Ken Carroll, Commissioner Cheryl Slabozeski, Commissioner Jeff Peterson, Commissioner Gordon Butler.

Also present were: Community & Economic Development Director Patrick Ainsworth, Community Development Consultant Ron Mentzer, City Attorney Mike Stiff, Executive Secretary Samantha Tilley.

Absent were: Commissioner Marty Flynn, Commissioner John Stanton.

Chairman Thomas welcomed Gordon Butler back to the Planning Commission for a second time. He introduced Mike Stiff as the City Attorney, Pat Ainsworth as the Economic and Community Development Director, and Ron Mentzer as the Economic and Community Development Consultant. He also introduced Samantha Tilley as the Executive Director.

APPROVAL OF MINUTES: Chairman Thomas asked for a motion to approve the minutes from the Special Plan Commission meeting held on April 24, 2025, for Commission approval.

(#1) Motion by Commissioner Carroll seconded by Commissioner Peterson, to approve the minutes from the Special Plan Commission meeting held on April 24, 2025.

On roll call, the vote was:

AYES: Commissioners Carroll, Peterson, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

PUBLIC HEARING: Chairman Bill Thomas presented case number V-25-1-6-1, Request of A & J Rehab Properties for the approval variations from various sections of the Crest Hill Zoning Ordinance and the City Code of Ordinances that would allow the existing four-unit apartment building on the 13,374 square foot, R-3 Multi-Family District zoned property located at 1813 N. Broadway Street in Crest Hill, Illinois to be renovated and numerous existing non-conforming conditions to remain on this property post completion of the apartment building renovation project.

Chairman Thomas asked if the paperwork is in order. The necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing on Case Number V-25-1-6-1.

(#2) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to open a public hearing on case number V-25-1-6-1.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Carroll, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:03 p.m.

Chairman Thomas asked the Community Development Consultant Ron Mentzer to present the specifics on this case.

Consultant Mentzer provided a comprehensive overview of the case, which involved a request from A & J Rehab Properties for approval of variations from various sections of the Crest Hill Zoning Ordinance and City Code of Ordinances for the property located at 1813 N. Broadway Street. A & J Rehab Properties is aiming to renovate the existing four-unit apartment building while maintaining numerous existing non-conforming conditions.

Consultant Mentzer detailed the property's history, dating back to the 1920s, originally developed before the City of Crest Hill was incorporated. Over time, this property evolved into what is currently a unique multi-family building on the only multi-family zoned property along this segment of Broadway Street.

The applicant, represented by BR Design and Architecture, purchased the property in a state of disrepair and after the City had posted the property "Not Approved for Occupancy" due to deplorable conditions. They initiated renovations, during which they discovered the central section of the building was structurally unsound, which led them to demolish this section of the building.

Consultant Mentzer highlighted the proposed improvements for the property, including reducing the impervious surface area, paving the driveway, and parking spaces—a compliance measure with the City's current regulations—and complying with landscape planting requirements. Additional improvements include constructing one or two enclosed refuse areas and installing downward-focused illumination for parking spaces.

Moreover, Consultant Mentzer discussed the variations being requested. These include maintaining existing setbacks, unit sizes, and other non-conforming conditions that if not allowed to continue, would require extensive rebuilding in order to comply with current codes, which are not deemed feasible or economically viable for the applicant.

Chairman Thomas asked the representative for the applicant to approach the podium and be sworn in.

Brian Gould, representing BR Design and Architecture, emphasized the property owner's vested interest in the community, given Mr. Cruz's (property owner) business interests close to the subject

property. Mr. Gould detailed that the triggered need for variances stemmed predominantly from the demolition decision, a step taken to ensure structural integrity and safety.

Chairman Thomas asked the commissioners if anyone had a comment or question.

Commissioners engaged Mr. Brian Gould with questions surrounding garbage stations on the property. Mr. Gould clarified that while two garbage corrals were initially planned, the exact number would be tailored based on the emerging refuse disposal needs and vendor input.

Chairman Thomas asked if anyone in the audience would like to make a public comment. There were none.

Chairman Thomas asked for a Motion to Close the Public Hearing on Case Number V-25-1-6-1.

(#3) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to close the public hearing on case number V-25-1-6-1.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Butler, Carroll, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 7:27 p.m.

Chairman Thomas commented that the home was built in 1920 before Crest Hill was even a City and it is a unique situation and if the City had told the owner to tear it down and start over the owner probably would not have done that because of the expense and that would not be a good thing for Crest Hill or that neighborhood. He also said after the rehab is complete this will enhance the neighborhood. Chairman Thomas then asked the applicant, Mr. Cruz, if he has seen and agreed to the eight (8) conditions and Mr. Cruz stated that he agrees to the eight (8) conditions.

Chairman Thomas asked for a motion to approve the recommendation of case number V-25-1-6-1, the Request of A & J Rehab Properties for the approval variations from various sections of the Crest Hill Zoning Ordinance and the City Code of Ordinances that would allow the existing four-unit apartment building on the 13,374 square foot, R-3 Multi-Family District zoned property located at 1813 N. Broadway Street in Crest Hill, Illinois to be renovated and numerous existing non-conforming conditions to remain on this property post completion of the apartment building renovation project, subject to the applicant's compliance with the eight (8) conditions – outlined in the June 12, 2025 Plan Commission Staff Report for this application.

(#4) Motion by Commissioner Butler seconded by Commissioner Peterson, to approve the recommendation of case number V-25-1-6-1, the Request of A & J Rehab Properties for the approval variations from various sections of the Crest Hill Zoning Ordinance and the City Code of Ordinances that would allow the existing four-unit apartment building on the 13,374 square foot, R-3 Multi-Family District zoned property located at 1813 N. Broadway Street in Crest Hill, Illinois to be renovated and numerous existing non-conforming conditions to remain on this

property post completion of the apartment building renovation project, subject to the applicant's compliance with the following eight (8) conditions:

1. Remove existing private concrete stairs that connect to the public sidewalk along the west side of Broadway St. and restore disturbed area with grass.
2. Obtain a building permit and construct new refuse container enclosures in the locations reflected on Proposed Site Plan (Staff Report Exhibit F). The design of these enclosures shall comply with applicable City design requirements.
3. Reside and trim all four sides of the 4-unit building with LP Smart Siding composite trim and shake shingle accent details in substantial conformance with the Proposed Elevation Plan (Staff Report Exhibit H).
4. Obtain a building permit and pave the proposed driveway/parking improvements on the property in substantial conformance with the location and dimensions reflected on Proposed Site Plan (Staff Report Exhibit F). The design and striping of these improvements shall comply with applicable City design requirements.
5. Install new "One-Way Entrance" and One-Way Exit" Directional signs on the Subject Property at each private driveway connection to Broadway Street.
6. Restore Disturbed areas on the site that will not be covered with structures or pavement with topsoil and grass or mulch.
7. Install and maintain the landscaping reflected on the proposed Landscape Plan (Staff Report Exhibit I)
8. Amend existing building permit for the building renovation project to accommodate the installation of building mounted light fixtures that would illuminate the proposed parking spaces in front of the building. Cut sheets and mounting details for said fixtures shall be provided in the building permit amendment submittal. Said light fixtures shall be flat glass fixtures mounted so the lens of the fixture is oriented parallel to the ground surface below. "Flood lights" designed and mounted to project light perpendicular to the ground surface are prohibited.

On roll call, the vote was:

AYES: Commissioners Butler, Peterson, Carroll, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

Chairman Thomas informed the applicant that the Plan Commission is only a recommendation body and that the City Council would discuss the Plan Commission's recommendation on this case at their work session meeting on June 23, 2025.

PUBLIC HEARING: Chairman Bill Thomas presented case number SU-25-3-6-1, the Request from Redemption Hour Ministry (the Applicant), is seeking approval of a special use permit and variations to reactivate the existing subject building for a Church in the R-1, Single Family Residence District zoning property located at the northeast corner of Dearborn Street and Ludwig Avenue with the specific address of 1800 Dearborn Street in Crest Hill, Illinois. The variations being requested are related to bringing the existing conditions of the property into compliance in

relation to the Crest Hill Zoning Ordinance. No major exterior modifications are being requested with this application.

Chairman Thomas asked if the paperwork is in order. The necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing on Case Number SU-25-3-6-1. (#5) Motion by Commissioner Peterson seconded by Commissioner Carroll, to open a public hearing on case number SU-25-3-6-1.

On roll call, the vote was:

AYES: Commissioners Peterson, Carroll, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:34 p.m.

Chairman Thomas asked the Community & Economic Development Director Patrick Ainsworth to present the specifics on this case.

Director Ainsworth presented the case, conveying that the request was from Redemption Hour Ministry for a special use permit and variations necessary to repurpose the structure at 1800 Dearborn Street for a church within the R-1 Single Family Residence District. The property includes a 9,400-square-foot building on a 45,900-square-foot lot, historically serving as a church and known for its stained-glass windows and architectural style, all which Redemption Hour Ministry intends to preserve. He relayed the property's historical context, highlighting its current ownership by the Catholic Archdiocese of Joliet, which ended operations in 2024. Redemption Hour Ministry aims to utilize the site for its worship activities. There are five requests for variations for the existing property, they are not modifying anything, but we are asking for them to add a trash enclosure. The five requests for variations for their existing property are:

- 1) Table 1 – Zoning District and Standards for Residential Districts – Maximum Lot Coverage – Variation of 9% of the Lot Coverage is being requested for a total allowed lot coverage of 59%.
 - A trash enclosure is required for this property which will slightly increase the total lot coverage for the subject property.
- 2) Section 11.8-5 - Off-Street Parking – Variation of five (5) parking spaces is being requested.
- 3) Section 11.4-1 – Parking Configurations – Variation to maintain the current aisle width at 17 feet and four inches instead of the twenty-six feet required is being requested.
- 4) Section 11.5-3 – Parking Adjacent to Residential – A 10-foot landscaped area needs to be provided in the required side and rear yards to help separate the parking lot from adjacent residential properties. This property is currently improved with an existing parking lot that does not contain landscaped areas in the rear and side yards.
- 5) Section 11.6-2 - Screening and Landscaping - The removal of parking spaces to install landscape islands would reduce the number of parking spaces provided. As such, a request is being made to eliminate the requirement for landscape islands in order to maintain the existing number of parking spaces on-site.

Chairman Thomas asked the representatives for the applicant to approach the podium to present their case and be sworn in.

Representing Redemption Hour Ministry were Reverend Henry Amegatcher and Attorney Alena Jotkas who both affirmed their intent to tell the truth. Rev. Amegatcher delivered an in-depth presentation concerning the church's background, intentions, and future plans for the property, stressing preservation of the stained-glass windows and the architectural integrity. Rev. Amegatcher articulated the church's mission to fulfill spiritual and physical needs of society, committing to furthering societal value. Serving approximately seventy congregants, the church intends to use the multi-purpose hall to host activities excluding alcohol consumption, consistent with its tenets.

Chairman Thomas asked if anyone in the audience would like to make a public comment.

Residents like Christine Vershay-Hall and Ray Semplinski raised questions about church operations, including their impact on local parking and community integration. Rev. Amegatcher clarified that the Ministry practices street evangelism within designated areas without door-to-door approaches, ensuring non-invasive interaction. Their provision of counseling encompasses youth support, family services, marriage counseling, and education, extending beyond merely spiritual advice. The church aims to enhance well-being by offering services such as GED training and financial education, aligning with their mission to set captives free mentally and physically.

Maureen Harton, former General Counsel for the Diocese of Joliet, approached the podium and was sworn in. Ms. Harton endorsed the application, underlining the importance of a sustained religious presence supported by the diocese. She referenced data depicting street parking customs during services, consistent with when the property operated as St. Anne's Church. She noted that, when comparing the former St. Anne's activities and attendance, to the facts stated in the Applicant's content, the buyer's activities will involve less people than when St. Anne's was activated under the Diocese of Joliet.

Chairman Thomas asked if any commissioners had any questions or comments.

Commissioners, including Commissioner Slabozeski, inquired regarding operational facets such as fundraising and cultural event utilization. Rev. Amegatcher clarified that fundraising would center on traditional contributions and offerings primarily collected online. Additionally, he assured compliance with community standards, avoiding noise disturbances during events.

Genny Moore, a resident, approached the bench and was sworn in. Ms. Moore commented that they are excited to hear that it may open as a church but was concerned that the presentation stated that they would be sheltering the homeless. Reverend Amegatcher commented that there would be no sheltering the homeless, it is more serving the homeless, a quarterly service in helping the homeless with hygiene items out in the community, not at the subject property.

Chairman Thomas asked for a Motion to Close the Public Hearing on Case Number SU-25-3-6-1.

(#6) Motion by Commissioner Carroll seconded by Commissioner Slabozeski, to close the public hearing on case number SU-25-3-6-1.

On roll call, the vote was:

AYES: Commissioners Carroll, Slabozeski, Butler, Peterson, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 8:21 p.m.

Chairman Thomas pointed out a discrepancy in the parking evaluation document, suggesting efforts to rectify prior to presentation to the City Council.

Chairman Thomas asked Reverend Amegatcher if he has reviewed the six (6) condition and have agreed to the conditions and Reverend Amegatcher commented that he accepts and understands the six (6) conditions.

Chairman Thomas asked for a motion to approve the recommendation of case number SU-25-3-6-1, a Request of Redemption Hour Ministry (the Applicant), is seeking approval of a special use permit and variations to reactivate the existing subject building for a Church in the R-1, Single Family Residence District zoning property located at the northeast corner of Dearborn Street and Ludwig Avenue with the specific address of 1800 Dearborn Street in Crest Hill, Illinois. The variations being requested are related to bringing the existing conditions of the property into compliance in relation to the Crest Hill Zoning Ordinance. No major exterior modifications are being requested with this application. The approval is based on six (6) conditions.

(#7) Motion by Commissioner Peterson seconded by Commissioner Carroll, to approve the recommendation of case number SU-25-3-6-1, a Request of Redemption Hour Ministry (the Applicant), is seeking approval of a special use permit and variations to reactivate the existing subject building for a Church in the R-1, Single Family Residence District zoning property located at the northeast corner of Dearborn Street and Ludwig Avenue with the specific address of 1800 Dearborn Street in Crest Hill, Illinois with the following six (6) conditions:

1. The Applicant shall abide by the drawings submitted with this case and are identified below, unless otherwise noted in the remaining conditions:
 - a. Drawing A0.5 – Existing Site Plan – last dated 6.3.2025.
 - b. Drawings A1.0 and A1.1 – Existing Floor Plan - dated 3.15.2025.
2. Arrows and parking lot signage be added to the paved parking area dictating the direction of traffic for vehicles to ensure safety on the property. The arrow improvements and signage shall be provided to staff for review prior to occupying the principal building.
3. The four pews identified in the drawings labeled for removal within the main worship area shall be removed prior to occupying the building.
4. A trash enclosure shall be constructed by December 31, 2025, or sooner. A permit must first be obtained, and the trash enclosure shall comply with all applicable regulations.
5. The subject parking lot shall be repaved by June 12, 2026, or sooner. A permit must first be obtained prior to repaving the parking lot.

6. All conditions made with this Ordinance shall be transferred to any new property owner.

On roll call, the vote was:

AYES: Commissioners Peterson, Carroll, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

Chairman Thomas informed the applicant that the Plan Commission is only a recommendation body and that the City Council would hear their case at the work session on June 23, 2025, and have an official vote.

PUBLIC HEARING: Chairman Bill Thomas presented case number TXT-25-1-6-1, regarding amendments to the Crest Hill Zoning Ordinance – the applicant is the City of Crest Hill. The amendments to the Crest Hill Zoning Ordinance would modify the following sections: Section 2 Definitions, Section 8 General Standards and Regulations of Uses, Section 11 Off Street Parking and Loading, Table 4 Index of Permitted & Special Uses: Non-Residential Uses, and other possible sections. The proposed text amendment will add or amend the following aspects of the Zoning Ordinance: defining Motor Vehicles, definition, land use concept and regulations for Junkyard, Motor Vehicle Salvage Yard, Bus, Truck, Tractor and Boat Storage Yard, Architectural Salvage Facility, Storage Garage, Contractor and Landscaping Based Business, Barber Shop/Beauty Parlor/Salon, Alternative Beauty and Personal Services, Fire Arm Sales, Off-Premise FFL Transfer Businesses, Firearm Manufacturer, amongst other possible topics.

Chairman Thomas asked if the paperwork is in order. The necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing on Case Number TXT-25-1-6-1.

(#8) Motion by Commissioner Carroll seconded by Commissioner Slabozeski, to open a public hearing on case number TXT-25-1-6-1.

On roll call, the vote was:

AYES: Commissioners Carroll, Slabozeski, Butler, Peterson, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 8:35 p.m.

Chairman Thomas asked the Community & Economic Development Director Patrick Ainsworth to present the specifics on this case.

The applicant for this case is the City of Crest Hill Community Development Department, seeking approval for proposed text amendments to the Crest Hill Zoning Ordinance. Director Ainsworth presented the proposed amendments, emphasizing how these changes were designed to update and clarify definitions and regulations for four categories of land uses: motorized vehicle storage and salvage related activities, contractor and landscaping based businesses.

Director Ainsworth detailed each category's proposed changes, starting with the motorized vehicle storage and salvage-related activities. These amendments include modifying definitions, reevaluating permitted uses, and adding specific conditions for special use permits within various zoning districts. Director Ainsworth explained that the amendments aim to create clear guidance for the City and potential business owners, helping streamline processes and ensure alignment with current community standards.

For contractors and landscaping-based businesses, Director Ainsworth noted that the amendments propose new definitions to clearly classify these businesses, addressing existing ambiguities. The revised zoning code would more accurately reflect the type and scope of such businesses permitted within Crest Hill, providing a structured framework for business operations. This includes certain allowances in the B-3 district, requiring special use permits to accommodate specific circumstances while maintaining community integrity.

In the category of beauty and personal service-related businesses, the amendments introduce precise definitions and stipulations to regulate emerging trends and services. Director Ainsworth expressed that these clarifications would support business compliance with state licensing requirements and local standards, such as the inclusion of alternative beauty services that were not previously defined.

The firearm-related business amendments were approached with careful consideration of constitutional rights, setting specific geographical restrictions to prevent proximity to sensitive areas like schools, parks, and residential zones. Director Ainsworth presented maps illustrating potential locations for firearm-related businesses under the proposed zoning ordinances, featuring a 150-foot buffer zone to safeguard community interests.

Chairman Thomas thanked and commended Director Ainsworth, Consultant Mentzer, and Attorney Stiff for cleaning up the zoning and commented that this will be great for the next generation to come.

Consultant Mentzer contributed additional remarks, highlighting the significance of these amendments in creating a transparent and coherent zoning framework. Consultant Mentzer also explained the challenges faced by city staff and business owners due to previous ambiguities in the zoning ordinance. The clarifications introduced in these amendments would substantially benefit administrative processes and the decision-making framework for potential developers and business operators within Crest Hill.

Commissioner Carroll thanked them as well for making his job easier in the great staff reports they give with all the information provided.

Chairman Thomas asked if there was any one in the audience who would like to comment or ask a question. There were none.

Chairman Thomas asked for a Motion to Close the Public Hearing on Case Number TXT-25-1-6-1.

(#9) Motion by Commissioner Carroll seconded by Commissioner Peterson, to close the public hearing on case number TXT-25-1-6-1.

On roll call, the vote was:

AYES: Commissioners Carrol, Peterson, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

Chairman Thomas asked for a motion to approve the recommendation regarding amendments to the Crest Hill Zoning Ordinance – the applicant is the City of Crest Hill. The amendments to the Crest Hill Zoning Ordinance would modify the following sections: Section 2 Definitions, Section 8 General Standards and Regulations of Uses, Section 11 Off Street Parking and Loading, Table 4 Index of Permitted & Special Uses: Non-Residential Uses, and other possible sections. The proposed text amendment will add or amend the following aspects of the Zoning Ordinance: defining Motor Vehicles, definition, land use concept and regulations for Junkyard, Motor Vehicle Salvage Yard, Bus, Truck, Tractor and Boat Storage Yard, Architectural Salvage Facility, Storage Garage, Contractor and Landscaping Based Business, Barber Shop/Beauty Parlor/Salon, Alternative Beauty and Personal Services, Fire Arm Sales, Off-Premise FFL Transfer Businesses, Firearm Manufacturer, amongst other possible topics.

(#10) Motion by Commissioner Carroll seconded by Commissioner Butler, to approve the recommendation regarding amendments to the Crest Hill Zoning Ordinance – the applicant is the City of Crest Hill. The amendments to the Crest Hill Zoning Ordinance would modify the following sections: Section 2 Definitions, Section 8 General Standards and Regulations of Uses, Section 11 Off Street Parking and Loading, Table 4 Index of Permitted & Special Uses: Non-Residential Uses, and other possible sections. The proposed text amendment will add or amend the following aspects of the Zoning Ordinance: defining Motor Vehicles, definition, land use concept and regulations for Junkyard, Motor Vehicle Salvage Yard, Bus, Truck, Tractor and Boat Storage Yard, Architectural Salvage Facility, Storage Garage, Contractor and Landscaping Based Business, Barber Shop/Beauty Parlor/Salon, Alternative Beauty and Personal Services, Fire Arm Sales, Off-Premise FFL Transfer Businesses, Firearm Manufacturer, amongst other possible topics.

On roll call, the vote was:

AYES: Commissioner Carroll, Butler, Slabozeski, Peterson, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

Chairman Thomas informed the applicant that the Plan Commission is only a recommendation body and that the City Council would hear their case at the work session on June 23, 2025, and have an official vote.

OTHER BUSINESS: Chairman Thomas initiated the annual reorganization of the Plan Commission Officers. He commented that this is to re-elect the officers of the Plan Commission.

Commissioner Carroll recommended to reappoint Bill Thomas as the Chairman of the Plan Commission.

(#11) Motion by Commissioner Carroll seconded by Commissioner Slabozeski, to reappoint Bill Thomas as the Chairman of the Plan Commission. *No roll call was taken.

Chairman Thomas recommended to reappoint Ken Carroll as Vice-Chairman of the Plan Commission.

(#12) Motion by Chairman Thomas seconded by Commissioner Slabozeski, to reappoint Ken Carroll as the Vice-Chairman of the Plan Commission. *No roll call was taken.

Executive Secretary Samantha Tilley asked to do a roll call and Chairman Thomas stated that he would do one roll call at the end.

Chairman Thomas then recommended to appoint Cheryl Slabozeski as Secretary of the Plan Commission.

(#13) Motion by Chairman Thomas seconded by Commissioner Butler, to appoint Cheryl Slabozeski as the Secretary of the Plan Commission. * No roll call was taken.

Chairman Thomas then stated that the Plan Commission Officers are, as follows:

Bill Thomas, Chairman
Ken Carroll, Vice-Chairman
Cheryl Slabozeski, Secretary

Chairman Thomas then asked if anyone had any other business. There was none.

Executive Secretary Samantha Tilley asked if there would be a roll call since motions were taken on the reorganization. Chairman Thomas commented that one roll call was done for all three. Attorney Stiff asked if the motion made was for all three. Chairman Thomas stated that yes it was for all three.

**(After talking to the attorney at the end of the meeting, no roll call was called, and the reorganization will be continued to the next meeting).

PUBLIC COMMENTS: There were no public comments.

There being no further business before the Commission, a motion for adjournment was in order.

(#14) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to adjourn the April 24, 2025, Plan Commission meeting.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Carroll, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED

The meeting was adjourned at 9:02 p.m.

As approved this _____ day of _____, 2025.

As presented _____

As amended _____

BILL THOMAS, COMMISSION CHAIRMAN

DRAFT

ORDINANCE NO. _____

AN ORDINANCE APPROVING A SPECIAL USE PERMIT TO REACTIVATE A CHURCH USE AND FOR MULTIPLE VARIATIONS TO THE CREST HILL ZONING ORDINANCE WITH RESPECT TO CERTAIN REAL PROPERTY LOCATED AT 1800 DEARBORN STREET IN CREST HILL, ILLINOIS (APPLICATION OF REDEMPTION HOUR MINISTRY)

WHEREAS, the City Council of the City of Crest Hill has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/11-13-5 (the “Code”) authorizes the corporate authorities to “vary their application in harmony with their general purpose and intent and in accordance with general or specific rules therein contained in cases where there are practical difficulties or particular hardship in the way of carrying out the strict letter of any of those regulations relating to the use, construction, or alteration of buildings or structures or the use of land;” and

WHEREAS, the Code states that a variation shall be permitted only upon the finding of certain requirements listed in the Code; and

WHEREAS, the City of Crest Hill (“City”) has enacted procedures, requirements, and standards for variations from its Zoning Requirement in Section 12.6-2 of the Crest Hill Zoning Ordinance; and

WHEREAS, the Applicant, Redemption Hour Ministry (“Applicant”) is the contract purchaser of certain property currently owned by the Diocese of Joliet (“Owner”) located within the corporate boundaries of the City of Crest Hill, with PIN number (11-04-33-315-001-0000 and commonly known as 1800 Dearborn Street in the City of Crest Hill, Illinois (“Subject Property”); and

WHEREAS, the Subject Property is presently zoned R-1 (single family residential) and is legally described on Exhibit A to the Plan Commission Findings and Decision attached hereto and fully incorporated herein; and

WHEREAS, on or about May 12, 2025, Applicant submitted an Application for Development (“Application”) to the City seeking, *inter alia*, the following zoning relief:

1. To Reactivate the use of the property as a church in a residential zoning district on the property bearing PIN 11-04-33-315-001-0000, which was formerly used as St. Anne’s Catholic Church by the Diocese of Joliet; and
2. Table 1 – Zoning District and Standards for Residential Districts – Maximum Lot Coverage – Variation of 9% of the Lot Coverage is being requested for a total allowed lot coverage of 59%.

- a. A trash enclosure is required for this property which will slightly increase the total lot coverage for the subject property.
3. Section 11.8-5 - Off-Street Parking – Variation of five (5) parking spaces is being requested.
4. Section 11.4-1 – Parking Configurations – Variation to maintain the current aisle width at 17 feet and four inches instead of the 26 feet required is being requested.
5. Section 11.5-3 – Parking Adjacent to Residential – A 10-foot landscaped area needs to be provided in the required side and rear yards to help separate the parking lot from adjacent residential properties. This property is currently improved with an existing parking lot that does not contain landscaped areas in the rear and side yards.
6. Section 11.6-2 - Screening and Landscaping - The removal of parking spaces to install landscape islands would reduce the number of parking spaces provided. As such, a request is being made to eliminate the requirement for landscape islands to maintain the existing number of parking spaces on-site.

WHEREAS, in addition to the Application, the Owner submitted a written verification that it supports the Application.

WHEREAS, on June 12, 2025, the City of Crest Hill Plan Commission conducted a public hearing on the Application, due notice having been published and provided for the same, and at that time, the Plan Commission recommended conditional approval of the Application with a vote of 5 - 0, as stated in the Plan Commission's written Findings and Decision, which is attached hereto and fully incorporated herein; and

WHEREAS, the City Council has reviewed and concurred with the Plan Commission's Findings and Decision and hereby determines and declares that it is necessary, expedient, and in the best interests of the City and its citizens to approve the Application, subject to the six (6) enumerated conditions in the June 9, 2025 Crest Hill Plan Commission Staff Memorandum which is incorporated herein.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS, PURSUANT TO ITS STATUTORY AUTHORITY, AS FOLLOWS:

SECTION 1: The City Council hereby finds that all the recitals contained in the preamble to this Ordinance are true, correct, and complete and are hereby incorporated by reference hereto and made a part hereof.

SECTION 2: The City Council hereby approves the Application of Redemption Hour Ministry and grants to Redemption Hour Ministry the following:

1. A Special Use Permit to utilize the property bearing PIN 11-04-33-315-001-0000 as a Church subject to the six (6) conditions contained in the June 9, 2025 Crest Hill Plan Commission Staff Memorandum, attached as Exhibit B to the Plan Commission Findings and Decision attached hereto and incorporated herein; and

2. A Variation from Table 1 – Zoning District and Standards for Residential Districts – Maximum Lot Coverage – of 9% of the Lot Coverage Requirement of 50% for a total allowed lot coverage of 59%
 - a. A trash enclosure is required for this property which will slightly increase the total lot coverage for the subject property; and
3. A variation from Section 11.8-5 - Off-Street Parking – Variation of five (5) parking spaces is hereby granted.
4. A variation from Section 11.4-1 – Parking Configurations – Variation to maintain the current aisle width at 17 feet and four inches is hereby granted rather than the required 26 feet.
5. A variation from Section 11.5-3 – Parking Adjacent to Residential – A variation from the required 10-foot landscaped area in the side and rear yards to separate the parking lot from adjacent residential properties. This property is currently improved with an existing parking lot that does not contain landscaped areas in the rear and side yards, so no additional landscaping is required.
6. A variation from Section 11.6-2 - Screening and Landscaping – No landscape islands are required in the existing parking lot as required by Section 11.6-2 since it would further reduce the number of parking spaces provided.

SECTION 3: In the event that any provision or provisions, portion or portions, or clause or clauses of this Ordinance shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or impair the validity or enforceability of any of the remaining provisions, portions, or clauses of this Ordinance that may be given effect without such invalid or unenforceable provision or provisions, portion or portions, or clause or clauses.

SECTION 4: That all ordinances, resolutions, motions, or parts thereof, conflicting with any of the provisions of this Ordinance, are hereby repealed to the extent of the conflict.

SECTION 5: That the City Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION 6: This Ordinance shall be in full force and effect from and after the later occurring of (i) its passage, approval and publication in pamphlet form as provided by law and (ii) execution by the Applicant and the Owner of the “Unconditional Agreement and Consent” attached hereto and fully incorporated herein as Exhibit C. In the event that Exhibit C is not fully executed within sixty (60) days following the adoption of this Ordinance, this Ordinance shall thereafter be null and void and of no further legal effect and shall be deemed to have been automatically repealed and rescinded without any further action by the City Council or notice or hearing due to Redemption Hour Ministry.

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PASSED THIS 7TH DAY OF JULY, 2025.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo DiSerio	_____	_____	_____	_____
Alderdwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 7TH DAY OF JULY, 2025.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

BEFORE THE PLAN COMMISSION
OF THE CITY OF CREST HILL, ILLINOIS

IN RE:)	
)	
The application of Redemption Hour)	
Ministry)	No. SU-25-3-6-1
)	
For Special Use and Variations.)	

**FINDINGS AND DECISION OF THE
PLAN COMMISSION AS TO CASE NO. SU-25-3-6-1
THE APPLICATION REDEMPTION HOUR MINISTRY FOR A SPECIAL USE PERMIT FOR
A CHURCH USE AND MULTIPLE VARIATIONS FROM THE CITY OF CREST HILL
ZONING ORDINANCE FOR PROPERTY LOCATED AS 1800 DEARBORN STREET IN THE
CITY OF CREST HILL.**

THIS APPLICATION, coming before the Plan Commission for hearing and decision, and the Plan Commission having heard the evidence in support and opposition to the application at a regularly scheduled meeting held on June 12, 2025, being fully advised in the premises, THE COMMISSION DOES MAKE THE FOLLOWING FINDINGS:

A. That the applicant, Redemption Hour Ministry, is the contract purchaser of the real estate described in the application and that the Owner of the property has provided written consent to the consideration of the application;

B. That the application seeks a special use for a reactivation of the prior church use on the subject property along with multiple variations for the property described in the application, commonly known as 1800 Dearborn Street in Crest Hill, Illinois (the "Property"), which is legally described in Exhibit A, attached hereto and incorporated herein by reference;

C. That the Property is zoned R-1;

D. That the Property had previously been used as a Catholic Church and the application seeks a special use to reactivate the use of the Property as a church following the sale to the Applicant.

E. That the application seeks approval of the following variations from the City of Crest Hill Zoning Ordinance:

- Table 1 – Zoning District and Standards for Residential Districts – Maximum Lot Coverage – Variation of 9% of the Lot Coverage is being requested for a total allowed lot coverage of 59%.
 - a. A trash enclosure is required for this property which will slightly increase the total lot coverage for the subject property.
- Section 11.8-5 - Off-Street Parking – Variation of five (5) parking spaces is being requested.

- Section 11.4-1 – Parking Configurations – Variation to maintain the current aisle width at 17 feet and four inches instead of the 26 feet required is being requested.
- Section 11.5-3 – Parking Adjacent to Residential – A 10-foot landscaped area needs to be provided in the required side and rear yards to help separate the parking lot from adjacent residential properties. This property is currently improved with an existing parking lot that does not contain landscaped areas in the rear and side yards.
- Section 11.6-2 - Screening and Landscaping - The removal of parking spaces to install landscape islands would reduce the number of parking spaces provided. As such, a request is being made to eliminate the requirement for landscape islands to maintain the existing number of parking spaces on-site.

All these requested Variations are contained in the June 9, 2025, Crest Hill Plan Commission Staff Memorandum attached hereto and incorporated herein as Exhibit B and relate to the property located at 1800 Dearborn Street in Crest Hill, Illinois, with PIN 11-04-33-315-001-0000.

F. That following the proposed purchase of the Property by the Applicant, the proposed use would not be allowed absent a Special Use Permit to operate a church and without the requested variations;

G. That the application for the special use permit and variations was properly submitted and notice of the application and the public hearing were properly made;

H. That no interested parties filed their appearances herein;

I. That the public hearing was opened and called to order on June 12, 2025, the applicant presented evidence and arguments in support of its application on June 12, 2025;

J. That those members of the public with questions and/or public comment were allowed to examine the applicant and its representative and to state their comments for or against the application;

K. That the rules adopted by the Plan Commission for the conduct of Public Hearings by the Plan Commission were duly followed and observed;

L. That the proposed Special Use Permit meets the standards set out in the Zoning Ordinance, and the requested variations, as considered under section 12.6 of the Zoning Ordinance, meets the three (3) standards for the granting of a variation under section 12.6-2 as well as the supplemental considerations set forth in subsections 12.6-2(1)-(8).

THEREFORE, IT IS THE DECISION OF THE PLAN COMMISSION OF THE CITY OF CREST HILL, ILLINOIS, BASED UPON THE EVIDENCE HEARD BY SAME AND ARGUMENTS AND SUGGESTIONS HEARD AT THE PUBLIC HEARING, AND HAVING DULY CONSIDERED THE MANDATES AND STANDARDS AS SET FORTH IN THE CITY OF CREST HILL, ILLINOIS ZONING ORDINANCE FOR THE GRANTING OF VARIANCES, AS FOLLOWS:

1. That the application of Redemption Hour Ministry for a Special Use Permit for operation of a church and the multiple variations requested in the application and the attached Exhibit B for property located at 1800 Dearborn Street in Crest Hill, Illinois with PIN 11-04-33-315-001-0000 was approved and is supported by the evidence adduced;

2. It is therefore the recommendation of the City of Crest Hill Plan Commission that the application for the Special Use permit and variations be granted subject to the six (6) conditions outlined and stated in the June 9, 2025, Plan Commission Staff Memorandum attached hereto as Exhibit C.

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Adopted by the Plan Commission of the City of Crest Hill, Illinois, this 12th Day of June 2025 upon the following voice vote:

	Aye	Nay	Absent	Abstain
Commissioner Bill Thomas	<u>X</u>	_____	_____	_____
Commissioner Ken Carroll	<u>X</u>	_____	_____	_____
Commissioner Cheryl Slabozeski	<u>X</u>	_____	_____	_____
Commissioner Gordon Butler	<u>X</u>	_____	_____	_____
Commissioner Marty Flynn	_____	_____	<u>X</u>	_____
Commissioner Jeff Peterson	<u>X</u>	_____	_____	_____
Commissioner John Stanton	_____	_____	<u>X</u>	_____
	_____	_____	_____	_____

Approved:

Bill Thomas, Chairman

Attest:

Christine Vershay-Hall, City Clerk

EXHIBIT A
LEGAL DESCRIPTION

PROPERTY ADDRESS: 1800 Dearborn Street Crest Hill, IL

PERMANENT INDEX NO: 11-04-33-315-001-0000

LEGAL DESCRIPTION

LOTS 438 TO 444, BOTH INCLUSIVE, IN STERN PARK ADDITION, A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN LOCKPORT (CREST HILL), WILL COUNTY, ILLINOIS

DRAFT

EXHIBIT B
JUNE 9, 2025, PLAN COMMISSION STAFF MEMORANDUM WITH CORRESPONDING
ATTACHMENTS, RECOMMENDATIONS AND REQUIRED CONDITIONS

DRAFT

Exhibit B

Item 6.



To: Plan Commission/ZBA

Patrick Ainsworth, AICP, Community and Economic Development Director

From: Ronald Mentzer, Community & Economic Development Consultant

Date: June 9, 2025

Consideration of Case Number SU-25-3-6-1 Request of Redemption Hour Ministry seeking approval for a Special Use Permit and Variations to reactivate the existing building for a Church which is an allowable Special Use under the Crest Hill Zoning Ordinance. The subject parcel is zoned R-1, Single Family Residence District and is located at 1800 Dearborn Street in Crest Hill, Illinois

Project Details

Project	Church
Request	Special Use for Church
	Variation for Existing Conditions
Location	1800 Dearborn Street

Site Details

Building Size	9,400 SF (Gross Floor Area)
Site Area	45,900 square feet

Land Use and Zoning Summary

	Land Use	Comp Plan	Zoning
Subject Parcel	Vacant Church	Single Family	R-1
North	Single Family	Single Family	R-1
South	Single Family	Single Family	R-1
East	Single Family	Single Family	R-1
West	Single Family	Single Family	R-1

PROJECT SUMMARY

Redemption Hour Ministry (the "Applicant"), is under contract to purchase the vacant building at 1800 Dearborn Street (the "Subject Property") which formerly encompassed St. Anne's Church and has submitted an application package for the City's potential approval of a Special Use Permit with Variations for the reactivation of the building as a religious use (PIN 11-04-33-315-001-0000) – see Exhibit A for the location and zoning map for this property. Since this subject building was constructed prior to the adoption of the current Zoning Ordinance, Section 5.5 of the Crest Hill Zoning Ordinance requires this property to retroactively obtain a Special Use Permit and any Variations to bring the property into compliance with city regulations prior to the sale of the property taking place.

Project Background

The current building, located at the northeast corner of Ludwig Avenue and Dearborn Street, was constructed in 1953, prior to the City of Crest Hill being incorporated. The multi-level building is improved with face-brick on all four elevations, and an addition was added to the rear of the building, the north elevation, in the 1990s. The rear portion of property is improved with an asphalt surface parking lot consisting of 50 parking spaces. The current owner, Catholic Arch Diocese of Joliet, closed the facility in 2024 and subsequently put the Subject Property on the market. The Applicant plans to purchase the property and move their congregation from Romeoville to this address. Despite the property being vacant for less than one year, Zoning Ordinance Section 5.5 requires this property to obtain a Special Use Permit and Variations prior to the sale of this property.

According to the Project Narrative (Attachment B), the current total number of members in the Applicant's congregation is 70. There are several activities that take place throughout the week which are summarized on page one of the Project Narrative under "Schedule of Activities". Moreover, there are additional special events that will be hosted in the subject building such as wedding ceremonies and receptions, baby showers, breakfast meetings and other similar events for Church members only. As noted in the Project Narrative, no alcohol will be served at any function on the subject property.

Since the Applicant is proposing to reactivate a vacant building with the same type of activities as the previous occupants, there are no major external modifications being made to the property. The Applicant has acknowledged in the submitted plans that four pews will be removed from the main worship area. This will both reduce the number of people that can be seated in the main worship area and reduce the extent of the parking variation requested as described in the section below.

If the Special Use and the Variation requests are approved, the Applicant plans to close on the subject property and re-occupy this building later this year.

Planning, Zoning, and City Code Analysis

Zoning Ordinance and Crest Hill City Code Regulations – The following subsections assess the submittals in relation to the Zoning Ordinance and the Crest Hill City Code. There are several components of the project to review in comparison to this document, hence there are multiple attributes of this project that are detailed below. Variances being requested are identified in bold font.

Zoning Regulations for R-1, Single Family Residence District Related to an Existing Church

Minimum Lot Area	8,000 SF Required	45,900 SF Provided
Max Structure Height	30 Foot Max Allowed Height	28 Feet Existing*
Front Yard Setback	30 Feet Required	Approx. 32 Feet
Interior Side Yard Setback	10 Feet Required	Approx. 27.1 Feet (East)
Corner Side Yard Setback	20 Feet Required	Approx. 27.25 Feet (West)
Rear Yard Setback	20 Feet Required	Approx. 132 Feet
Lot Coverage	50% Max Allowed	58% Presented
Off Street Parking	55 Spaces Required	50 Spaces Provided (Deficit of 5 spaces)
Landscape Parking Buffer	10 Foot Landscaped Area	Zero Foot Landscaped Area Provided
Parking lot landscape islands	Required at the end of each row of parking	No parking lot landscaping islands provided at end of each parking row
Parking aisle width between stalls	26 feet required	17'-4" Existing

*Church steeples are exempt from the height regulations per Zoning Ordinance Section 4.2-7.

As shown in the table above, the existing bulk regulations are in general compliance between the proposed project and the Crest Hill Zoning Ordinance, except for the maximum lot coverage. The requested variations are for the lot coverage, the existing parking lot, and the number of spaces provided.

Off Street Parking – Since the property is currently improved with an existing structure and asphalt parking lot, the Applicant has no plans to expand the building or parking lot. Additionally, the Applicant has indicated that four pews will be removed from the worship area thereby reducing the number of people that can gather in this space.

The number of required off-street parking spaces is calculated at a rate of one parking space for every four seats per Section 11.8-5.a. The main worship area is improved with pews for the seating. Zoning Ordinance Section 11.3-3 elaborates on how a pew is measured for one seat. That text is provided below.

11.3-3 SEAT OR BENCH A seat shall be the space intended for one (1) individual; in a place where patrons or spectators occupy benches, pews, or other seating facilities, each twenty (20) inches of seating facilities shall be counted as one (1) seat.

Per Attachment B, there are 28 pews measuring 13 feet in width. After applying the off-street parking regulations to the proposed seating arrangement, 55 off-street parking requirements are required. To showcase that the 50 parking spaces provided in the current parking lot is adequate, the Applicant provided a Traffic Impact Statement (TIS) prepared by KLOA and dated May 2, 2025 (Part of Attachment B). The TIS showcased various off street parking calculations assigned with different approaches per the Institute of Transportation Engineers, *Parking Generation Manual*, 6th edition.

Specifically, the TIS estimated parking demand is based on two calculation methodologies. One methodology yielded 40 off-street parking spaces required for 70 attendees based on .54 parking space required per person. The second methodology yielded 123 parking spaces based on 13.9 parking spaces for every 1,000 square feet of gross building area (this figure does not exclude storage rooms, bathrooms and other generally exempt areas). Note, page 5 of the TIS identifies a parking requirement of 63 parking spaces after reviewing the Crest Hill Zoning Ordinance. This is **not** a correct figure as Section 11.3-3 of the Zoning Ordinance elaborates on how to measure a pew in relationship to the number of off-street parking calculations.

As a result of this analysis, it is clear that the off-street parking requirement found in the Crest Hill Zoning Ordinance is within the spectrum of off-street parking requirements for such land use. It is anticipated that members who are in the same family or household will drive to the property together. It is important to note the TIS did conclude that the parking count provided will be adequate for the Applicant and can accommodate future growth as well.

Existing Driveways – The Plat of Survey shows two entrances off of Dearborn Street for the subject property and both entrances are under the 30' maximum allowed width as identified in the Crest Hill City Code. No variations were being requested for the entrance widths.

Live Planting Requirement Section – City Code Section 15.04.040(I)(2)(b)(2) states that 1 approved planting per 725 square feet of improved land area is required, which results in a minimum of 63

plantings for this particular property. The Applicant noted that there are over 162 live plantings that are already improved on site. The number of live plantings complies with this code section.

Summary of Variations Being Requested – Since this property has several variations being requested, the list below is a summary of all requests with the applicable code sections.

- Table 1 – Zoning District and Standards for Residential Districts – Maximum Lot Coverage – Variation of 9% of the Lot Coverage is being requested for a total allowed lot coverage of 59%
 - A trash enclosure is required for this property which will slightly increase the total lot coverage for the subject property.
- Section 11.8-5 - Off-Street Parking – Variation of five (5) parking spaces is being requested.
- Section 11.4-1 – Parking Configurations – Variation to maintain the current aisle width at 17 feet and four inches instead of the 26 feet required is being requested.
- Section 11.5-3 – Parking Adjacent to Residential – A 10-foot landscaped area needs to be provided in the required side and rear yards to help separate the parking lot from adjacent residential properties. This property is currently improved with an existing parking lot that does not contain landscaped areas in the rear and side yards.
- Section 11.6-2 - Screening and Landscaping - The removal of parking spaces to install landscape islands would reduce the number of parking spaces provided. As such, a request is being made to eliminate the requirement for landscape islands in order to maintain the existing number of parking spaces on-site.

In summary, the Applicant is proposing to maintain the existing property conditions and reactivate the subject building with a religious use. Maintaining the property in its current form will assist with the preservation of this property and be in-keeping with the scale of the established neighborhood. It is the Crest Hill Zoning Ordinance regulations that came into effect *after* the establishment of this property. Specifically, Section 5.5 of the Crest Hill Zoning Ordinance is triggering the Applicant to request all of the subject Variations and a Special Use permit prior to the purchase and reoccupation of this property.

Comprehensive Plan – The 2014 Crest Hill Comprehensive Plan is a land use guide to ensure logical and orderly growth of the community. With this notion, this document was reviewed in comparison to this project to ensure that this guide is being followed. That analysis is discussed below in more detail.

The City's 2014 Comprehensive Plan assigns this property as Residential on the Future Land Use Map. While there is limited content in reference to religious institutions in the Comprehensive Plan, there is content discussing development (and uses) within the established neighborhoods. One such reference is provided below:

Crest Hill's older neighborhoods have a distinct character that is defined by smaller lot sizes, more modest building scale, smaller setbacks, the traditional design of local street network, and the presence of mature trees..... Future development should accommodate appropriate variations in lot size and residential design, but aim to create a similar character to existing neighborhoods. They should integrate logical connections to surrounding development, consistent street grids and block sizes...

This aspect of the Comprehensive Plan can be extended to the reuse of existing structures within the context of existing neighborhood improvements. Since this property has been utilized as a religious assembly use for decades, and the Applicant intends to reactivate the building and property for the same use, the reactivation of this property is in-keeping with the current context of the neighborhood.

Given the notion that the Applicant is not proposing any major additions or alterations to the structure, the reactivation of the building should not alter the character of the neighborhood.

ANALYSIS ON STANDARDS FOR VARIATION AND SPECIAL USE

Each Special Use and Variation request needs to be analyzed against the standards found in the Crest Hill Zoning Ordinance. This is required to ensure that such special permissions are granted fairly and are in-keeping with the surrounding properties. As such, the staff analysis is detailed below.

Standards for a Special Use

1. That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.

Staff Response: The establishment of the Special Use will not be detrimental to the public health, safety or general welfare as this property is already arranged for a religious use. The Applicant has stated in the application that there are 70 members in the congregation and there will be pews removed from the main gathering area. These statements and actions will allow the Applicant to reactivate the vacant building and help maintain the general welfare of the surrounding area.

2. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.

Staff Response: The reactivation of the existing building and property with another religious use will not be injurious to the properties in the immediate vicinity. Off-street parking is provided on the property that will adequately serve the Applicant's needs. Reactivating this building will assist with maintaining property values as a reduction in building vacancy generally assists with enhancing neighborhood vitality.

3. That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

Staff Response: The requested Special Use is a retroactive request since the property was a religious use for approximately 70 years. No major alterations are being proposed to the property that would impede orderly development of the surrounding properties.

4. That adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided.

Staff Response: Since the property is already fully constructed, all utilities, road access and other improvements have been provided for this property to fully function.

5. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

Staff Response: A Traffic Impact Statement has been prepared by a traffic engineering firm, KLOA. Based on the findings of this document, adequate ingress and egress already exists for this property which will minimize traffic congestion in the public streets.

6. That special use shall in all other respects conform to the applicable regulations of this Ordinance and other applicable City regulations, except as such regulations may in each instance be modified by the City Council pursuant to the recommendation of the Plan Commission.

Staff Response: The property will conform to other applicable use regulations as found in the City Codes and Ordinances. All primary activities related to this religious use will be conducted inside of the existing building. Any outside events will need prior approval from the City of Crest Hill.

Standards for Variation

1. That the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in that zone.

Staff Response: The property cannot yield a reasonable return under the current regulations of Crest Hill Zoning Ordinance because these regulations prevent it from being occupied with a religious/church. Specifically, Section 5.5 requires this property and all non-compliant properties to go through this process prior to the sale of the property. Additionally, the subject building was constructed and operated *prior* to the establishment of the Crest Hill Zoning Ordinance. If the requested variations are not granted, then the current property owner would essentially have to raze the entire building and parking lot structure and reconstruct a much smaller version of the existing improvements in order to comply with current code requirements.

2. That the plight of the owner is due to unique circumstances.

Staff Response: The plight of the owner is due to unique circumstances as this property was constructed and actively used prior to the City's current zoning regulations going in effect.

3. That the variation, if granted, will not alter the essential character of the locality.

Staff Response: Granting the requested variations for this property will not alter the character of the locality as the Applicant is proposing no major amendments to the building or the parking lot. In fact, granting the Variations will preserve the neighborhood character and allow this cultural facility to be reactivated with another similar religious use.

REFERENCE TO FEDERAL LAW

Since religious uses are not a frequent request, there is a Federal Law called the Religious Land Use and Institutionalized Persons Act of 2000 (RLUIPA) which discusses protections of religious freedom by ensuring that zoning and land use regulations don't discriminate against religious institutions or burden their religious exercise. The notion that any religious use in a residentially zoned district is a Special Use allows all religious organizations to go through the same process which involves a public hearing and City Council approval.

STAFF RECOMMENDATION

Based on the information received and presented by the Applicant, staff recommends that the Plan Commission forward a positive recommendation of the requested Special Use and the Variances. Should the Plan Commission recommend approval to the City Council, then the following conditions shall be considered as part of the recommendation:

Conditions of Approval:

1. The Applicant shall abide by the drawings submitted with this case and are identified below, unless otherwise noted in the remaining conditions:
 - a. Drawing A0.5 – Existing Site Plan – last dated 6.3.2025
 - b. Drawings A1.0 and A1.1 – Existing Floor Plan - dated 3.15.2025

2. Arrows and parking lot signage be added to the paved parking area dictating the direction of traffic for vehicles to ensure safety on the property. The arrow improvements and signage shall be provided to staff for review prior to occupying the principal building.
3. The four pews identified in the drawings labeled for removal within the main worship area shall be removed prior to occupying the building.
4. A trash enclosure shall be constructed by December 31, 2025, or sooner. A permit must first be obtained, and the trash enclosure shall comply with all applicable regulations.
5. The subject parking lot shall be repaved by June 12, 2026, or sooner. A permit must first be obtained prior to repaving the parking lot.
6. All conditions made with this Ordinance shall be transferred to any new property owner.

Attachments:

Attachment A – Plan Commission Application and Plat of Survey
Attachment B – Application Submittals and Drawings

EXHIBIT A – AERIAL PHOTO OF SUBJECT PROPERTY LOCATION WITH ZONING DISTRICT





Application for Development

For Office Use Only: **Case Number:**

Project Name: Redemption Hour Ministry

Owner: Henry O Amegatcher

Correspondence To: Alena Jotkus

Street address: [REDACTED]

Street address: [REDACTED]

City, St., Zip: [REDACTED]

City, St., Zip: [REDACTED]

Phone: [REDACTED]

Phone: [REDACTED]

Email: [REDACTED]

Email: [REDACTED]

Property Address:

Property Information:

Street address: 1800 Dearborn Street

Lot Width: _____

City, St., Zip: Crest Hill, IL 60403

Lot Depth: _____

PIN: 11-04-33-315-001-0000

Total Area: _____

***Submit an electronic version of the legal description only in a Word document to:**
buildingdepartment@cityofcresthill.com

Existing Zoning: R

Existing Land Use: religious organization

Requested Zoning: _____

Proposed Land Use: religious organization

Adjoining Properties Zoning and Uses:

North of Property: _____

South of Property: _____

East of Property: _____

West of Property: _____

Purpose Statement (intended use and approval sought): _____

Development Request: Please check all that apply and describe:

☐ Rezoning: _____

☒ Special Use: to operate a church in the residential zoning district.

☒ Variance: parking, minimum setback, screening and landscaping, lighting, access

☐ Planned Unit Development: _____

☐ Annexation: _____

☐ Plat: _____

☐ Other: _____

Contact Information – If not yet known, please indicate as TBD. Check those parties in which copies of all correspondences should be forwarded.

☐ Civil Engineer: N/A Phone: _____

Company: _____ Email: _____

☐ Contractor: N/A Phone: _____

Company: _____ Email: _____

☐ Architect: N/A Phone: _____

Company: _____ Email: _____

☐ Builder: N/A Phone: _____

Company: _____ Email: _____

I agree to be present (in person or by counsel) when the Plan Commission and City Council hear this development request.

Signature of the Applicant

Date

05/12/2025

If you (the applicant) are not the owner of record, please provide the owner's signature.

Signature of the Owner

Date

Diocese of Joliet



Blanchette Catholic Center
16555 Weber Rd.
Crest Hill, Illinois 60403
www.dioceseofjoliet.org

May 13, 2025

City of Crest Hill
Community Development Dept.
20600 City Center Boulevard
Crest Hill, IL 60403

Re: 1800 Dearborn Street
Special Use and Variance Applications of Redemption Hour Ministry

To Whom It May Concern:

Please be advised that I am authorized by Bishop Ronald A. Hicks, Successor Trustee of the Roman Catholic Diocese of Joliet Trust, to sign any documents related to properties owned by the Diocese, including the above-referenced property. The Power of Attorney granted to me by Bishop Ronald A. [REDACTED]

The Diocese supports Redemption Hour Ministry, the purchaser of the above-referenced property, in its petition for a Special Use Permit and Variance(s) that have been presented to the Village of Crest Hill for approval.

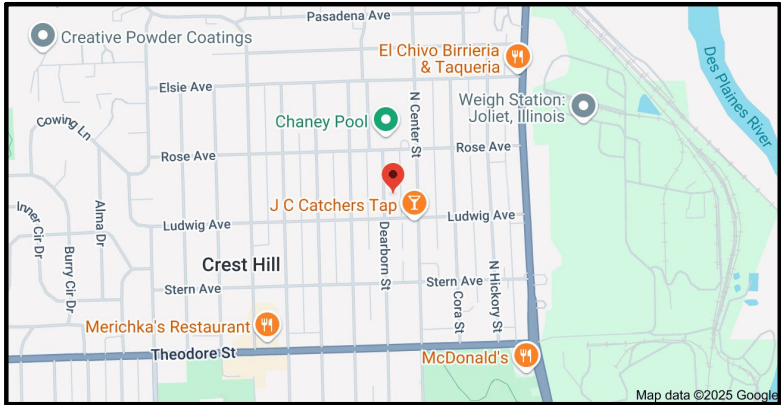
Please feel free to contact me if you need any additional information.

Very truly yours,

/s/ Maureen A. Harton

Maureen A. Harton
Of Counsel
[REDACTED]

ALTA/NSPS Land Title Survey



VICINITY MAP

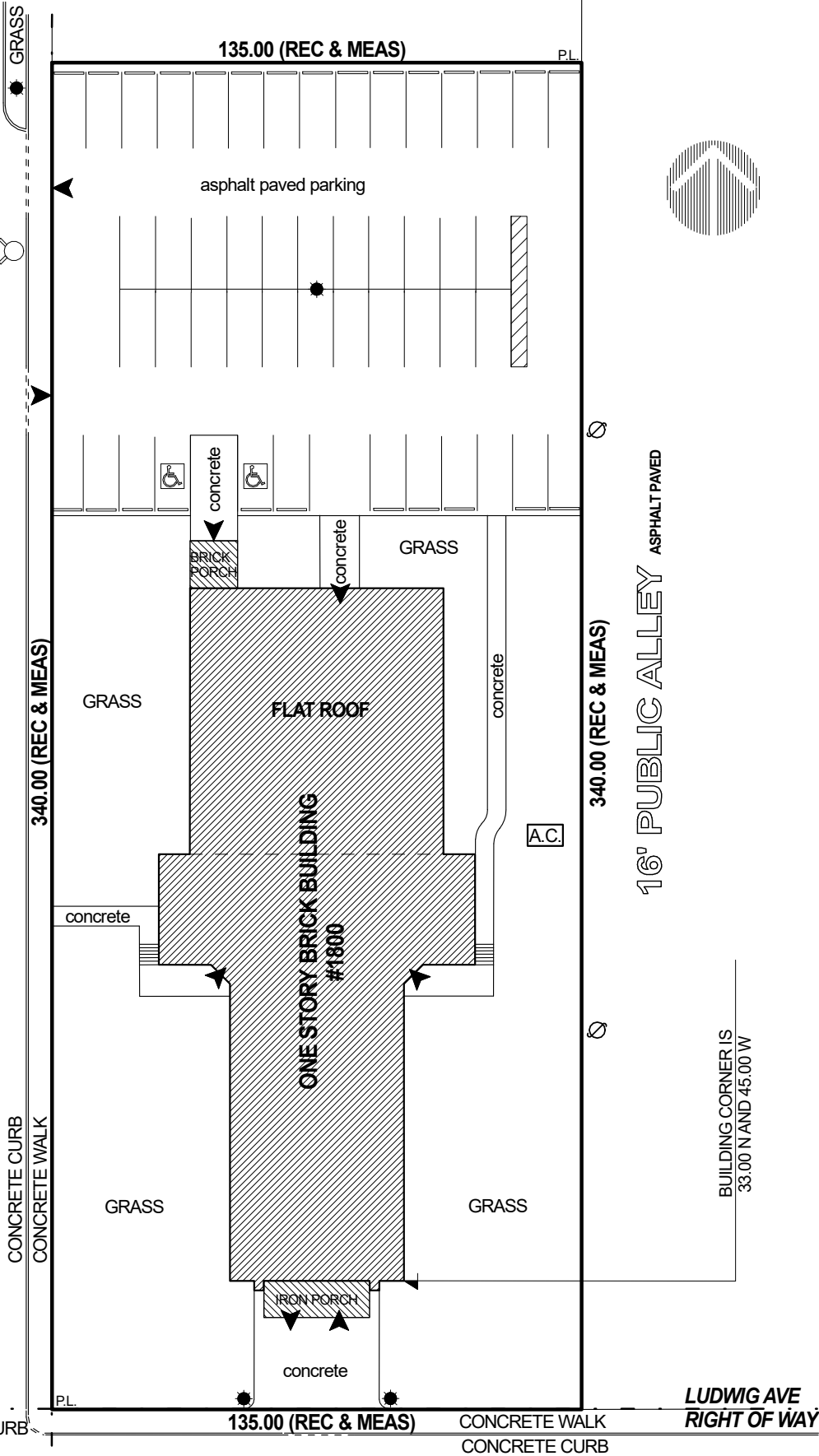
ZONING CLASSIFICATION:
-PROPERTY AREA 45,900.00 sqft
-BUILDING AREA 9,400.00 sqft
-ZONING CODE R-1
-MAIN BUILDING HEIGHT IS 28'

LEGEND:

- MAN HOLE
- CATCH BASIN
- CURB INLET
- GAS METER
- TV CABLE
- FIRE HYDRANT
- WATER VALVE
- WOOD POLE
- SPOT LIGHT
- LIGHT POLE
- COM-ED BOX
- HANDICAP PARKING
- WATER SPRINKLER
- EGREES AND INGRESS

B/C TO B/C -BACK OF CURB
P.L. - PROPERTY LINE
(REC & MEAS) -RECORDED AND MEASURED DIMENSION

DEARBORN STREET
66.00 B/C TO B/C (REC)



LUDWIG AVENUE
66.00 B/C TO B/C (REC)

- This survey was made in accordance with laws and/or Minimum Standards of the State of Illinois.
- The property described here on 1800 Dearborn St, Crest Hill, IL 60403 is the same as the property described in FIDELITY NATIONAL TITLE INSURANCE COMPANY No. WJ25002818 with an effective date of February 10, 2025, and that all easements, covenants and restrictions referenced in said title commitment or apparent from a physical inspection of the Property or otherwise known to me have been plotted hereon or otherwise noted as to their effect on the Property.
- All utilities serving the Property enter through adjoining public streets and/or easements of record.
- The Property is located within an area having a Zone Designation X by the Federal Emergency Management Agency (FEMA), on Flood Insurance Rate Map No. 17031C0515J, with a date of identification of September 26, 2024, in Will County, State of Illinois, which is the current Flood Insurance Rate Map for the community in which the Property is situated.
- Except as noted under "Observed Encroachments" hereon and plotted as [EN] on the survey, there are no encroachments onto adjoining premises.
- The Property has direct access to Dearborn St. as dedicated public street.
- The total number of striped parking spaces on the Property is 48.
- There is no building additions at the Property.
- There are no proposed changes in street right of way lines affecting the Property.
- There is no observed evidence of recent street or sidewalk construction or repairs affecting the Property.
- There is no observed evidence of use of the Property as a solid waste dump, sump or sanitary landfill.

TO : FIDELITY NATIONAL TITLE INSURANCE COMPANY, Redemption Hour Ministry,Ronald A. Hicks, Sucessor Trustee, Bishop of the Roman Catholic Diocese of Joliet in the State of Illinois, as Trustee under the provisions of a certain Trust Agreement dated the 31st day of December, 1949, and known asRoman Catholic Diocese of Joliet Trust

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS,JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS AND INCLUDES ITEMS 1, 2, 3, 4, 6(a) and (b), 7(a) 7(b), 8, 9, 10(a), 13, 16, 17and 18. TABLE A THEREOF.

THE FIELD WORK WAS COMPLETED ON 2/25/2025

ORDER No. 202506

SCALE : 1" =40'

ALL DIMENSIONS ARE SHOWN IN FEET
AND DECIMAL PARTS THEREOF.

CHICAGO, ILLINOIS 03/07/2025





Patrick Ainsworth
 Community Development & Development Director
 City of Crest Hill
 20600 City Center Blvd.
 Crest Hill, IL 60403
 May 9, 2025

Re: Project narrative for the property 1800 Dearborn St.

Dear Mr. Ainsworth,
 This letter is to detail the use of the existing facility for the Plan Commission Meeting.
 The exterior and interior design intent of the Church Facility will not change.

Attached are the Existing floor plans for 1800 Dearborn St, Crest Hill, IL. Per City of Crest Hill R1-zoning requirements, Redemption Hour Ministry will maintain the use of space for religious activities.

Total number of members – 70

Schedule of Actives:

- Sunday Service: 10am – 12:30
- Tuesday Evening Bible Study – 7pm – 8:30pm (+/-20 members)
- Friday Prayer session 7:30pm – 9pm (+/- 10 members)
- Saturday Rehearsals (Choir, Ushers & Volunteer workers) – 9am (+/- 20 members)
- Departmental Leaders training – Monthly Event (8 members)
- Counseling – Tuesday through Saturday – (max 2 persons per hourly event session).

Community Events :

Redemption Hour Ministry acknowledges the former use of multi-purpose hall for voting purposes. The Ministry would maintain that relationship should the community wish to continue to use it for voting purposes.

The religious activities in which the need demands include:

- **Baby shower, baby naming ceremony and baby dedication.**
 Baby showers and naming ceremonies are normally held at the respective parents' locations of choice. The multipurpose hall is a cost-effective place that church members can choose to use for such an event.
 Redemption Hour Ministry is committed to dedicating the babies to God, should the parent decide to do so per Luke 2:22-46
- **Wedding receptions.**
 The multipurpose hall is a cost-effective place that church members can use for wedding receptions should they choose to. No church member would be denied the use of the facility. Similarly, no church member is obligated to use the hall. Since most weddings are a spring through fall events, Redemption Hour Ministry can estimate 2 -3 max per year, due to the current marriage counseling duration of 10 weeks per couple.
- **Breakfast meetings**
 Design to educate church members. Redemption Hour Ministry would continue to use this event to equip its members to become excellent members of the community. Events are average once a year.

- **Multiple events at facility.**

NO Multiple events will be held at the facility at the same time. The primary use of the church at 1800 Dearborn Street, Crest Hill IL is for church activities. All other events stated above are secondary and will be subjected to approval by the church board.

- **NO Alcohol shall be served on the church property.**

Project Narrative:

- *Part of the parking regulations (Section 11.8-5.a) talks about having parking spaces designated for any vehicles directly with the religious organization (e.g. a van that the religious organization owns). Please identify in the Project Narrative how many vehicles the religious organization owns and will be stationed on this parking lot.*

RHM Response: Redemption Hour Ministry does not own or have any church vehicles. No church vehicle will be stationed on the parking lot.

- *Please identify what is the anticipated number of members of the organization at time of full growth. What would be the anticipated timeframe of reaching that membership level?*

RHM Response: Redemption hour is looking at a 10-year anticipated growth timeline with multiple branches across Chicagoland. Church policy mandates home cell group meetings with anticipated growth. This facility or branch church will not exceed its current maximum seating capacity.

- *Are there any plans now or in the future to sub-lease the space to additional organizations*

RHM Response: No. There are no plans now or in the future to sublease the space to other organizations.

- *When the facilities are being used for receptions, parties or other gatherings, what are the anticipated hours of those events? Will there be hour limitations for such events?*

RHM Response: Receptions, parties or other gatherings are generally going to be on Weekends. Possible Programs are 10:00am -2:00pm or 4pm -10pm. There will be hour limitations for all events.

- *Please provide more information as to if there will be any events taking place outside of the building. If so, what is the frequency and type of events that will be taking place.*

RHM Response: No events will take place outside the building. Community awareness program such as Mental health awareness will be done in the multipurpose hall. Such programs are quarterly or maximum 4 times a year.

SUPPLEMENT TO PROJECT NARRATIVE

Property Address: 1800 Dearborn Street, Crest Hill, IL 60403

Applicant: Redemption Hour Ministry

Purpose: Special Use Permit and Variances

Date: May 23, 2025

Section 12.7-6 – STANDARDS FOR SPECIAL USE

1. Public Convenience

Redemption Hour Ministry will serve as a spiritual, counseling, and community resource. With services on weekends and limited gatherings during the week, it offers low-impact yet meaningful programming to area residents.

2. Compatible Use

The church use has long existed at this site, and reauthorization via Special Use ensures it aligns with current planning standards. No commercial activity, amplified outdoor events, or alcohol use is proposed.

3. Harmonious Development

No changes are proposed to the building exterior or site layout. Continued operation in a historically similar manner will not disrupt neighborhood aesthetics or operations.

4. Infrastructure Capacity

The property is already served by appropriate utility connections. No additional infrastructure demand is anticipated. Parking and access patterns are well-established.

5. Traffic and Access

Traffic generated by the ministry is minimal and occurs outside peak travel times. The 50-space lot accommodates attendees, and services are staggered to avoid congestion.

6. Nuisance Control

All activities occur indoors and end by evening. No alcohol is permitted. Noise, waste, and light levels are kept minimal and consistent with residential expectations.

7. Compliance with Regulations

All applicable zoning and municipal regulations will be followed except those explicitly requested to be varied. The applicant is committed to working with the City to ensure compliance.

CONCLUSION

Redemption Hour Ministry respectfully requests approval of:

- A **Special Use Permit** to operate a religious facility in the R-1 zoning district; and
- **Variances** related to parking, setbacks, screening, lighting, and access to accommodate the existing non-conforming site layout.

These approvals will ensure lawful, uninterrupted operation of a long-standing community-serving use without the need for infeasible redevelopment.

Yours in His Service,



250509

Rev. Henry O. Amegatcher, Lead Pastor
Redemption Hour Ministry.

SUPPLEMENT TO PROJECT NARRATIVE

Property Address: 1800 Dearborn Street, Crest Hill, IL 60403

Applicant: Redemption Hour Ministry

Purpose: Special Use Permit and Variances

Date: May 23, 2025

Section 12.6-2 – STANDARDS FOR VARIATIONS**1. Hardship or Practical Difficulty**

Strict compliance with the current zoning ordinance would require significant demolition, reconstruction, and capital expenditure to expand parking, reconfigure access, and install landscaping and lighting features that are not feasible on this developed, constrained lot. These requirements would impose substantial hardship without a corresponding benefit to the public.

2. Unique Conditions

The building and parking lot were designed and constructed before current zoning standards. The irregular shape, narrow lot lines, and existing layout make strict compliance with modern zoning impractical without significant disruption and financial burden.

3. Not Self-Imposed

The conditions requiring variances are pre-existing and were not created by the current owner. These are inherited from the prior church use and conform to historical use patterns of the property.

4. No Special Privilege

The relief sought is consistent with the use of the building as a place of worship and does not seek commercial gain. Granting these variances does not provide a privilege not equally available to other similarly situated properties with historic development constraints.

5. Minimum Necessary

All requested variances are the minimum adjustments necessary to allow for continued operation. No expansion or intensification of use is proposed, and all variances relate to maintaining existing site conditions.

6. Not Detrimental

The site has operated safely in its current configuration for years. No negative impacts to neighbors or public infrastructure have been reported. Continued use in this form poses no threat to health, safety, or welfare.

7. Spirit and Intent

The requested relief supports the spirit of the zoning ordinance by allowing continued community-serving use without encouraging overdevelopment. The proposed operation will preserve the character of the neighborhood and enhance spiritual and communal life.

Section 12.7-6 – STANDARDS FOR SPECIAL USE

1. Public Convenience

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Redemption Hour Ministry respectfully requests approval of:

- **A Special Use Permit** to operate a religious facility in the R-1 zoning district; and
- **Variances** related to parking, setbacks, screening, and access to accommodate the existing non-conforming site layout.

These approvals will ensure lawful, uninterrupted operation of a long-standing community-serving use without the need for infeasible redevelopment.

MEMORANDUM TO: Henry O. Amegatcher
Redemption Hour Ministry

FROM: Michael Mendoza Riveros
Consultant

Luay R. Aboona, P.E., PTOE
Principal

DATE: May 2, 2025

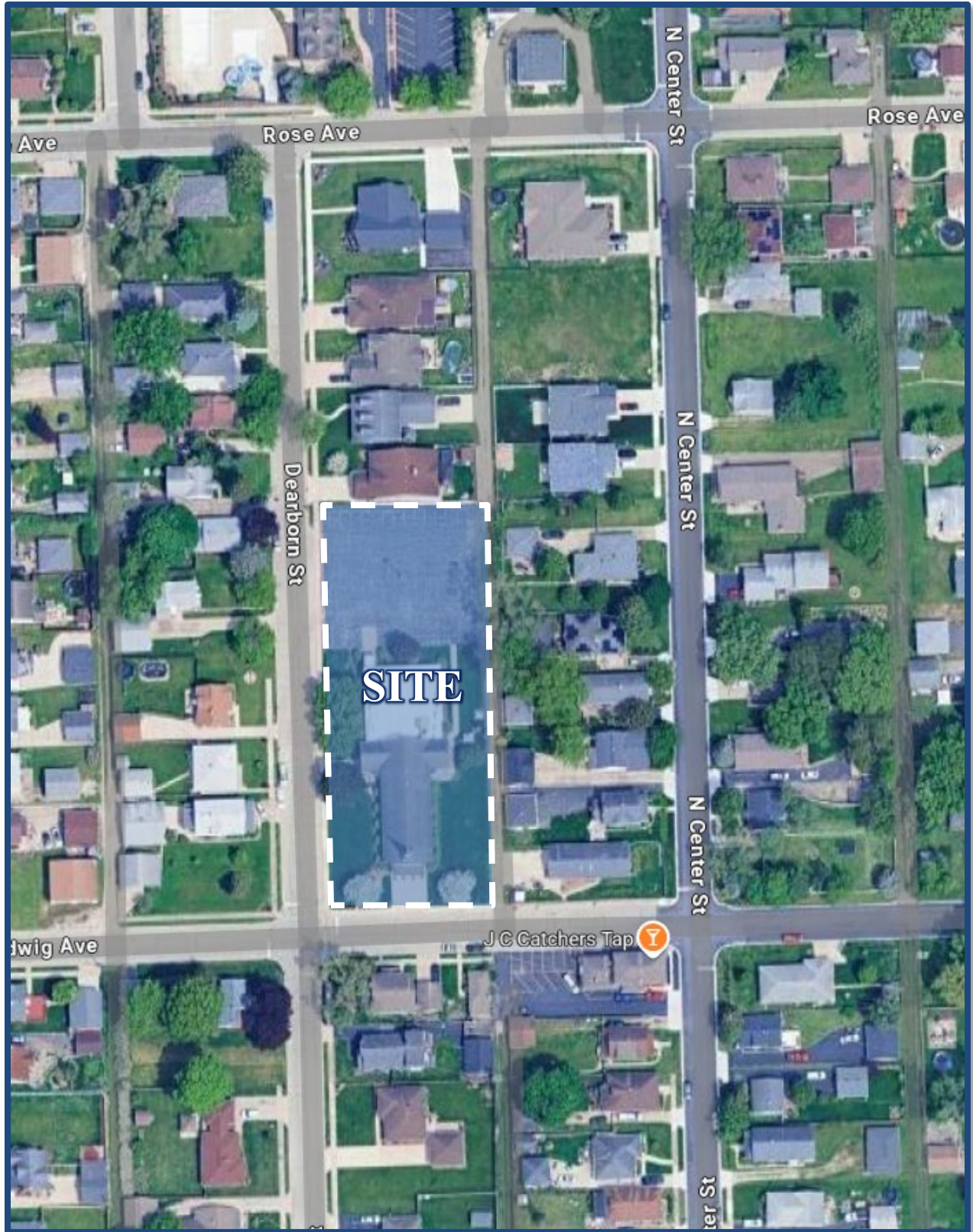
SUBJECT: Traffic and Parking Impact Statement
Proposed Church
Crest Hill, Illinois

This memorandum summarizes the results and findings of a Traffic and Parking Impact Statement prepared by Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) for a proposed church to be located at 1800 Dearborn Street in Crest Hill, Illinois. The plans call for reuse of the existing church building by Redemption Hour Ministries with services for the 70 members occurring on Sundays at 8:00 A.M. and 12:30 P.M. A parking lot providing approximately 50 spaces is provided with access off Dearborn Street. **Figure 1** shows an aerial view of the existing site. A copy of the site plan is located in the Appendix.

The purpose of this memorandum is to summarize the existing roadway conditions, estimate the volume of traffic that will be generated by the church, and review the access system and adequacy of the parking supply.

Existing Roadway Characteristics

Ludwig Avenue is an east-west, local roadway that provides one travel lane in each direction. At its unsignalized intersection with Dearborn Street, Ludwig Avenue provides a shared left-turn/through/right-turn lane on both approaches. At its unsignalized intersection with Center Street, Ludwig Avenue provides a shared left-turn/through/right-turn lane on both approaches that operate under stop sign control. Ludwig Avenue is under the Jurisdiction of the City of Crest Hill and parking is permitted on both sides of the road.



Aerial View of Site

Figure 1

Dearborn Street is a north-south local roadway that provides one travel lane in each direction. At its unsignalized intersection with Ludwig Avenue, Dearborn Street provides a shared left-turn/through/right-turn lane on both approaches that operate under stop sign control. At its unsignalized intersection with Rose Avenue, Dearborn Street provides a shared left-turn/right-turn lane on the northbound approach that operates under stop sign control. Dearborn Street is under the jurisdiction of the City of Crest Hill and parking is permitted on both sides of the road.

Center Street is a north-south, local roadway that provides one travel lane in each direction. At its unsignalized intersection with Ludwig Avenue, Center Street provides a shared left-turn/through/right-turn lane on both approaches that operate under stop sign control. At its unsignalized intersection with Rose Avenue, Center Street provides a shared left-turn/through/right-turn lane on both approaches that operate under stop sign control. Center Street is under the jurisdiction of the City of Crest Hill and parking is permitted on both sides of the road.

Rose Avenue is an east-west, local roadway that provides one travel lane in each direction. At its unsignalized intersection with Center Street, Rose Avenue provides a shared left-turn/through/right-turn lane on both approaches that operate under stop sign control. At its unsignalized intersection with Dearborn Street, Rose Avenue provides a shared through/right-turn lane on the eastbound approach that operates under stop sign control while the westbound approach provides a shared left-turn/through lane. Rose Avenue is under the jurisdiction of the City of Crest Hill and parking is permitted on both sides of the road.

Schedule of Events and Projected Attendance

Below is a summary of the scheduled weekly and monthly activities, along with projected attendance for each event:

- Sunday Service is held weekly from 10:00 A.M. to 12:30 P.M., with full attendance anticipated at approximately 70 members.
- Tuesday Evening Bible Study takes place every Tuesday from 7:00 P.M. to 8:30 P.M., with an expected attendance of approximately 20 members.
- Friday Prayer Session occurs each Friday from 7:30 P.M. to 9:00 P.M., with an expected attendance of approximately 10 members.
- Saturday Rehearsals (choir, ushers and volunteer workers) are held weekly at 9:00 A.M., with an estimated attendance of 20 participants.
- Departmental Leaders Training is conducted once per month with an expected attendance of approximately eight members.
- Counseling Sessions are from Tuesday through Saturday, with a maximum of two individuals per hourly session.
- Community and Religious Events, such as baby naming ceremonies, wedding receptions, and breakfast meetings, are held occasionally on an as-needed basis. Attendance for these events varies depending on the nature and scope of the event.

All events are staggered throughout the week with minimal overlap and will occur outside the peak hours, supporting manageable traffic flow and ensuring sufficient on-site parking capacity during peak and non-peak periods.

Peak Hour Traffic Volumes

As discussed above, the church currently has a total of 70 members. The volume of peak hour trips estimated to be generated by the proposed church was based on “Church” (Land-Use Code 560) vehicle trip generation rates contained in *Trip Generation Manual*, 11th Edition, published by the Institute of Transportation Engineers (ITE).

Based on ITE rates for a church with approximately 70 attendees, it is anticipated that a total of six trips would be generated during the weekday morning peak hour and a total of 37 trips during the Sunday midday peak hour. No data is provided by ITE for the weekday evening peak hour. However, based on ITE rates for an 8,800 square-foot church, it is anticipated that a total of three trips would be generated during the weekday morning peak hour, a total of four trips during the weekday evening peak hour, and a total of 91 trips during the Sunday midday peak hour. Finally, for a church with a capacity of approximately 250 seats, it is estimated that a total of 18 trips would be generated during the weekday morning, 25 trips during the weekday evening, and 111 trips during the Sunday midday peak hours.

Table 1 summarizes a comparison of the vehicle trips anticipated to be generated by the church during the peak hours.

This low volume of traffic that will be generated, especially on weekdays, will not have a detrimental impact on the adjacent roadways or intersections. The proposed church is a reuse of an existing church building and, as such, trip generation characteristics will be similar to the previous use.

Table 1
TRIP GENERATION COMPARISON

ITE Land-Use Code	Type/Size	Weekday Morning Peak Hour			Weekday Evening Peak Hour			Sunday Midday Peak Hour		
		In	Out	Total	In	Out	Total	In	Out	Total
560	Church (70 attendees)	3	3	6	--	--	--	19	18	37
560	Church (8,800 Sq. Ft.)	2	1	3	2	2	4	44	47	91
560	Church (250 seats)	11	7	18	11	14	25	54	57	111

Site Access

Access to the church will be provided via two existing full-movement access drives off Dearborn Street with one located approximately 255 feet north of Ludwig Avenue and the other one located approximately 310 feet north of Ludwig Avenue. The existing access drives provide one inbound lane and one outbound lane.

Parking Evaluation

The City of Crest Hill Zoning Ordinance requires one parking space for every four seats in the main auditorium as well as adequate spaces for all vehicles associated with the institution for uses such as churches, schools, colleges, etc. The existing building has an occupancy of 250 seats. This translates into a parking requirement of approximately 63 spaces. With 50 parking spaces provided, there will be a deficit of 13 parking spaces.

Based on the Institute of Transportation Engineers (ITE) *Parking Generation Manual*, 6th edition, the parking requirement for Land-Use Code 560 (Church) are as follows:

- 0.54 parking space per attendee, which translates to a parking demand of 40 spaces for the projected 70 attendees.
- 13.9 parking spaces per 1,000 square feet of building area, which translates into a parking demand of 123 parking spaces.

Given that the site provides approximately 50 spaces, the ITE calculated demand will result in a surplus of 10 spaces based on the number of attendees and a deficit of 38 spaces based on the building size.

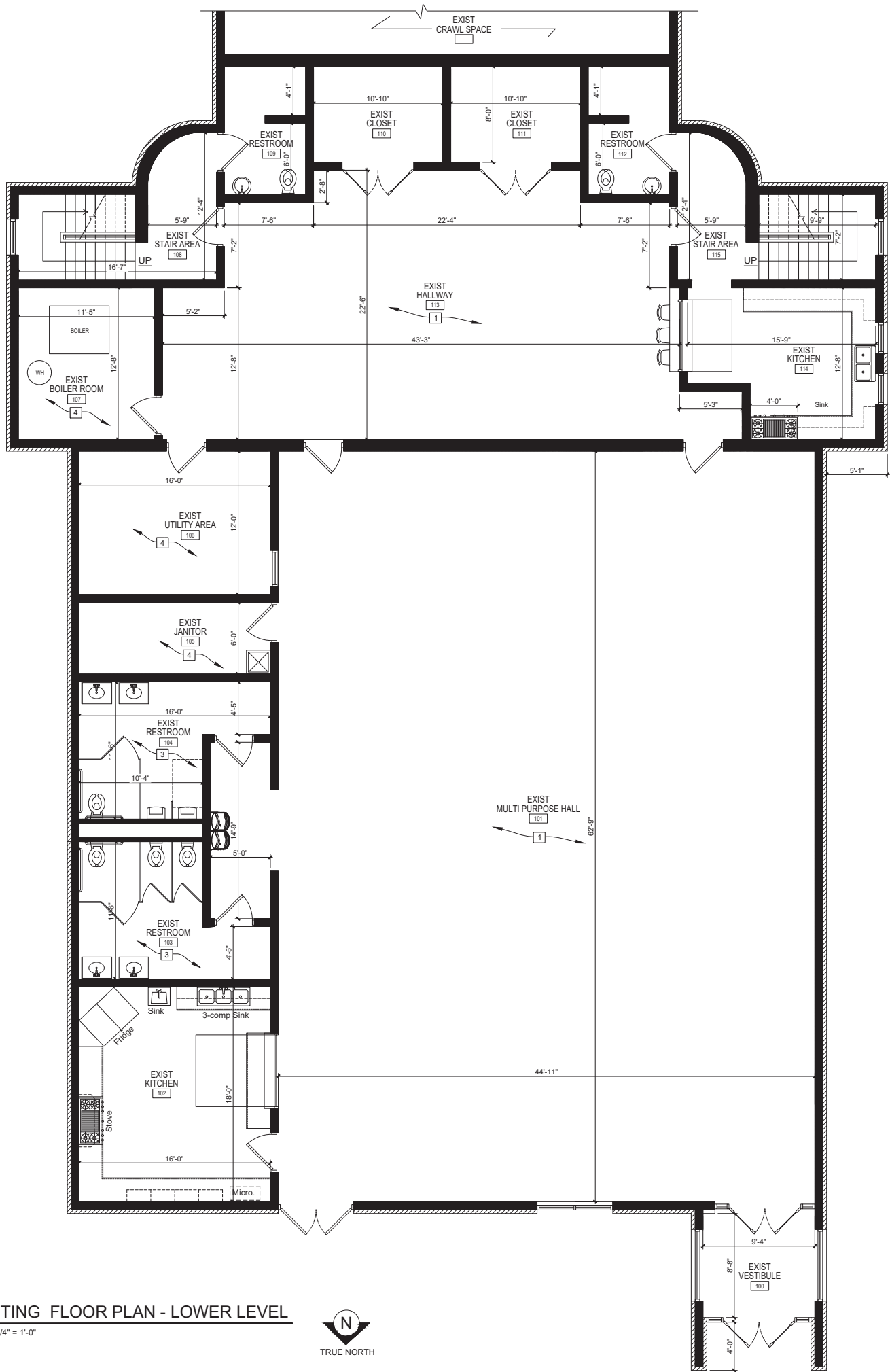
It should be noted that in the event additional parking will be required beyond the 50 spaces provided on site, the roadways adjacent to the site can accommodate approximately 70 spaces. These additional spaces can more than adequately accommodate the overflow in parking demand should it occur on Sundays.

Conclusion

Based on the proposed plan and the preceding evaluation, the following is concluded:

- The traffic that will be generated by the proposed church will be low and will be consistent with the previous church use during the morning and weekday evening peak hours.
- Access to the church will be provided via two existing full-movement access drives off Dearborn Street, which will be adequate to accommodate the projected traffic.
- The proposed parking lot with 50 spaces should be adequate in meeting the projected demand based on ITE parking ratios for the number of attendees.
- Should additional parking be required, the overflow can be accommodated by the available on-street parking adjacent to the church.

Appendix



1 EXISTING FLOOR PLAN - LOWER LEVEL
SCALE: 1/4" = 1'-0"

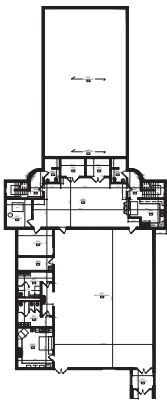


KEY NOTES - EXISTING FLOOR PLAN:

- 1 EXISTING FLOOR TO REMAIN. NO CHANGES.
- 2 EXISTING FLOOR MATERIAL TO REMAIN IN SANCTUARY. NO CHANGES.
- 3 EXISTING FLOOR FINISH TO REMAIN IN RESTROOMS. NO CHANGES.
- 4 EXISTING FLOOR FINISH TO REMAIN IN UTILITY AREAS. NO CHANGES.

NOTE:

- EXISTING FLOOR PLAN AND ROOMS TO REMAIN AS IS. NO CHANGES.



2 KEY PLAN - LOWER LEVEL
SCALE: N.T.S

Do Not Scale Drawings. Use Given Dimensions. Report Any Discrepancies Of Dimensions To The Architect Or Construction Superintendent Before Proceeding With Work.

ST. ANNE CATHOLIC CHURCH
1800 DEARBORN ST.
CRESTHILL, IL 60403

FORMER PROPERTY FOR:

DATE REVISIONS

PROPOSED NEW PROPERTY FOR:

Redemption
Hour Ministry

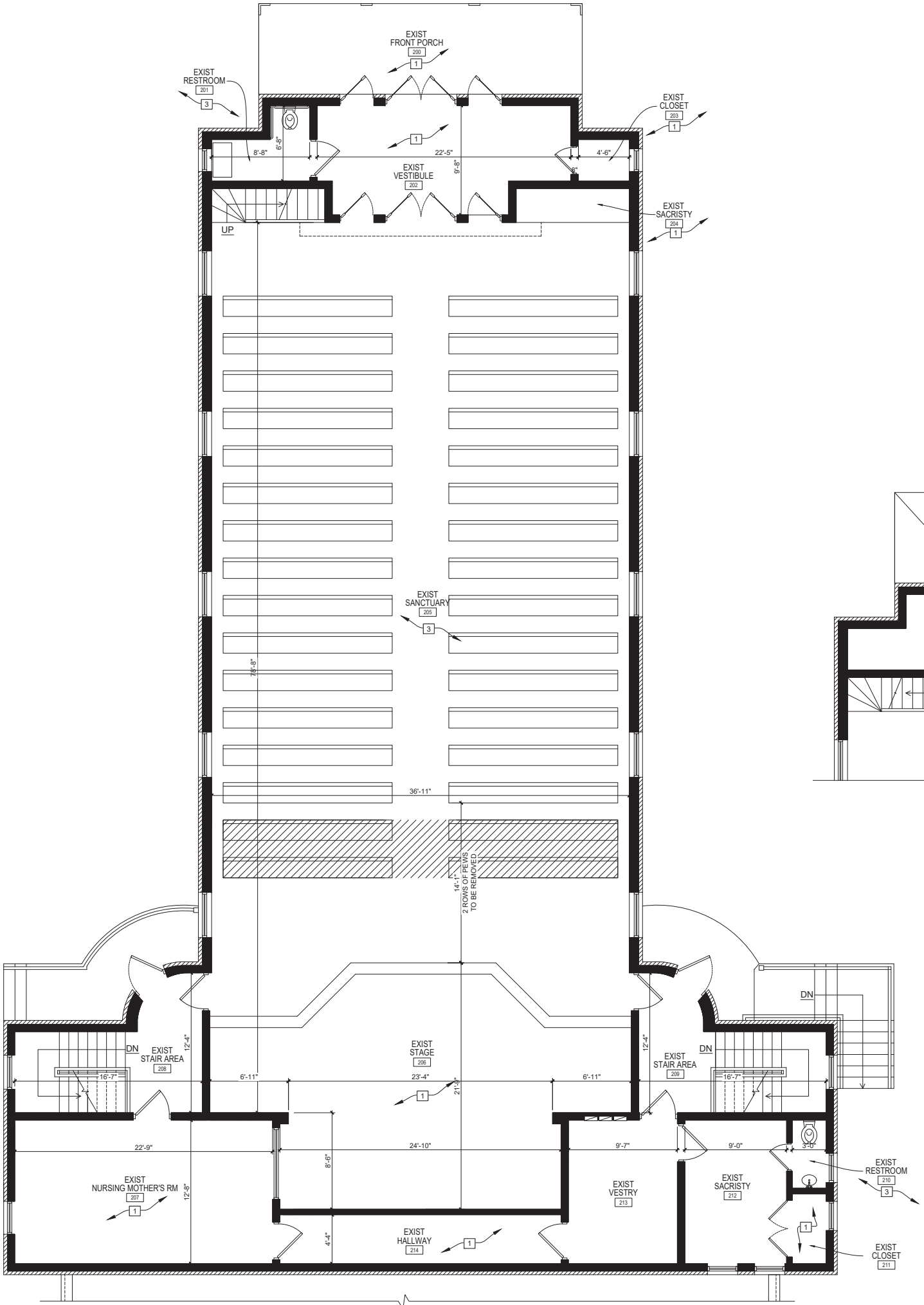
TITLE:
EXISTING FLOOR PLAN

DRAWN BY: HA
SCALE: As Shown

CHECKED BY: DATE: 3.15.2025

JOB NO: C25 - 03

SHEET #
A1.0

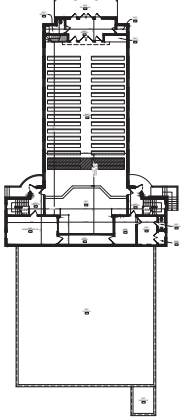


KEY NOTES - EXISTING FLOOR PLAN:

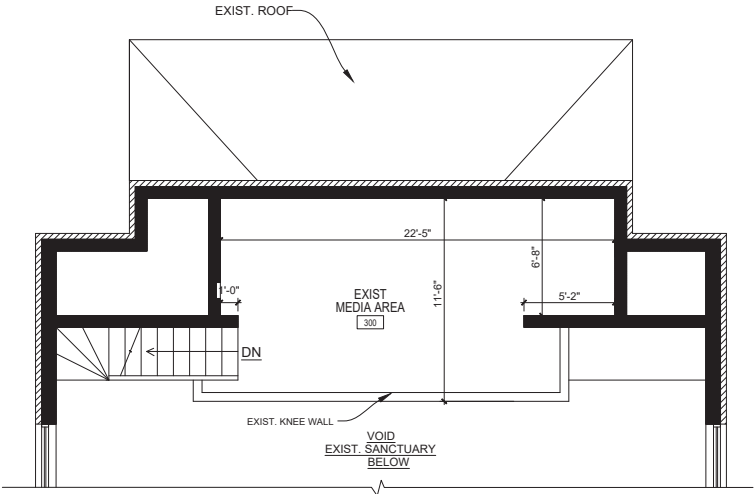
- 1 EXISTING FLOOR TO REMAIN. NO CHANGES.
- 2 EXISTING FLOOR MATERIAL TO REMAIN IN SANCTUARY. NO CHANGES.
- 3 EXISTING FLOOR FINISH TO REMAIN IN RESTROOMS. NO CHANGES.
- 4 EXISTING FLOOR FINISH TO REMAIN IN UTILITY AREAS. NO CHANGES.

NOTE:

- EXISTING FLOOR PLAN AND ROOMS TO REMAIN AS IS. NO CHANGES.



3 KEY PLAN - UPPER LEVEL
SCALE: N.T.S



2 EXISTING MEDIA AREA - MEZZANINE LEVEL
SCALE: 1/4" = 1'-0" TRUE NORTH

1 EXISTING FLOOR PLAN - UPPER LEVEL
SCALE: 1/4" = 1'-0" TRUE NORTH

Do Not Scale Drawings. Use Given Dimensions. Report Any Discrepancies Of Dimensions To The Architect Or Construction Superintendent Before Proceeding With Work.

ST. ANNE CATHOLIC CHURCH
1800 DEARBORN ST.
CRESTHILL, IL 60403

FORMER PROPERTY FOR:

DATE REVISIONS

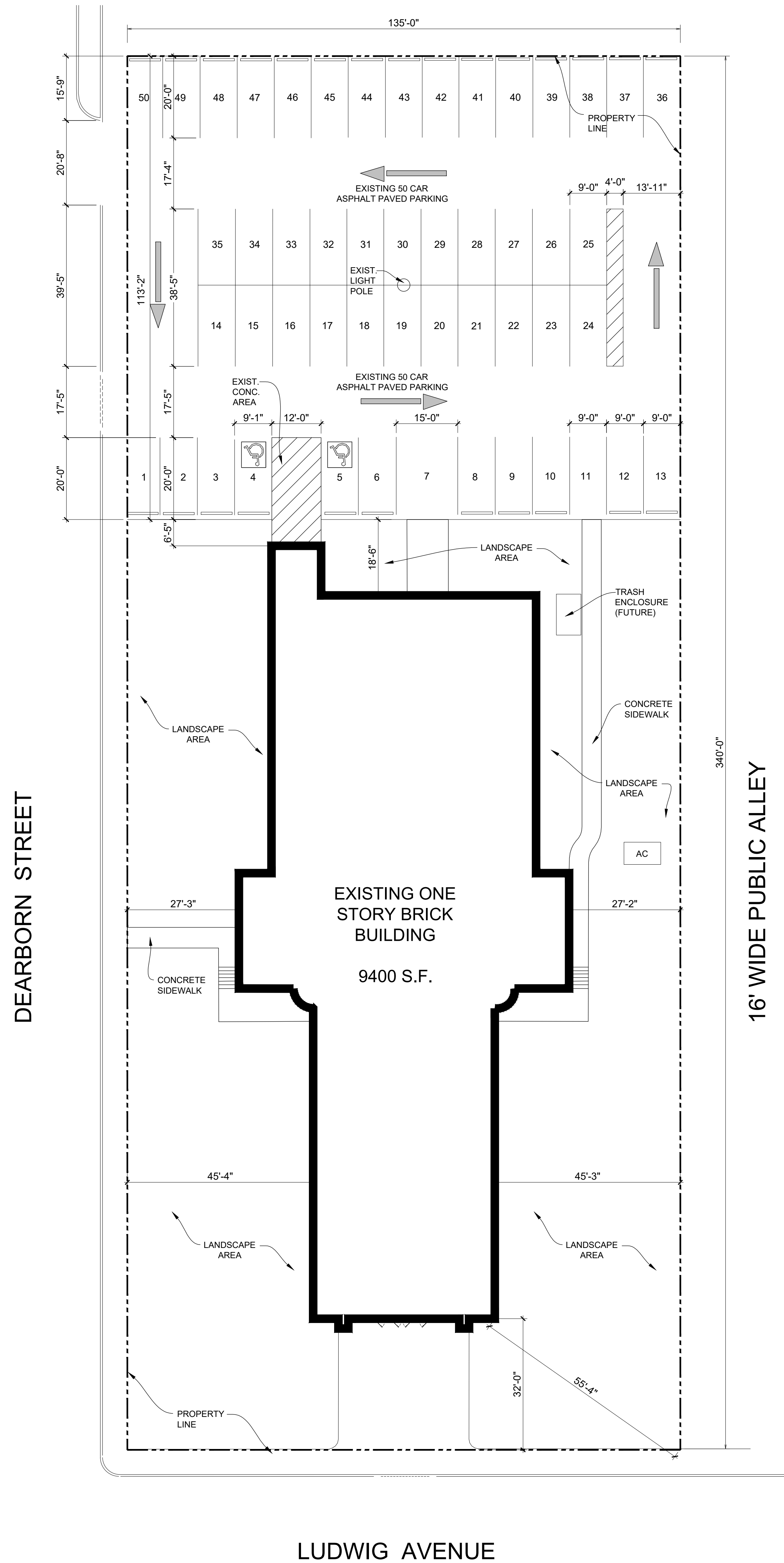
PROPOSED NEW PROPERTY FOR:
Redemption
Hour Ministry

TITLE:
EXISTING FLOOR PLAN

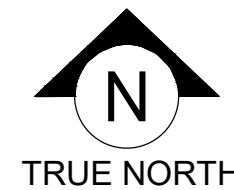
DRAWN BY: HA
CHECKED BY: DATE: 3.15.2025

JOB NO: C25 - 03

SHEET #
A1.1



1 EXISTING SITE PLAN - LOWER LEVEL
SCALE: 1/16" = 1'-0"



ZONING ORDINANCE AND CITY CODE PROVISIONS

Required and Potentially Required Variations from Zoning Ordinance and City Code Provisions

1800 Dearborn Street Zoning and City Code Review

1.) **Zoning Bulk Regulations** - Following standards and requirements of Table 1 Zoning Districts and Standards: Residential District (The property is zoned R-1), we will need the site plan/drawings updated to include the following dimensions and an analysis chart providing the items listed below

- 30' front yard set back required - 32 feet provided
- 10' side yard building setback required. 27 feet provided.
- 20' corner side yard building setback required 55 feet provided
- 30' rear yard building setback required. 113 ft provided.
- 50% maximum lot coverage allowed. It is unclear what lot coverage is being proposed. Applicant to provide additional detailed proposed lot coverage calculations

LOT COVERAGE IS 26,510 SF (EXIST. BUILDING + PARKING + SIDEWALK AND ANY OTHER IMPERVIOUS COVERAGE IMPROVED ON SUBJECT PARCEL) / 45900 SF (EXIST LOT) = +/- 58 %

Building - 9400 SF

Parking Lot - 15,275 SF

Sidewalks + impervious coverage - 1835 SF

TOTAL LOT COVERAGE - 26,510 SF / 45,900 = +/- 58%

2.) **Off Street Parking Space Regulation** 55 parking spaces (9' x 18.5' if 90 degree) are required per Section 11.8. based on 28 pews with a length of 13'. Please verify and insert the number of parking spaces provided as this will be a required variation.

SEE EXISTING SITE PLAN

3.) Parking lot regulations

- Applicant will need to dimension the parking spaces and the drive aisles and compare the measurements to the chart for 90 degree parking spaces found within this Zoning Ordinance section.

SEE EXISTING SITE PLAN

- Per 11.5-2, a five foot landscape buffer is required from edge of spaces to abutting property lines when parking is in the side and rear yards. There should be some indication on the drawings that this setback is zero feet.

SEE EXISTING SITE PLAN

4.) **Dumpster Enclosure:** Applicant must provide additional information as to where the trash bins will be stored and how they will be screened from the public right-of-way.

SEE EXISTING SITE PLAN

5.) **City Code Curb Cut Regulation** - The maximum curb cut width as cited in the City Code Section 15.04.040(H)(8) is 30'. Provide dimensions of the curb cut(s) at the property line or provide the dimension in an analysis chart shown on the drawings.

PARKING HAS SINGLE ENTRY AND SINGLE EXIT

6.) **City Code Live Planting Count Requirement** - Section 15.04.040 also requires one live planting for every 725 square feet of land area. Since the lot is 45,900 square feet, that yields a requirement for 63 live plantings. Please provide a figure on the updated drawings as to how many live plantings are provided on the current property.

EXISTING FACILITY HAS 162 LIVE PLANTING

FORMER PROPERTY FOR:

ST. ANNE CATHOLIC CHURCH
1800 DEARBORN ST.
CRESTHILL, IL 60403

DATE	REVISIONS

PROPOSED NEW PROPERTY FOR:
**Redemption
Hour Ministry**

TITLE:
EXISTING SITE PLAN

DRAWN BY:
HA

SCALE:
As Shown

CHECKED BY:

DATE:
3.15.2025

JOB NO:
C25 - 03

SHEET #
A0.5

FORMER PROPERTY FOR:

ST. ANNE CATHOLIC CHURCH
1800 DEARBORN ST.
CRESTHILL, IL 60403

DATE	REVISIONS

CS-1

Aerial Map

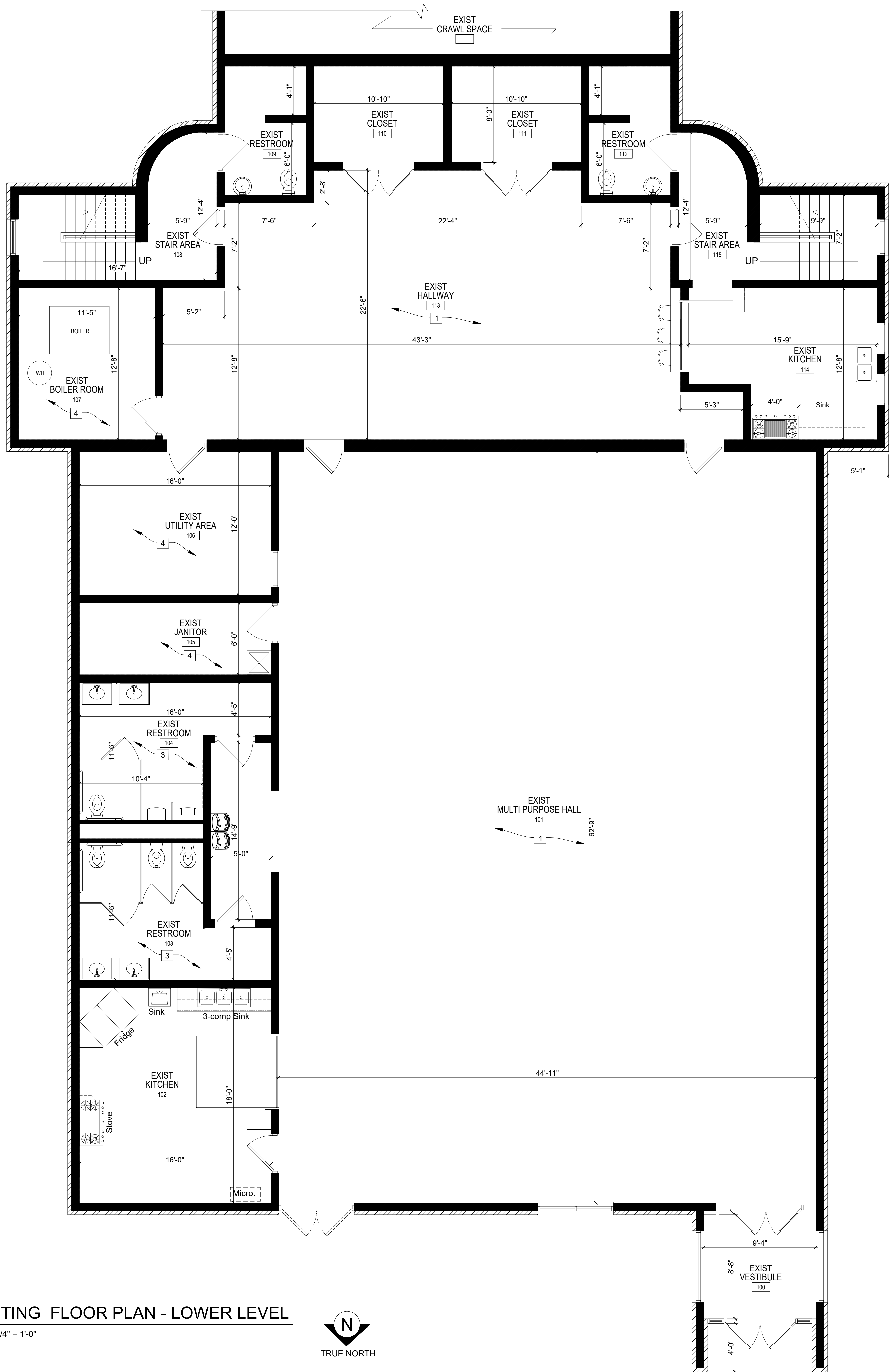
PROJECT LOCATION EXISTING CHURCH

KEY PLAN

N

KEY PLAN

N.T.S.



1 EXISTING FLOOR PLAN - LOWER LEVEL
SCALE: 1/4" = 1'-0"

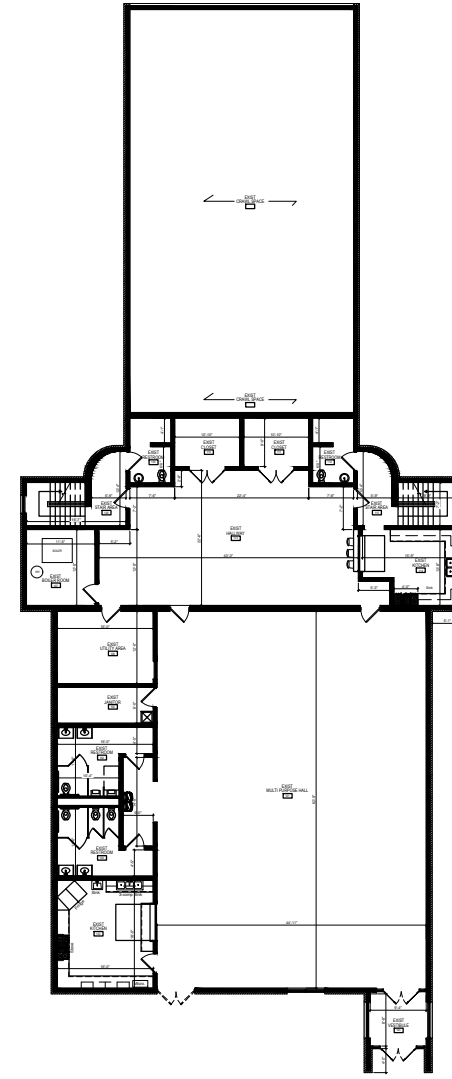


KEY NOTES - EXISTING FLOOR PLAN:

- 1 EXISTING FLOOR TO REMAIN. NO CHANGES.
- 2 EXISTING FLOOR MATERIAL TO REMAIN IN SANCTUARY. NO CHANGES.
- 3 EXISTING FLOOR FINISH TO REMAIN IN RESTROOMS. NO CHANGES.
- 4 EXISTING FLOOR FINISH TO REMAIN IN UTILITY AREAS. NO CHANGES.

NOTE:

- EXISTING FLOOR PLAN AND ROOMS TO REMAIN AS IS. NO CHANGES.



2 KEY PLAN - LOWER LEVEL
SCALE: N.T.S

Do Not Scale Drawings. Use Given Dimensions.
Report Any Discrepancies Of Dimensions To
The Architect Or Construction Superintendent
Before Proceeding With Work.

ST. ANNE CATHOLIC CHURCH
1800 DEARBORN ST.
CRESTHILL, IL 60403

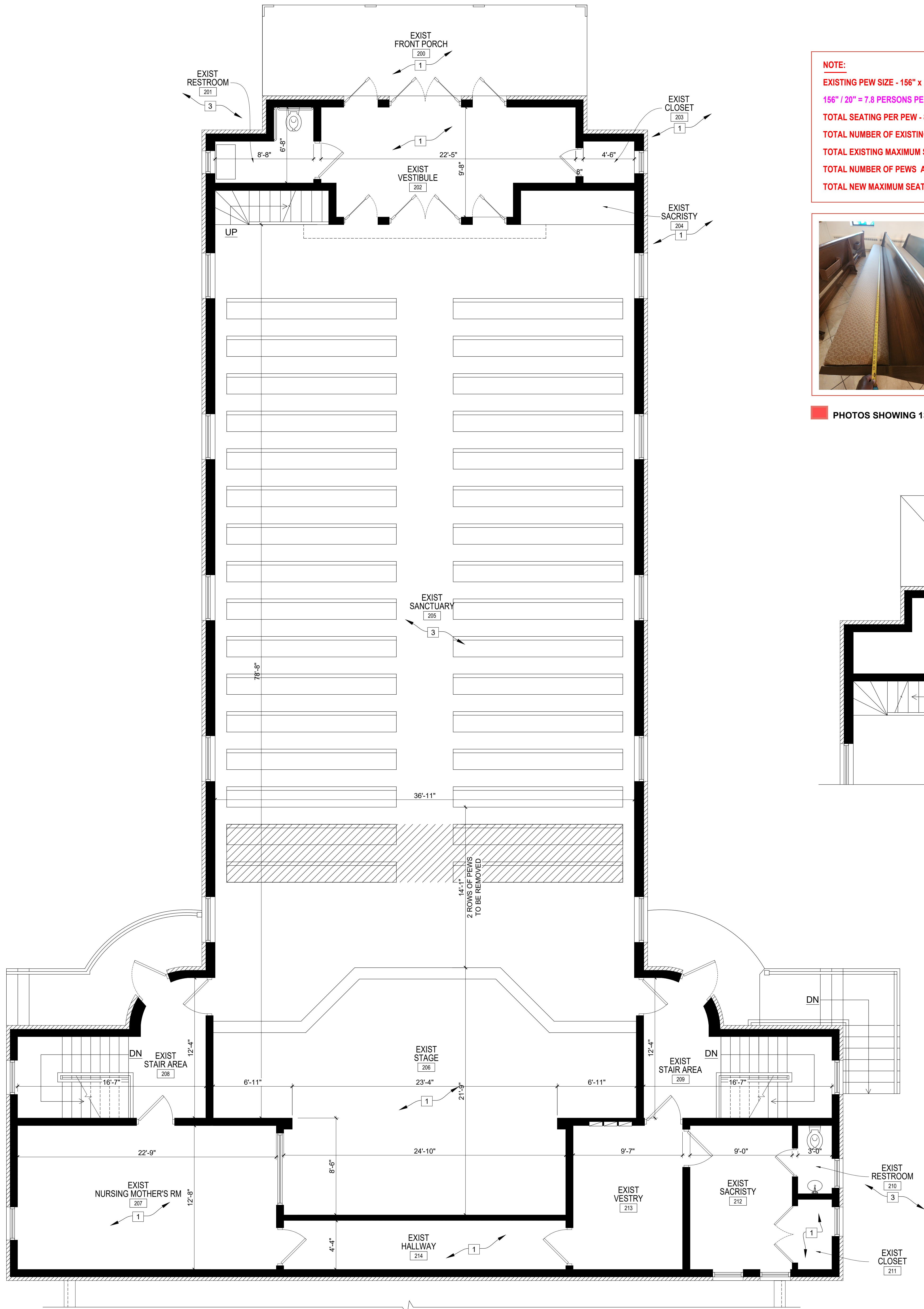
FORMER PROPERTY FOR:

DATE	REVISIONS

PROPOSED NEW PROPERTY FOR:
Redemption
Hour Ministry

TITLE:
EXISTING FLOOR PLAN

DRAWN BY: HA	SCALE: As Shown
CHECKED BY:	DATE: 3.15.2025
JOB NO:	C25 - 03
SHEET #	A1.0



NOTE:
EXISTING PEW SIZE - 156" x 16" (13'-0" x 1'-4")
156" / 20" = 7.8 PERSONS PER PEW.
TOTAL SEATING PER PEW - 8 PERSONS
TOTAL NUMBER OF EXISTING PEWS - 32
TOTAL EXISTING MAXIMUM SEATING CAPACITY - 256
TOTAL NUMBER OF PEWS AFTER REMOVAL OF 4 PEWS - 28.
TOTAL NEW MAXIMUM SEATING CAPACITY AFTER REMOVAL OF 4 PEWS - 224



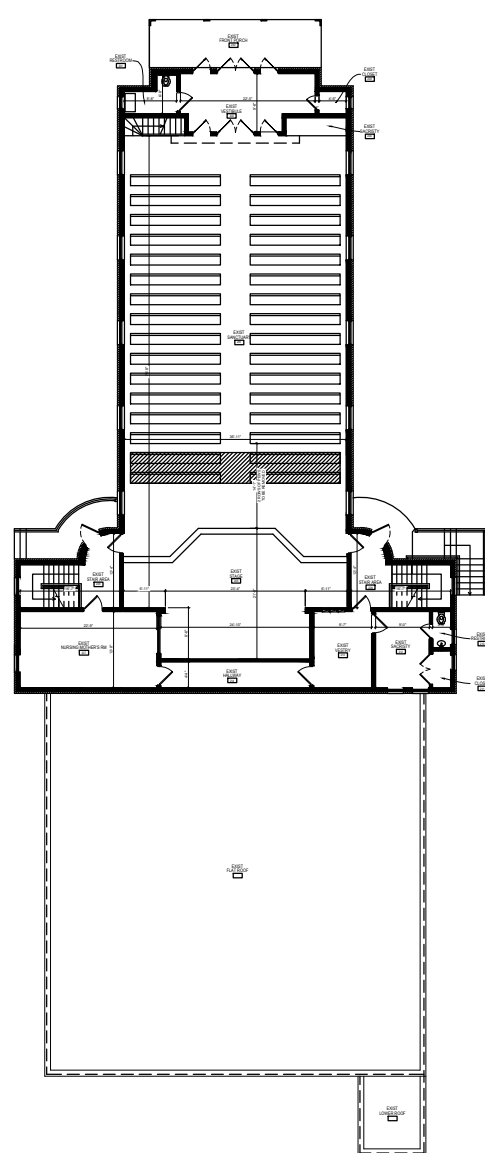
PHOTOS SHOWING 13'-0" X 1'-4" EXISTING PEW

KEY NOTES - EXISTING FLOOR PLAN:

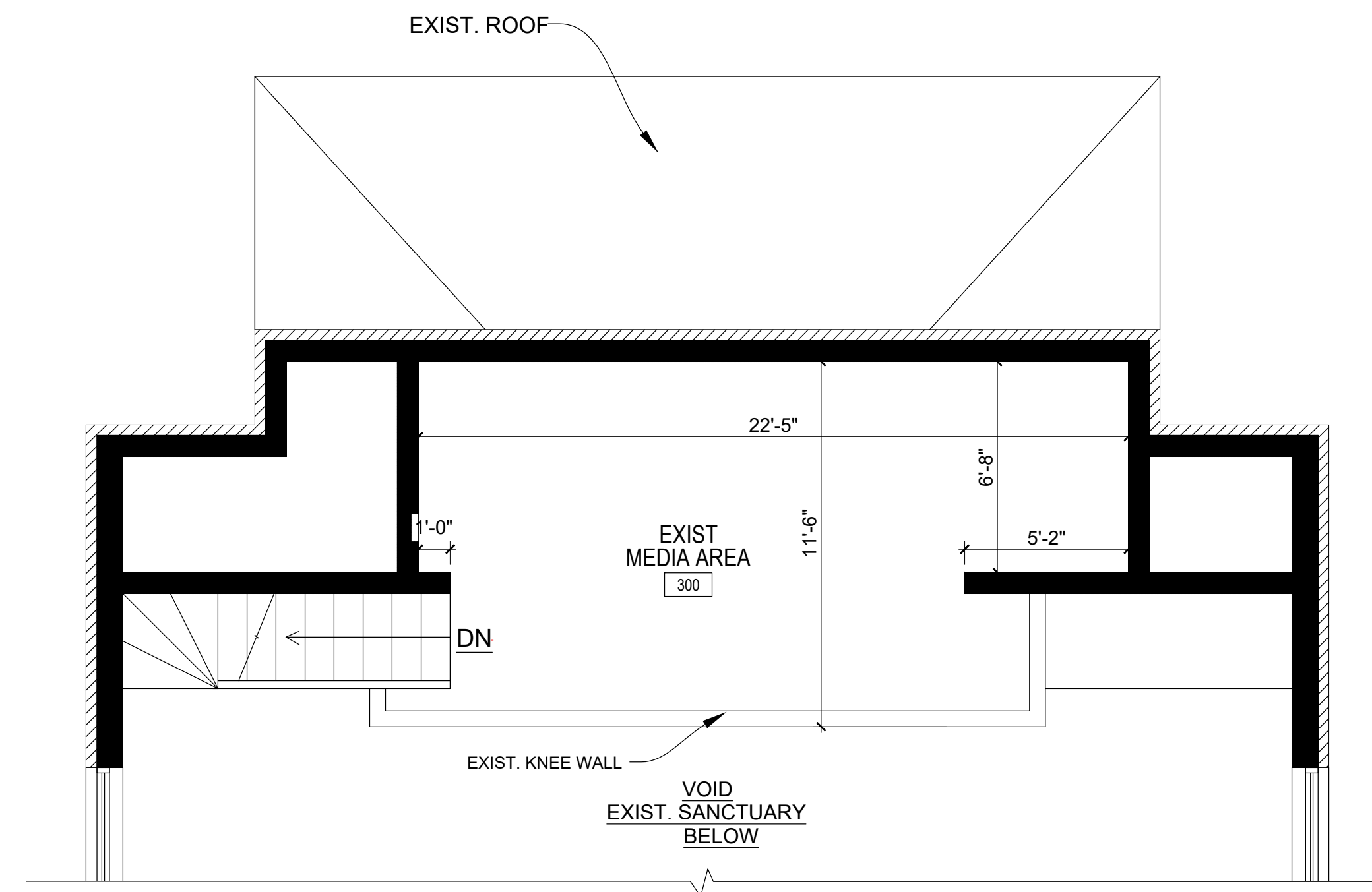
- 1 EXISTING FLOOR TO REMAIN. NO CHANGES.
- 2 EXISTING FLOOR MATERIAL TO REMAIN IN SANCTUARY. NO CHANGES.
- 3 EXISTING FLOOR FINISH TO REMAIN IN RESTROOMS. NO CHANGES.
- 4 EXISTING FLOOR FINISH TO REMAIN IN UTILITY AREAS. NO CHANGES.

NOTE:

- EXISTING FLOOR PLAN AND ROOMS TO REMAIN AS IS. NO CHANGES.

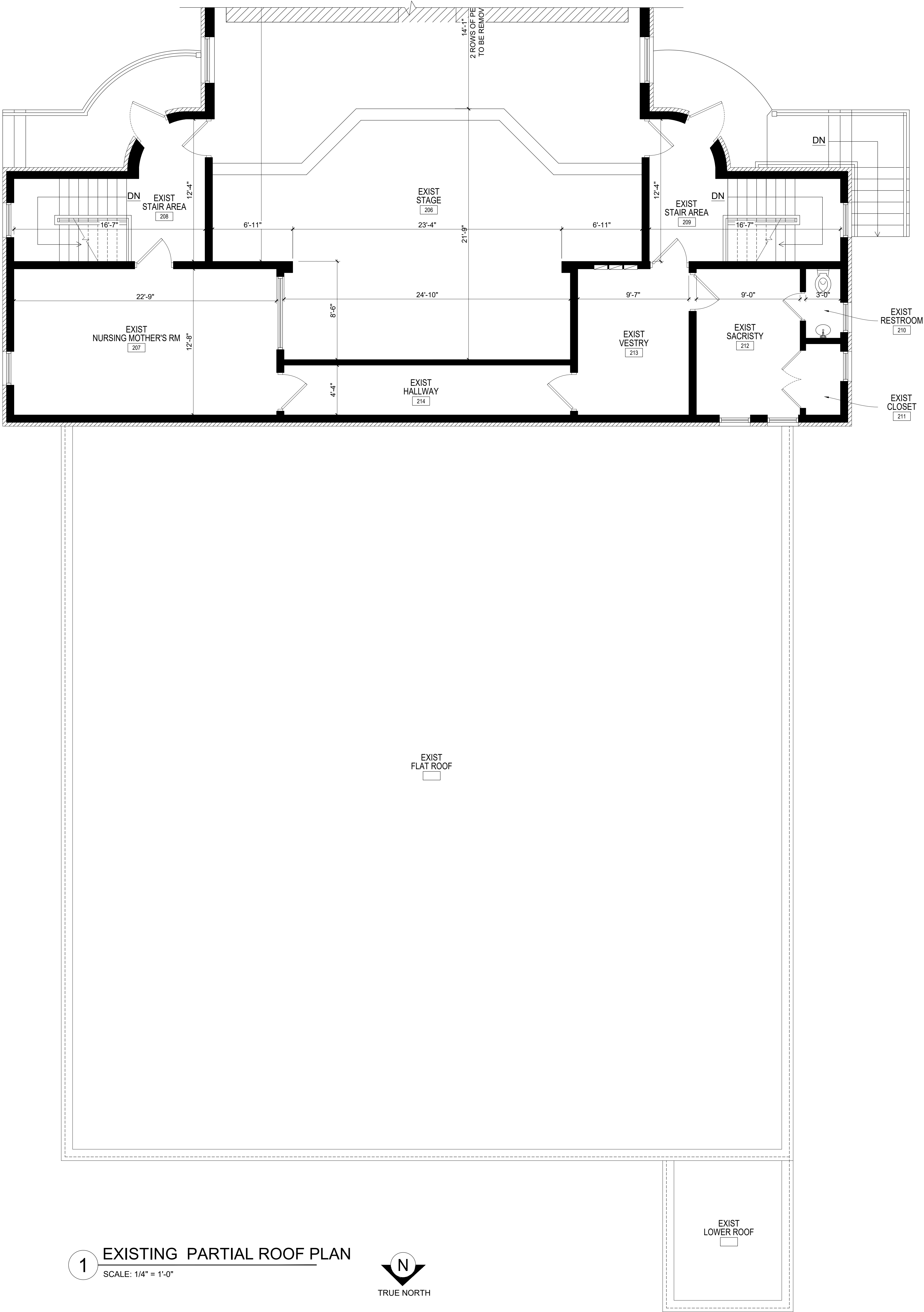


3 KEY PLAN - UPPER LEVEL
SCALE: N.T.S.



2 EXISTING MEDIA AREA - MEZZANINE LEVEL
SCALE: 1/4" = 1'-0" TRUE NORTH

1 EXISTING FLOOR PLAN - UPPER LEVEL
SCALE: 1/4" = 1'-0" TRUE NORTH

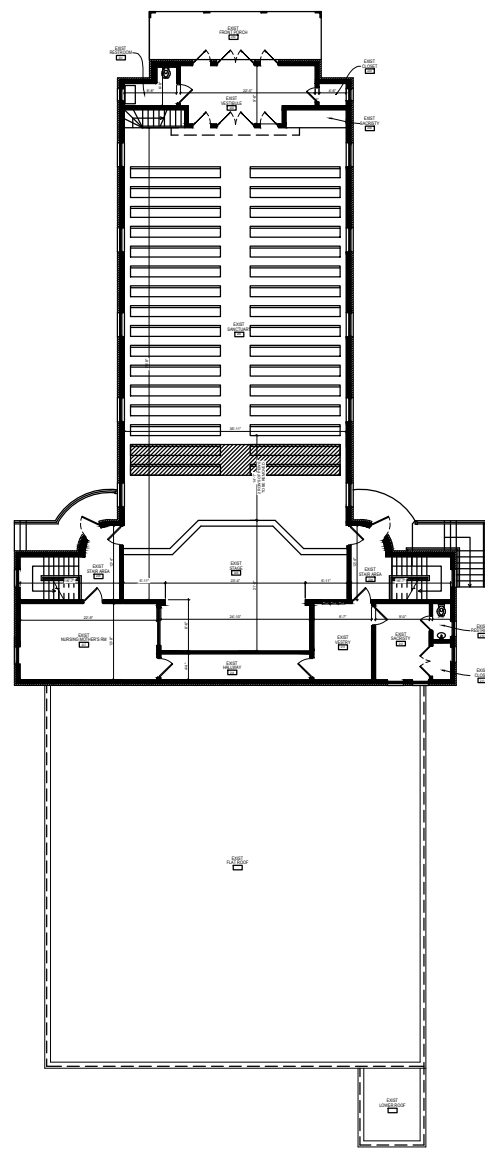


KEY NOTES - EXISTING FLOOR PLAN:

- 1. EXISTING FLOOR TO REMAIN. NO CHANGES.
- 2. EXISTING FLOOR MATERIAL TO REMAIN IN SANCTUARY. NO CHANGES.
- 3. EXISTING FLOOR FINISH TO REMAIN IN RESTROOMS. NO CHANGES.
- 4. EXISTING FLOOR FINISH TO REMAIN IN UTILITY AREAS. NO CHANGES.

NOTE:

- EXISTING FLOOR PLAN AND ROOMS TO REMAIN AS IS. NO CHANGES.



2 KEY PLAN UPPER/ROOF LEVEL
SCALE: N.T.S

Do Not Scale Drawings. Use Given Dimensions.
Report Any Discrepancies Of Dimensions To
The Architect Or Construction Superintendent
Before Proceeding With Work.

ST. ANNE CATHOLIC CHURCH
1800 DEARBORN ST.
CRESTHILL, IL 60403

FORMER PROPERTY FOR:

DATE	REVISIONS

PROPOSED NEW PROPERTY FOR:
Redemption
Hour Ministry

TITLE:
EXISTING ROOF PLAN

DRAWN BY: HA	SCALE: As Shown
CHECKED BY:	DATE: 3.15.2025
JOB NO:	C25 - 03
SHEET #	A1.2

EXHIBIT C

UNCONDITIONAL AGREEMENT AND CONSENT

TO: The City of Crest Hill, Illinois (“City”):

WHEREAS, Redemption Hour Ministry (the “**Applicant**”) is the contract purchaser of that certain real property commonly known 1800 Dearborn Street in the City of Crest Hill, Illinois and bearing the PIN: 11-04-33-315-001-0000 (“**Subject Property**”); and

WHEREAS, the Diocese of Joliet (the “**Owner**”) is the owner of the Subject Property; and

WHEREAS, Ordinance No. _____, approved and passed by the Crest Hill City Council on July 7, 2025, (“the **Ordinance**”), conditionally approved a Special Use Permit and Variations to allow the reactivation of a church use on the Subject Property, subject to certain enumerated and specified conditions; and

WHEREAS, Section 6 of the Ordinance provides, among other things, that the Ordinance shall not take effect, and is subject to automatic repealer and rescission, unless and until the Applicant and Owner have executed, within 60 days following the passage of the Ordinance, this Unconditional Agreement and Consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Ordinance.

NOW, THEREFORE, the Applicant does hereby agree, and covenant as follows:

1. The Applicant and Owner hereby unconditionally agrees to, accept, consent to, and will abide by all terms, conditions, limitations, restrictions, and provisions of the Ordinance.
2. The Applicant and Owner acknowledge that public notices and hearings have been properly given and held with respect to the application process and passage of the Ordinance, understand and have considered the possibility of revocation of the Ordinance as a result of violation of its terms or failure to abide by the conditions set forth in the Ordinance, and agree, covenant and warrant that they will not challenge any such revocation on the basis of any procedural infirmity or a denial of any procedural right, provided that notice of the City’s intent to Repeal or Revoke the Ordinance shall be provided to the Applicant and Owner.
3. The Applicant and Owner acknowledge and agree that the City shall not be in any way liable for any damages or injuries that may be sustained as a result of the City’s granting of the Special Use Permit and Variations, or its passage of the Ordinance, and that the City’s approvals do not, and will not, in any way be deemed to insure the Applicant and/or Owner against damage or injury of any kind at any time.

4. The Applicant and Owner hereby agree to release, defend, indemnify and hold harmless the City of Crest Hill, its corporate authorities, elected and appointed officials, officers, employees, agents, representatives, and attorneys from any and all claims that may, at any time, be asserted against them in connection with (a) the City's review and approval of any plans and issuance of any permits, (b) the City's passage of the Ordinance, and (c) the maintenance and use of the Property as authorized by the Ordinance.

Redemption Hour Ministry

By: _____

Its: _____

Date: _____

SUBSCRIBED and SWORN to before me
this _____ day of _____, 2025.

Notary Public

My commission expires: _____

Diocese of Joliet

By: _____

Its: _____

Date: _____

SUBSCRIBED and SWORN to before me
this _____ day of _____, 2025.

Notary Public

My commission expires: _____

DRAFT



City Council Agenda Memo

Crest Hill, IL

Meeting Date:	June 23, 2025
Submitter:	Patrick Ainsworth, AICP Community and Economic Development Director Ron Mentzer, Community and Economic Development Consultant
Department:	Community & Economic Development
Agenda Item:	Discussion and Consideration of a Text Amendments to the Crest Hill Zoning Ordinance

Summary:

Community and Economic Development staff appeared before the Plan Commission/Zoning Board of Appeals (PCZBA) on June 12, 2025, requesting text amendments to the Crest Hill Zoning Ordinance to assist with the modernization and enhancement of this document as it relates to several land uses. The land uses and zoning terms included in the packet fall within four main themes:

Motorized Vehicle Storage and Salvage Related Activities

- Vehicle Salvage and Wrecking
- Junkyards
- Storage Garages
- Bus, Truck, Tractor, RV and Boat Storage Yard
- Inoperable Motor Vehicle Storage
- Architectural Salvage Facilities

Contractor and Landscaping Based Businesses**Beauty and Personal Service-Related Businesses**

- Barber Shop/Beauty Parlor/Salon
- Alternative Beauty and Personal Services

Firearm Related Business

- Retail Firearms Sales
- Off-Premises Federal Firearms License (FFL) Transfer Businesses
- Firearm Manufacturer

The PCZBA heard the testimony from City staff and had one additional request to the proposed text amendment which was to add “recreational vehicle” to the land use of, “Bus, Truck, Tractor, RV and Boat Storage Yard” since recreational vehicles are closely related to tractors, boats and buses. The addition of recreational vehicles has been added to the proposed Ordinance.

With regard to firearm related businesses. There are a series of maps that have been provided showing where firearm retailers, federal firearm license transfer businesses and firearm manufacturers can locate within Crest Hill after hypothetically obtaining a Special Use Permit. All firearm businesses must live by certain setbacks from

City Council Work Session

June 23, 2025

City-Wide Text Amendments

churches, schools and daycare facilities. Additionally, any firearm business will have to go through a Special Use process which involves a public hearing and City Council approval. The City of Crest Hill does not have regulations within the Zoning Ordinance regulating firearm-based businesses where other communities do. Updating the Zoning Ordinance with such regulations will assist with the regulation and careful consideration of such businesses.

After hearing all testimony, the PCZBA favorably recommended on a vote of 5 to 0 for the City Council to consider the proposed text amendments.

Recommended Council Action: Community Development staff recommends that the City Council allow the subject Ordinance to go on the July 7, 2025, Regular Meeting Agenda for final consideration.

Attachments:

- Attachment A - June 12, 2025 DRAFT Plan Commission Meeting Minutes
- Attachment B – Text Amendment Ordinance (with associated Exhibits)
- Attachment C- Reference Maps Showing Where Firearm Businesses Can Locate

MINUTES OF THE CREST HILL PLAN COMMISSION

The June 12, 2025, Plan Commission meeting was called to order by Chairman Bill Thomas, at 7:00 p.m. in the Council Chambers of the City Center, 20600 City Center Boulevard, Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Roll call indicated the following present: Chairman Bill Thomas, Commissioner Ken Carroll, Commissioner Cheryl Slabozeski, Commissioner Jeff Peterson, Commissioner Gordon Butler.

Also present were: Community & Economic Development Director Patrick Ainsworth, Community Development Consultant Ron Mentzer, City Attorney Mike Stiff, Executive Secretary Samantha Tilley.

Absent were: Commissioner Marty Flynn, Commissioner John Stanton.

Chairman Thomas welcomed Gordon Butler back to the Planning Commission for a second time. He introduced Mike Stiff as the City Attorney, Pat Ainsworth as the Economic and Community Development Director, and Ron Mentzer as the Economic and Community Development Consultant. He also introduced Samantha Tilley as the Executive Director.

APPROVAL OF MINUTES: Chairman Thomas asked for a motion to approve the minutes from the Special Plan Commission meeting held on April 24, 2025, for Commission approval.

(#1) Motion by Commissioner Carroll seconded by Commissioner Peterson, to approve the minutes from the Special Plan Commission meeting held on April 24, 2025.

On roll call, the vote was:

AYES: Commissioners Carroll, Peterson, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

PUBLIC HEARING: Chairman Bill Thomas presented case number V-25-1-6-1, Request of A & J Rehab Properties for the approval variations from various sections of the Crest Hill Zoning Ordinance and the City Code of Ordinances that would allow the existing four-unit apartment building on the 13,374 square foot, R-3 Multi-Family District zoned property located at 1813 N. Broadway Street in Crest Hill, Illinois to be renovated and numerous existing non-conforming conditions to remain on this property post completion of the apartment building renovation project.

Chairman Thomas asked if the paperwork is in order. The necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing on Case Number V-25-1-6-1.

(#2) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to open a public hearing on case number V-25-1-6-1.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Carroll, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:03 p.m.

Chairman Thomas asked the Community Development Consultant Ron Mentzer to present the specifics on this case.

Consultant Mentzer provided a comprehensive overview of the case, which involved a request from A & J Rehab Properties for approval of variations from various sections of the Crest Hill Zoning Ordinance and City Code of Ordinances for the property located at 1813 N. Broadway Street. A & J Rehab Properties is aiming to renovate the existing four-unit apartment building while maintaining numerous existing non-conforming conditions.

Consultant Mentzer detailed the property's history, dating back to the 1920s, originally developed before the City of Crest Hill was incorporated. Over time, this property evolved into what is currently a unique multi-family building on the only multi-family zoned property along this segment of Broadway Street.

The applicant, represented by BR Design and Architecture, purchased the property in a state of disrepair and after the City had posted the property "Not Approved for Occupancy" due to deplorable conditions. They initiated renovations, during which they discovered the central section of the building was structurally unsound, which led them to demolish this section of the building.

Consultant Mentzer highlighted the proposed improvements for the property, including reducing the impervious surface area, paving the driveway, and parking spaces—a compliance measure with the City's current regulations—and complying with landscape planting requirements. Additional improvements include constructing one or two enclosed refuse areas and installing downward-focused illumination for parking spaces.

Moreover, Consultant Mentzer discussed the variations being requested. These include maintaining existing setbacks, unit sizes, and other non-conforming conditions that if not allowed to continue, would require extensive rebuilding in order to comply with current codes, which are not deemed feasible or economically viable for the applicant.

Chairman Thomas asked the representative for the applicant to approach the podium and be sworn in.

Brian Gould, representing BR Design and Architecture, emphasized the property owner's vested interest in the community, given Mr. Cruz's (property owner) business interests close to the subject

property. Mr. Gould detailed that the triggered need for variances stemmed predominantly from the demolition decision, a step taken to ensure structural integrity and safety.

Chairman Thomas asked the commissioners if anyone had a comment or question.

Commissioners engaged Mr. Brian Gould with questions surrounding garbage stations on the property. Mr. Gould clarified that while two garbage corrals were initially planned, the exact number would be tailored based on the emerging refuse disposal needs and vendor input.

Chairman Thomas asked if anyone in the audience would like to make a public comment. There were none.

Chairman Thomas asked for a Motion to Close the Public Hearing on Case Number V-25-1-6-1.

(#3) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to close the public hearing on case number V-25-1-6-1.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Butler, Carroll, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 7:27 p.m.

Chairman Thomas commented that the home was built in 1920 before Crest Hill was even a City and it is a unique situation and if the City had told the owner to tear it down and start over the owner probably would not have done that because of the expense and that would not be a good thing for Crest Hill or that neighborhood. He also said after the rehab is complete this will enhance the neighborhood. Chairman Thomas then asked the applicant, Mr. Cruz, if he has seen and agreed to the eight (8) conditions and Mr. Cruz stated that he agrees to the eight (8) conditions.

Chairman Thomas asked for a motion to approve the recommendation of case number V-25-1-6-1, the Request of A & J Rehab Properties for the approval variations from various sections of the Crest Hill Zoning Ordinance and the City Code of Ordinances that would allow the existing four-unit apartment building on the 13,374 square foot, R-3 Multi-Family District zoned property located at 1813 N. Broadway Street in Crest Hill, Illinois to be renovated and numerous existing non-conforming conditions to remain on this property post completion of the apartment building renovation project, subject to the applicant's compliance with the eight (8) conditions – outlined in the June 12, 2025 Plan Commission Staff Report for this application.

(#4) Motion by Commissioner Butler seconded by Commissioner Peterson, to approve the recommendation of case number V-25-1-6-1, the Request of A & J Rehab Properties for the approval variations from various sections of the Crest Hill Zoning Ordinance and the City Code of Ordinances that would allow the existing four-unit apartment building on the 13,374 square foot, R-3 Multi-Family District zoned property located at 1813 N. Broadway Street in Crest Hill, Illinois to be renovated and numerous existing non-conforming conditions to remain on this

property post completion of the apartment building renovation project, subject to the applicant's compliance with the following eight (8) conditions:

1. Remove existing private concrete stairs that connect to the public sidewalk along the west side of Broadway St. and restore disturbed area with grass.
2. Obtain a building permit and construct new refuse container enclosures in the locations reflected on Proposed Site Plan (Staff Report Exhibit F). The design of these enclosures shall comply with applicable City design requirements.
3. Reside and trim all four sides of the 4-unit building with LP Smart Siding composite trim and shake shingle accent details in substantial conformance with the Proposed Elevation Plan (Staff Report Exhibit H).
4. Obtain a building permit and pave the proposed driveway/parking improvements on the property in substantial conformance with the location and dimensions reflected on Proposed Site Plan (Staff Report Exhibit F). The design and striping of these improvements shall comply with applicable City design requirements.
5. Install new "One-Way Entrance" and One-Way Exit" Directional signs on the Subject Property at each private driveway connection to Broadway Street.
6. Restore Disturbed areas on the site that will not be covered with structures or pavement with topsoil and grass or mulch.
7. Install and maintain the landscaping reflected on the proposed Landscape Plan (Staff Report Exhibit I)
8. Amend existing building permit for the building renovation project to accommodate the installation of building mounted light fixtures that would illuminate the proposed parking spaces in front of the building. Cut sheets and mounting details for said fixtures shall be provided in the building permit amendment submittal. Said light fixtures shall be flat glass fixtures mounted so the lens of the fixture is oriented parallel to the ground surface below. "Flood lights" designed and mounted to project light perpendicular to the ground surface are prohibited.

On roll call, the vote was:

AYES: Commissioners Butler, Peterson, Carroll, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

Chairman Thomas informed the applicant that the Plan Commission is only a recommendation body and that the City Council would discuss the Plan Commission's recommendation on this case at their work session meeting on June 23, 2025.

PUBLIC HEARING: Chairman Bill Thomas presented case number SU-25-3-6-1, the Request from Redemption Hour Ministry (the Applicant), is seeking approval of a special use permit and variations to reactivate the existing subject building for a Church in the R-1, Single Family Residence District zoning property located at the northeast corner of Dearborn Street and Ludwig Avenue with the specific address of 1800 Dearborn Street in Crest Hill, Illinois. The variations being requested are related to bringing the existing conditions of the property into compliance in

relation to the Crest Hill Zoning Ordinance. No major exterior modifications are being requested with this application.

Chairman Thomas asked if the paperwork is in order. The necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing on Case Number SU-25-3-6-1. (#5) Motion by Commissioner Peterson seconded by Commissioner Carroll, to open a public hearing on case number SU-25-3-6-1.

On roll call, the vote was:

AYES: Commissioners Peterson, Carroll, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 7:34 p.m.

Chairman Thomas asked the Community & Economic Development Director Patrick Ainsworth to present the specifics on this case.

Director Ainsworth presented the case, conveying that the request was from Redemption Hour Ministry for a special use permit and variations necessary to repurpose the structure at 1800 Dearborn Street for a church within the R-1 Single Family Residence District. The property includes a 9,400-square-foot building on a 45,900-square-foot lot, historically serving as a church and known for its stained-glass windows and architectural style, all which Redemption Hour Ministry intends to preserve. He relayed the property's historical context, highlighting its current ownership by the Catholic Archdiocese of Joliet, which ended operations in 2024. Redemption Hour Ministry aims to utilize the site for its worship activities. There are five requests for variations for the existing property, they are not modifying anything, but we are asking for them to add a trash enclosure. The five requests for variations for their existing property are:

- 1) Table 1 – Zoning District and Standards for Residential Districts – Maximum Lot Coverage – Variation of 9% of the Lot Coverage is being requested for a total allowed lot coverage of 59%.
 - A trash enclosure is required for this property which will slightly increase the total lot coverage for the subject property.
- 2) Section 11.8-5 - Off-Street Parking – Variation of five (5) parking spaces is being requested.
- 3) Section 11.4-1 – Parking Configurations – Variation to maintain the current aisle width at 17 feet and four inches instead of the twenty-six feet required is being requested.
- 4) Section 11.5-3 – Parking Adjacent to Residential – A 10-foot landscaped area needs to be provided in the required side and rear yards to help separate the parking lot from adjacent residential properties. This property is currently improved with an existing parking lot that does not contain landscaped areas in the rear and side yards.
- 5) Section 11.6-2 - Screening and Landscaping - The removal of parking spaces to install landscape islands would reduce the number of parking spaces provided. As such, a request is being made to eliminate the requirement for landscape islands in order to maintain the existing number of parking spaces on-site.

Chairman Thomas asked the representatives for the applicant to approach the podium to present their case and be sworn in.

Representing Redemption Hour Ministry were Reverend Henry Amegatcher and Attorney Alena Jotkas who both affirmed their intent to tell the truth. Rev. Amegatcher delivered an in-depth presentation concerning the church's background, intentions, and future plans for the property, stressing preservation of the stained-glass windows and the architectural integrity. Rev. Amegatcher articulated the church's mission to fulfill spiritual and physical needs of society, committing to furthering societal value. Serving approximately seventy congregants, the church intends to use the multi-purpose hall to host activities excluding alcohol consumption, consistent with its tenets.

Chairman Thomas asked if anyone in the audience would like to make a public comment.

Residents like Christine Vershay-Hall and Ray Semplinski raised questions about church operations, including their impact on local parking and community integration. Rev. Amegatcher clarified that the Ministry practices street evangelism within designated areas without door-to-door approaches, ensuring non-invasive interaction. Their provision of counseling encompasses youth support, family services, marriage counseling, and education, extending beyond merely spiritual advice. The church aims to enhance well-being by offering services such as GED training and financial education, aligning with their mission to set captives free mentally and physically.

Maureen Harton, former General Counsel for the Diocese of Joliet, approached the podium and was sworn in. Ms. Harton endorsed the application, underlining the importance of a sustained religious presence supported by the diocese. She referenced data depicting street parking customs during services, consistent with when the property operated as St. Anne's Church. She noted that, when comparing the former St. Anne's activities and attendance, to the facts stated in the Applicant's content, the buyer's activities will involve less people than when St. Anne's was activated under the Diocese of Joliet.

Chairman Thomas asked if any commissioners had any questions or comments.

Commissioners, including Commissioner Slabozeski, inquired regarding operational facets such as fundraising and cultural event utilization. Rev. Amegatcher clarified that fundraising would center on traditional contributions and offerings primarily collected online. Additionally, he assured compliance with community standards, avoiding noise disturbances during events.

Genny Moore, a resident, approached the bench and was sworn in. Ms. Moore commented that they are excited to hear that it may open as a church but was concerned that the presentation stated that they would be sheltering the homeless. Reverend Amegatcher commented that there would be no sheltering the homeless, it is more serving the homeless, a quarterly service in helping the homeless with hygiene items out in the community, not at the subject property.

Chairman Thomas asked for a Motion to Close the Public Hearing on Case Number SU-25-3-6-1.

(#6) Motion by Commissioner Carroll seconded by Commissioner Slabozeski, to close the public hearing on case number SU-25-3-6-1.

On roll call, the vote was:

AYES: Commissioners Carroll, Slabozeski, Butler, Peterson, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was closed at 8:21 p.m.

Chairman Thomas pointed out a discrepancy in the parking evaluation document, suggesting efforts to rectify prior to presentation to the City Council.

Chairman Thomas asked Reverend Amegatcher if he has reviewed the six (6) condition and have agreed to the conditions and Reverend Amegatcher commented that he accepts and understands the six (6) conditions.

Chairman Thomas asked for a motion to approve the recommendation of case number SU-25-3-6-1, a Request of Redemption Hour Ministry (the Applicant), is seeking approval of a special use permit and variations to reactivate the existing subject building for a Church in the R-1, Single Family Residence District zoning property located at the northeast corner of Dearborn Street and Ludwig Avenue with the specific address of 1800 Dearborn Street in Crest Hill, Illinois. The variations being requested are related to bringing the existing conditions of the property into compliance in relation to the Crest Hill Zoning Ordinance. No major exterior modifications are being requested with this application. The approval is based on six (6) conditions.

(#7) Motion by Commissioner Peterson seconded by Commissioner Carroll, to approve the recommendation of case number SU-25-3-6-1, a Request of Redemption Hour Ministry (the Applicant), is seeking approval of a special use permit and variations to reactivate the existing subject building for a Church in the R-1, Single Family Residence District zoning property located at the northeast corner of Dearborn Street and Ludwig Avenue with the specific address of 1800 Dearborn Street in Crest Hill, Illinois with the following six (6) conditions:

1. The Applicant shall abide by the drawings submitted with this case and are identified below, unless otherwise noted in the remaining conditions:
 - a. Drawing A0.5 – Existing Site Plan – last dated 6.3.2025.
 - b. Drawings A1.0 and A1.1 – Existing Floor Plan - dated 3.15.2025.
2. Arrows and parking lot signage be added to the paved parking area dictating the direction of traffic for vehicles to ensure safety on the property. The arrow improvements and signage shall be provided to staff for review prior to occupying the principal building.
3. The four pews identified in the drawings labeled for removal within the main worship area shall be removed prior to occupying the building.
4. A trash enclosure shall be constructed by December 31, 2025, or sooner. A permit must first be obtained, and the trash enclosure shall comply with all applicable regulations.
5. The subject parking lot shall be repaved by June 12, 2026, or sooner. A permit must first be obtained prior to repaving the parking lot.

6. All conditions made with this Ordinance shall be transferred to any new property owner.

On roll call, the vote was:

AYES: Commissioners Peterson, Carroll, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

Chairman Thomas informed the applicant that the Plan Commission is only a recommendation body and that the City Council would hear their case at the work session on June 23, 2025, and have an official vote.

PUBLIC HEARING: Chairman Bill Thomas presented case number TXT-25-1-6-1, regarding amendments to the Crest Hill Zoning Ordinance – the applicant is the City of Crest Hill. The amendments to the Crest Hill Zoning Ordinance would modify the following sections: Section 2 Definitions, Section 8 General Standards and Regulations of Uses, Section 11 Off Street Parking and Loading, Table 4 Index of Permitted & Special Uses: Non-Residential Uses, and other possible sections. The proposed text amendment will add or amend the following aspects of the Zoning Ordinance: defining Motor Vehicles, definition, land use concept and regulations for Junkyard, Motor Vehicle Salvage Yard, Bus, Truck, Tractor and Boat Storage Yard, Architectural Salvage Facility, Storage Garage, Contractor and Landscaping Based Business, Barber Shop/Beauty Parlor/Salon, Alternative Beauty and Personal Services, Fire Arm Sales, Off-Premise FFL Transfer Businesses, Firearm Manufacturer, amongst other possible topics.

Chairman Thomas asked if the paperwork is in order. The necessary paperwork was in order.

Chairman Thomas asked for a Motion to Open the Public Hearing on Case Number TXT-25-1-6-1.

(#8) Motion by Commissioner Carroll seconded by Commissioner Slabozeski, to open a public hearing on case number TXT-25-1-6-1.

On roll call, the vote was:

AYES: Commissioners Carroll, Slabozeski, Butler, Peterson, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

The Public Hearing was opened at 8:35 p.m.

Chairman Thomas asked the Community & Economic Development Director Patrick Ainsworth to present the specifics on this case.

The applicant for this case is the City of Crest Hill Community Development Department, seeking approval for proposed text amendments to the Crest Hill Zoning Ordinance. Director Ainsworth presented the proposed amendments, emphasizing how these changes were designed to update and clarify definitions and regulations for four categories of land uses: motorized vehicle storage and salvage related activities, contractor and landscaping based businesses.

Director Ainsworth detailed each category's proposed changes, starting with the motorized vehicle storage and salvage-related activities. These amendments include modifying definitions, reevaluating permitted uses, and adding specific conditions for special use permits within various zoning districts. Director Ainsworth explained that the amendments aim to create clear guidance for the City and potential business owners, helping streamline processes and ensure alignment with current community standards.

For contractors and landscaping-based businesses, Director Ainsworth noted that the amendments propose new definitions to clearly classify these businesses, addressing existing ambiguities. The revised zoning code would more accurately reflect the type and scope of such businesses permitted within Crest Hill, providing a structured framework for business operations. This includes certain allowances in the B-3 district, requiring special use permits to accommodate specific circumstances while maintaining community integrity.

In the category of beauty and personal service-related businesses, the amendments introduce precise definitions and stipulations to regulate emerging trends and services. Director Ainsworth expressed that these clarifications would support business compliance with state licensing requirements and local standards, such as the inclusion of alternative beauty services that were not previously defined.

The firearm-related business amendments were approached with careful consideration of constitutional rights, setting specific geographical restrictions to prevent proximity to sensitive areas like schools, parks, and residential zones. Director Ainsworth presented maps illustrating potential locations for firearm-related businesses under the proposed zoning ordinances, featuring a 150-foot buffer zone to safeguard community interests.

Chairman Thomas thanked and commended Director Ainsworth, Consultant Mentzer, and Attorney Stiff for cleaning up the zoning and commented that this will be great for the next generation to come.

Consultant Mentzer contributed additional remarks, highlighting the significance of these amendments in creating a transparent and coherent zoning framework. Consultant Mentzer also explained the challenges faced by city staff and business owners due to previous ambiguities in the zoning ordinance. The clarifications introduced in these amendments would substantially benefit administrative processes and the decision-making framework for potential developers and business operators within Crest Hill.

Commissioner Carroll thanked them as well for making his job easier in the great staff reports they give with all the information provided.

Chairman Thomas asked if there was any one in the audience who would like to comment or ask a question. There were none.

Chairman Thomas asked for a Motion to Close the Public Hearing on Case Number TXT-25-1-6-1.

(#9) Motion by Commissioner Carroll seconded by Commissioner Peterson, to close the public hearing on case number TXT-25-1-6-1.

On roll call, the vote was:

AYES: Commissioners Carrol, Peterson, Slabozeski, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioners Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

Chairman Thomas asked for a motion to approve the recommendation regarding amendments to the Crest Hill Zoning Ordinance – the applicant is the City of Crest Hill. The amendments to the Crest Hill Zoning Ordinance would modify the following sections: Section 2 Definitions, Section 8 General Standards and Regulations of Uses, Section 11 Off Street Parking and Loading, Table 4 Index of Permitted & Special Uses: Non-Residential Uses, and other possible sections. The proposed text amendment will add or amend the following aspects of the Zoning Ordinance: defining Motor Vehicles, definition, land use concept and regulations for Junkyard, Motor Vehicle Salvage Yard, Bus, Truck, Tractor and Boat Storage Yard, Architectural Salvage Facility, Storage Garage, Contractor and Landscaping Based Business, Barber Shop/Beauty Parlor/Salon, Alternative Beauty and Personal Services, Fire Arm Sales, Off-Premise FFL Transfer Businesses, Firearm Manufacturer, amongst other possible topics.

(#10) Motion by Commissioner Carroll seconded by Commissioner Butler, to approve the recommendation regarding amendments to the Crest Hill Zoning Ordinance – the applicant is the City of Crest Hill. The amendments to the Crest Hill Zoning Ordinance would modify the following sections: Section 2 Definitions, Section 8 General Standards and Regulations of Uses, Section 11 Off Street Parking and Loading, Table 4 Index of Permitted & Special Uses: Non-Residential Uses, and other possible sections. The proposed text amendment will add or amend the following aspects of the Zoning Ordinance: defining Motor Vehicles, definition, land use concept and regulations for Junkyard, Motor Vehicle Salvage Yard, Bus, Truck, Tractor and Boat Storage Yard, Architectural Salvage Facility, Storage Garage, Contractor and Landscaping Based Business, Barber Shop/Beauty Parlor/Salon, Alternative Beauty and Personal Services, Fire Arm Sales, Off-Premise FFL Transfer Businesses, Firearm Manufacturer, amongst other possible topics.

On roll call, the vote was:

AYES: Commissioner Carroll, Butler, Slabozeski, Peterson, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED.

Chairman Thomas informed the applicant that the Plan Commission is only a recommendation body and that the City Council would hear their case at the work session on June 23, 2025, and have an official vote.

OTHER BUSINESS: Chairman Thomas initiated the annual reorganization of the Plan Commission Officers. He commented that this is to re-elect the officers of the Plan Commission.

Commissioner Carroll recommended to reappoint Bill Thomas as the Chairman of the Plan Commission.

(#11) Motion by Commissioner Carroll seconded by Commissioner Slabozeski, to reappoint Bill Thomas as the Chairman of the Plan Commission. *No roll call was taken.

Chairman Thomas recommended to reappoint Ken Carroll as Vice-Chairman of the Plan Commission.

(#12) Motion by Chairman Thomas seconded by Commissioner Slabozeski, to reappoint Ken Carroll as the Vice-Chairman of the Plan Commission. *No roll call was taken.

Executive Secretary Samantha Tilley asked to do a roll call and Chairman Thomas stated that he would do one roll call at the end.

Chairman Thomas then recommended to appoint Cheryl Slabozeski as Secretary of the Plan Commission.

(#13) Motion by Chairman Thomas seconded by Commissioner Butler, to appoint Cheryl Slabozeski as the Secretary of the Plan Commission. * No roll call was taken.

Chairman Thomas then stated that the Plan Commission Officers are, as follows:

Bill Thomas, Chairman
Ken Carroll, Vice-Chairman
Cheryl Slabozeski, Secretary

Chairman Thomas then asked if anyone had any other business. There was none.

Executive Secretary Samantha Tilley asked if there would be a roll call since motions were taken on the reorganization. Chairman Thomas commented that one roll call was done for all three. Attorney Stiff asked if the motion made was for all three. Chairman Thomas stated that yes it was for all three.

**(After talking to the attorney at the end of the meeting, no roll call was called, and the reorganization will be continued to the next meeting).

PUBLIC COMMENTS: There were no public comments.

There being no further business before the Commission, a motion for adjournment was in order.

(#14) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to adjourn the April 24, 2025, Plan Commission meeting.

On roll call, the vote was:

AYES: Commissioners Peterson, Slabozeski, Carroll, Butler, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Stanton, Flynn.

There being five (5) affirmative votes, the MOTION CARRIED

The meeting was adjourned at 9:02 p.m.

As approved this _____ day of _____, 2025.

As presented _____

As amended _____

BILL THOMAS, COMMISSION CHAIRMAN

DRAFT

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CREST HILL ZONING ORDINANCE WITH RESPECT TO MOTORIZED VEHICLE STORAGE AND SALVAGE RELATED ACTIVITIES, CONTRACTOR AND LANDSCAPE BASED BUSINESSES, BEAUTY AND PERSONAL SERVICE-RELATED BUSINESSES, AND FIREARM RELATED BUSINESSES

WHEREAS, the City Council of the City of Crest Hill has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, pursuant to Article 11, Division 13 of the Illinois Municipal Code (65 ILCS 11-13-1, *et seq.*) the City Council has authority to enact zoning ordinances that regulate land use within the City, which the City Council has exercised by enacting the Crest Hill Zoning Ordinance (the “Zoning Ordinance”); and

WHEREAS, Section 12.8-2 provides that a text amendment may be initiated by the City Council or Plan Commission; and

WHEREAS, on or about May 13, 2025, the City of Crest Hill, through its Community and Economic Development Department submitted an application for certain text amendments to the Zoning Ordinance to further define and regulate certain types of business uses which are not currently defined and regulated sufficiently by the Zoning Ordinance (“the Application”); and

WHEREAS, the Application seeks to further define and regulate, through text amendments to the Zoning Ordinance’s Definitions, General Standards, Use Regulations, and Parking requirements, certain business uses generally described as follows:

- Motorized Vehicle Storage and Salvage Related Activities;
- Contractor and Landscaping Based Businesses;
- Beauty and Personal Service-Related Businesses;
- Firearm Related Businesses.

(collectively the “Proposed Text Amendments”); and

WHEREAS, the Proposed Text Amendments were submitted to the Crest Hill Plan Commission (“Plan Commission”) for review and consideration on June 12, 2025; and

WHEREAS, the Plan Commission held a public hearing to consider the Proposed Amendments on June 12, 2025, with notice having been properly given for the same, and at that time heard arguments for the Proposed Text Amendments from the City’s Community and Economic Development Department staff, along with a written Plan Commission Staff Memorandum outlining the needs, goals and reasons for the Proposed Text Amendments; and

WHEREAS, the Plan Commission opened the floor for questions, cross-examination of

the City's Staff, and Public Comment for or against the Proposed Text Amendments, and there were none; and

WHEREAS, the Plan Commission, after hearing arguments on the Proposed Text Amendments, and considering the Application in light of the Standards for Consideration of Text Amendments contained in Section 12.8-4 of the Zoning Ordinance, recommended approval of the Proposed Amendments with a vote of 5 to 0, as stated in the Plan Commission's written Findings and Decision, a copy of which is attached hereto as Exhibit A and fully incorporated herein; and

WHEREAS, the City Council has read the attached Findings and Decision, along with the June 12, 2025 Plan Commission Staff Report, and has considered the arguments and recommendations made by the Community and Economic Development Staff, and hereby concurs in the Plan Commission's Findings and Decision and hereby adopts the recommendation and declares that it is necessary, expedient, and in the best interests of the City and its citizens to approve the Proposed Text Amendments, as set out in the June 12, 2025 Ordinance attached to the Plan Commission Findings and Decision.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS, PURSUANT TO ITS STATUTORY AUTHORITY, AS FOLLOWS:

SECTION 1: The City Council hereby finds that all of the recitals contained in the preamble to this Ordinance are true, correct, and complete and are hereby incorporated by reference hereto and made a part hereof.

SECTION 2: With respect to Motorized Vehicle Storage and Salvage Related Activities, the following text amendments are made to the Zoning Ordinance:

SECTION 2.0 (DEFINITIONS) of the Zoning Ordinance is hereby amended. The new proposed text is shown in a bold underlined font and any text that has been omitted is shown with a line struck through the specific content. The proposed include the following:

AUTOMOBILE ~~MOTOR VEHICLE~~ SALVAGE AND/OR WRECKING FACILITY: Any place where one or more motor vehicles that are not in running condition, and/or motor vehicle parts, are stored in the open; or any land, building, or structure used for the demolition or storing of such ~~automobiles~~ motor vehicles or parts thereof. ~~Such facilities are expressly prohibited in the City of Crest Hill. pursuant to [reference appropriate code].~~

JUNKYARD: An open area where junk, waste, scrap, discarded, or salvaged material is bought, sold, exchanged, stored, baled, packed, disassembled, or handled, including but not limited to scrap iron and other metals, paper, rags, rubber tires, and bottles. **This does not include Architectural Salvage Facility as defined herein.** ~~A junkyard includes automobile wrecking, salvage or storage yards; use lumber yard; and house-wrecking and structural steel materials and equipment~~ **Such facilities are expressly prohibited in the City of Crest Hill.**

GARAGE, STORAGE: Any building used for housing only of ~~recreational vehicles~~, motor-driven vehicles, **boats, and other personal items**, pursuant to previous **private**

arrangements and not to transients, and at which automotive fuels and oils are not dispensed, and motor-driven vehicles are not equipped, repaired, hired or sold.

BUS, TRUCK, TRACTOR, RV, AND BOAT STORAGE YARD: A business that keeps, in an unroofed area of a subject parcel, operable buses, trucks, tractors, recreational vehicles (RV), or boats associated with the principal use of a business/building in the same place for more than twenty-four (24) hours.

INOPERABLE MOTOR VEHICLE: A vehicle that cannot be driven on private or public streets for reasons including, but not limited to, being unlicensed, wrecked, abandoned, in a state of disrepair, or incapable of being moved under its own power.

ARCHITECTURAL SALVAGE FACILITY: An operation, which is encompassed entirely indoors, that involves sourcing, salvaging, separating, and selling reclaimed building materials or architectural features from a variety of structures scheduled for demolition or renovation. Such materials include doors, windows, lumber, light fixtures, flooring, fireplace mantles, and other similar items. The materials and services associated with this definition shall not fall within the definition of Junkyard.

SECTION 8.0 GENERAL STANDARDS AND REGULATIONS OF USES is amended as follows:

Section 8.2-26 is amended as follows:

SALVAGE YARD MOTOR VEHICLE SALVAGE AND/OR WRECKING FACILITY: All material and vehicles **and auto-related materials** located on the subject property must be screened by a **solid** fence, wall, or solid landscape screen adequate to conceal such auto-related materials and vehicles from adjacent properties and the public right-of-way. No auto-related materials or vehicles may be stored at a height greater than the screening, and no material or vehicles may exceed ten (10) feet in height.

The following new sections are added:

8.2-30 BUS, TRUCK, TRACTOR, RV, AND BOAT STORAGE YARD: Where such vehicles and boats are stored outdoors, all items must be screened by a solid fence, wall, or solid landscape screen to adequately minimize the visibility from adjacent properties and the public right-of-way.

8.2-31 STORAGE GARAGE: A space within the M-1 and M-2 zoning districts, not exceeding 2,000 square feet in total for any zoning lot, shall be allowed for the use of storing items that fall within the defined use established in Section 2.0 Definitions, of the Crest Hill Zoning Ordinance. If the zoning lot contains a multi-tenant building, then the maximum amount of units that can be designated for such use shall be two (2) and the total amount of square feet designated for such use shall be 2,000 square feet or less.

8.2-32 ARCHITECTURAL SALVAGE FACILITY: All operations associated with this use must take place entirely within the subject building. No materials may be donated or dropped off during non-business hours.

TABLE 4 (INDEX OF PERMITTED & SPECIAL USES; NON-RESIDENTIAL USES) of the Zoning Ordinance is hereby amended in part to remove Salvage Material Yards and replace it with Motor Vehicle Salvage and/or Wrecking Facility and to modify Bus Storage Yard designation, and to add Storage Garage and Architectural Salvage Facility to the Use Table, which is as follows:

CITY OF CREST HILL ZONING ORDINANCE
Table 4: Index of Permitted & Special Uses
Nonresidential Uses

Use	M-1	M-2	Use Standards
Salvage Material Yards including auto salvage yards	S	S	8.2-26
<u>Motor Vehicle Salvage and/or Wrecking Facility</u>	<u>S</u>	<u>S</u>	<u>8.2-26</u>
Bus Storage Yard, including Trucks, Tractors and Boats <u>Bus, Truck, Tractor, RV, and Boat Storage Yard</u>	P <u>S</u>	P <u>S</u>	<u>8.2-30</u>
<u>Storage Garage</u>	<u>P</u>	<u>P</u>	<u>8.2-31</u>
<u>Architectural Salvage Facility</u>	<u>S</u>	<u>S</u>	<u>8.2-32</u>

SECTION 11.0 OFF-STREET PARKING AND LOADING is hereby amended to add the following:

11.8-4 INDUSTRIAL USES

g. Bus, Truck, Tractor, RV, and Boat Storage Yard: One (1) Parking space shall be provided for each employee separate from any space dedicated to the storage of buses, trucks, tractors and boats.

h. Motor Vehicle Salvage and/or Wrecking Facility: One (1) Parking space shall be provided for every 25,000 square feet of outside area dedicated to such use, or four (4) parking spaces shall be provided, whichever is greater; these spaces shall be separate from any outside space associated with the salvage or wrecking facility operations.

SECTION 3: With respect to Contractor and Landscaping Based Businesses, the following text amendments are made to the Zoning Ordinance where new proposed text is shown in a bold underlined font and any text that has been omitted is shown with a line struck through the specific content:

SECTION 2.0 (DEFINITIONS) of the Zoning Ordinance is hereby amended as, in part, to include the following:

Contractor and Landscaping Based Businesses: A business occupying a building or portion thereof where building components (including, but not limited to, plumbing, electrical, heating, air conditioning, and building equipment), landscaping, and construction trade services are provided to the public. This use shall include, but is not limited to, contractor offices, showrooms, ancillary retail sales, shop floors, indoor

storage, and limited outdoor storage-related equipment and materials as further regulated in Sections 8.2-18 and 8.2-33 of this Ordinance.

SECTION 8.0 GENERAL STANDARDS AND REGULATIONS OF USES is amended as follows:

The following new section is added:

8.2-33 Contractor and Landscaping Based Businesses; Only vehicles, materials, goods, and equipment related to such use may be stored on site. No lawn clippings or any other vegetation waste shall be stored outside unless such waste shall be in sealed containers that are constructed for vegetation waste. Where vehicles and equipment are stored outdoors, such vehicles and equipment must be screened by a solid fence, wall, or solid landscape screen to adequately minimize the visibility from adjacent properties and the public right-of-way. No storage of any materials may exceed ten (10) feet in height. Properties that are zoned B-3 and are located on or fronting Broadway Street (IL-53), Thomas Court, Theodore Street (west of Larkin Avenue), and Rock Run Drive are the only properties that such use may operate after receiving a Special Use Permit.

TABLE 4 (INDEX OF PERMITTED & SPECIAL USES; NON-RESIDENTIAL USES) of the Zoning Ordinance is hereby amended in part to remove Salvage Material Yards and replace it with Motor Vehicle Salvage and/or Wrecking Facility and to modify the former Bus Storage Yard designation, and to add Storage Garage and Architectural Salvage Facility to the Use Table, as follows:

CITY OF CREST HILL ZONING ORDINANCE
Table 4: Index of Permitted & Special Uses
Nonresidential Uses

Use	B-3	M-1	M-2	Use Standards
<u>Contractor and Landscaping Based Businesses</u>	<u>S</u>	<u>P</u>	<u>P</u>	<u>8.2-18 and 8.2-33</u>
Landscape Company/Nursery		P	P	

SECTION 11.0 OFF-STREET PARKING AND LOADING is hereby amended to add the following:

i. Contractor and Landscaping Based Businesses: One (1) Parking space shall be provided for every 750 square feet of floor area dedicated to such use, minus any showroom space, plus one (1) parking for every 500 square feet of showroom space

SECTION 4: With respect to Beauty and Personal Service-Related Businesses, the following text amendments are made to the Zoning Ordinance where the new proposed text is shown in a bold underlined font and any text that has been omitted is shown with a line struck through specific content:

SECTION 2.0 (DEFINITIONS) of the Zoning Ordinance is hereby amended, in part, to include the following:

Barber Shop/Beauty Parlor/Salon: A business that provides a variety of services for the purpose of personal care including the specific uses of haircuts, hair coloring, hair treatments, and limited beauty treatments such as facials, manicures, pedicures, and waxing.

Alternative Beauty and Personal Services: A business that provides a variety of personal or beauty services that do not fall within the definitions of Barber Shop/Beauty Parlor/Salon, Tattoo Parlor, Body Piercing Establishment and Massage Establishment, which includes hydrotherapy, laser therapy, body sculpting, aesthetician services, acupuncturist, clairvoyant services, reiki services, psychic services, and other similar uses. All services offered must be conducted by a licensed or certified professional for each specific service as required by State Statute.

TABLE 4 (INDEX OF PERMITTED & SPECIAL USES; NON-RESIDENTIAL USES) of the Zoning Ordinance is hereby amended to include Alternative Beauty and Personal Services to the Use Table, as follows::

CITY OF CREST HILL ZONING ORDINANCE

**Table 4: Index of Permitted & Special Uses
Nonresidential Uses**

Table 4: Index of Permitted and Special Uses – Non-Residential Uses

Use	B-1	B-2	B-3	Use Standards
<u>Alternative Beauty and Personal Services</u>	<u>S</u>	<u>S</u>	<u>S</u>	

SECTION 11.0 OFF-STREET PARKING AND LOADING is hereby amended to replace Section 11.8-2 (c) with the following:

11.8-2 RETAIL AND SERVICE USES

c. Barber Shop/ Beauty Parlor **and Alternative Beauty and Personal Services:** One (1) parking space shall be provided for each ~~one hundred fifty (150)~~ **three hundred (300)** square feet of floor area.

SECTION 5: With respect to Firearm Related Businesses, the following text amendments are made to the Zoning Ordinance where new proposed text is shown in a bold underlined font:

SECTION 2.0 (DEFINITIONS) of the Zoning Ordinance is hereby amended, in part, to include the following new definitions:

Firearm Retail Business: Any business establishment that sells or offers for sale any firearm and/or ammunition, with or without related accessories and equipment. A firearm retail business may include off-premises FFL transfers as a service incident to the sale of firearms and ammunition.

Off-Premises Federal Firearms License (FFL) Transfer Business: Any business that provides off-premises FFL transfer services but does not independently sell or offer for sale any firearms or ammunition.

Firearm Manufacturer: Any business establishment that manufactures, assembles, or repairs firearms, but does not sell or offer any firearms or ammunition for sale.

SECTION 8.0 GENERAL STANDARDS AND REGULATIONS OF USES is amended to add the new Sections 8.2-34, 8.2-35, and 8.2-36, as follows:

8.2-34 FIREARM RETAIL BUSINESS. In addition to the specific district regulations, each firearm retail business shall be required to conform to the following requirements:

- a. **No firearm retail business may be located within 150 feet, measured from closest lot line to lot line, of any church, elementary school, high school, day care, library, or lot that is zoned or used for residential purposes.**
- b. **No firearms or ammunition may be stored on the premises of any firearm retail business, nor shall any such business be held open to the public, unless the business has secured and maintains all required federal and state licenses and other approvals.**

8.2-35 OFF-PREMISES FFL TRANSFER BUSINESS. In addition to the specific district regulations, each off-premises FFL transfer business shall be required to conform to the following requirements:

- a. **No FFL transfer business may be located within 150 feet, measured from lot line to lot line, of any church, elementary school, high school, day care, library, or lot that is zoned or used for residential purposes.**
- b. **No firearms may be stored on the premises of any off-premises FFL transfer business, nor shall any such business be held open to the public, unless the business has secured and maintains all required federal and state licenses and other approvals.**
- c. **No ammunition may be stored on the site of any FFL transfer business at any time.**

8.2-36 FIREARM MANUFACTURER. In addition to the specific district regulations, each firearm manufacturer shall be required to conform to the following requirements:

- a. **No firearm manufacturer may be located within 150 feet, measured from lot line to lot line, of any church, elementary school, high school, day care, library, or lot that is zoned or used for residential purposes.**
- b. **No firearms may be stored on the premises of any firearm manufacturer, nor shall any such business be held open to the public, unless the business has secured and maintains all required federal and state licenses and other approvals.**

- c. **No ammunition may be stored on the site of any firearm manufacturer at any time unless the business also receives approval to operate a firearm retail business on the same lot.**

TABLE 4 (INDEX OF PERMITTED & SPECIAL USES; NON-RESIDENTIAL USES) of the Zoning Ordinance is hereby amended to include the newly defined and regulated firearms related businesses as a Special Use in certain zoning districts, as follows:

CITY OF CREST HILL ZONING ORDINANCE
Table 4: Index of Permitted & Special Uses
Nonresidential Uses

Use	B-2	B-3	M-1	M-2	Use Standards
<u>Firearm Retail Business</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>8.2-34</u>
<u>Off-Premises FFL Transfer Business</u>			<u>S</u>	<u>S</u>	<u>8.2-35</u>
<u>Firearm Manufacturer</u>			<u>S</u>	<u>S</u>	<u>8.2-36</u>

SECTION 6: In the event that any provision or provisions, portion or portions, or clause or clauses of this Ordinance shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or impair the validity or enforceability of any of the remaining provisions, portions, or clauses of this Ordinance that may be given effect without such invalid or unenforceable provision or provisions, portion or portions, or clause or clauses.

SECTION 7: That all ordinances, resolutions, motions, or parts thereof, conflicting with any of the provisions of this Ordinance, are hereby repealed to the extent of the conflict.

SECTION 8: That the City Clerk is hereby directed to publish this Ordinance in pamphlet form.

SECTION 9: That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

[Intentionally Blank]

PASSED THIS 7TH DAY OF JULY, 2025.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderdwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

Christine Vershay-Hall, City Clerk

APPROVED THIS 7TH DAY OF JULY, 2025.

Raymond R. Soliman, Mayor

ATTEST:

Christine Vershay-Hall, City Clerk

Exhibit A

Plan Commission Findings of Fact and Recommendation of Approval

DRAFT

BEFORE THE PLAN COMMISSION
OF THE CITY OF CREST HILL, ILLINOIS

IN RE:)	
)	
The application of the City of Crest Hill)	
)	No. TXT-25-1-6-1
)	
)	
For Text Amendments to the City of Crest Hill)	
Zoning Ordinance)	
)	

**FINDINGS AND DECISION OF THE
PLAN COMMISSION AS TO CASE NO. TXT- 25-1-6-1
THE APPLICATION OF THE CITY OF CREST HILL FOR TEXT AMENDMENTS TO THE
CITY OF CREST HILL ZONING ORDINANCE**

THIS APPLICATION, coming before the City of Crest Hill Plan Commission for decision, and the Plan Commission having heard the evidence in support and opposition to the application at a regularly scheduled meeting held on June 12, 2025, and being fully advised in the premises, THE COMMISSION DOES MAKE THE FOLLOWING FINDINGS:

A. That the applicant, the City of Crest Hill, through its Community and Economic Development Department Staff has properly filed the Application for Text Amendments; and.

B. That the application seeks text amendments to the City of Crest Hill Zoning Ordinance as outlined in the June 12, 2025 Plan Commission Staff Report, which text amendments are generally related to the following uses:

- A. *Motorized Vehicle Storage and Salvage Related Activities*
 - *Vehicle Salvage and Wrecking*
 - *Junkyards*
 - *Storage Garages*
 - *Bus, Truck, Tractor, RV, and Boat Storage Yard*
 - *Inoperable Motor Vehicle Storage*
 - *Architectural Salvage Facilities*
- B. *Contractor and Landscaping Based Businesses*
- C. *Beauty and Personal Service-Related Businesses*
 - *Barber Shop/Beauty Parlor/Salon*
 - *Alternative Beauty and Personal Services*
- D. *Firearm Related Business*
 - *Retail Firearms Sales*
 - *Off-Premises Federal Firearms License (FFL) Transfer Businesses*
 - *Firearm Manufacturer*

C. That the application seeking the foregoing text amendments was properly submitted and notice of the application and the Public Hearing were properly published;

D. That no interested parties filed their appearances herein;

E. That the public hearing was opened and called to order on June 12, 2025, and the Community and Economic Development Staff presented evidence and arguments in support of the application. Members of the public were allowed to make comment and examine the applicant's witnesses and make arguments for or against the Proposed Text Amendments. There were no public comments or statements made against the Proposed Text Amendments;

F. That the rules adopted by the Plan Commission for the conduct of Public Hearings by the Plan Commission were duly followed and observed;

G. That the proposed text amendments, as considered under section 12.8 of the zoning code, meet the standards for the granting of the text amendments under section 12.8-4, specifically the considerations under subsections 1-6, as outlined in the June 12, 2025 Plan Commission Staff Report attached hereto as Exhibit A-1 and incorporated herein.

THEREFORE, it is the decision of the Plan Commission of the City of Crest Hill, Illinois, based upon the evidence heard by same and arguments and suggestions heard at the public hearing, and having duly considered the mandates and standards as set forth in the City of Crest Hill, Illinois zoning ordinance for the approval of text amendments, as follows:

1. That the application of the City of Crest Hill for the text amendments in Exhibit A-1 and generally summarized above were recommended to be approved by the City Council and is supported by the evidence adduced.
2. It is therefore the recommendation of the City of Crest Hill Plan Commission that the application for the text amendments be granted.

[Left Intentionally Blank]

Adopted by the Plan Commission of the City of Crest Hill, Illinois, this 12th Day of June, 2025
upon the following voice vote:

	Aye	Nay	Absent	Abstain
Commissioner Cheryl Slabozeski	<u>X</u>			
Commissioner John Stanton			<u>X</u>	
Commissioner Ken Carroll	<u>X</u>			
Commissioner Marty Flynn			<u>X</u>	
Commissioner Bill Thomas	<u>X</u>			
Commissioner Jeff Thomas	<u>X</u>			
Commissioner Gordon Butler	<u>X</u>			

Approved:

Bill Thomas, Chairperson

Attest:

Christine Vershay-Hall, City Clerk

Exhibit A-1

June 12, 2025 Plan Commission Staff Report with Associated Attachments

DRAFT



To: Plan Commission

From: Patrick Ainsworth, AICP, Community and Economic Development Director
Ronald Mentzer, Community and Economic Development Consultant

Date: June 12, 2025

Re: City of Crest Hill Zoning Ordinance Text Amendments

BACKGROUND

During the administration, interpretation, and enforcement of the City's Zoning Ordinance over the past six months, Community Development Department staff have encountered a variety of existing and proposed businesses that are not clearly defined or consistently addressed in the current version of the Zoning Ordinance. As a result, the City has not consistently regulated these businesses in the past. The lack of clear and specific zoning regulations has made it more challenging for the City to prohibit, accommodate, and effectively regulate these businesses and provide clear direction to individuals who operate or are interested in operating these types of businesses in Crest Hill.

This staff report outlines the various Zoning Ordinance text amendments staff is recommending the City implement for the following types of businesses and business operations:

A. Motorized Vehicle Storage and Salvage Related Activities

- *Vehicle Salvage and Wrecking*
- *Junkyards*
- *Storage Garages*
- *Bus, Truck, Tractor, and Boat Storage Yard*
- *Inoperable Motor Vehicle Storage*
- *Architectural Salvage Facilities*

B. Contractor and Landscaping Based Businesses

C. Beauty and Personal Service-Related Businesses

- *Barber Shop/Beauty Parlor/Salon*
- *Alternative Beauty and Personal Services*

D. Firearm Related Business

- *Retail Firearms Sales*

- *Off-Premises Federal Firearms License (FFL) Transfer Businesses*
- *Firearm Manufacturer*

The structure of the proposed amendments presented in this report consists of the following format and addresses these four items:

1. **Need and Goal of Amendment:** Provides a brief summary of why a text amendment is necessary.
2. **Definitions:** Outlines the new definitions and adjustments to existing definitions for specific land uses and business operations staff believes the Zoning Ordinance needs to be regulated in a more clear and consistent manner.
3. **General Standards and Regulations of Uses:** Illustrates the new language and revisions to existing regulations staff is recommending be made to improve consistency with the Definition section of the Zoning Ordinance, clarify what zoning districts the various uses are allowed to operate in as a permitted or special use, and outline any special location or operational restrictions that apply to specific uses.

The existing Zoning Ordinance language staff is recommending be eliminated or replaced is reflected in ~~strike-thru~~ text. The new language staff is recommending be added to the Zoning Ordinance is reflected in **red font**.

4. **Parking:** Clarify and update parking requirements for specific uses.

Note, the City Attorney worked closely with Community Development staff to craft the text amendments proposed below to ensure compliance with state and federal regulations are satisfied.

RECOMMENDED ZONING ORDINANCE TEXT AMENDMENTS

A. Storage of Motorized Vehicles

1. **Need and Goal of Amendment:** Clarify outdoor storage regulations for different types of motorized vehicles. Differentiate between operable and inoperable vehicles. Clarify what comprises a "Storage Garage" and where this type of use is allowed. Identify what specific vehicle storage activities are permitted and prohibited. Clarify what is and is not considered a "Junkyard" and that such uses are clearly prohibited in the City of Crest Hill. Clarify what an "Architectural Salvage" is and how this type of business is allowed to operate in the City of Crest Hill.

2. **Definitions:** Revise **SECTION 2.0. DEFINITIONS** of the Zoning Ordinance as follows:

~~AUTOMOBILE~~ **MOTOR VEHICLE SALVAGE AND/OR WRECKING FACILITY:** Any place where one or more motor vehicles that are not in running condition, and/or motor vehicle parts, are stored in the open; or any land, building, or structure used for the demolition or storing of such ~~automobiles~~ motor vehicles or parts thereof. ~~Such facilities are expressly prohibited in the City of Crest Hill, pursuant to [reference appropriate code].~~

JUNKYARD: An open area where junk, waste, scrap, discarded, or salvaged material is bought, sold, exchanged, stored, baled, packed, disassembled, or

handled, including but not limited to scrap iron and other metals, paper, rags, rubber tires, and bottles. This does not include Architectural Salvage Facility as defined herein. ~~A junkyard includes automobile wrecking, salvage or storage yards; use lumber yard; and house wrecking and structural steel materials and equipment~~ Such facilities are expressly prohibited in the City of Crest Hill.

GARAGE, STORAGE: Any building used for housing ~~only of~~ recreational vehicles, motor-driven vehicles, ~~boats, and other personal items,~~ pursuant to ~~previous private~~ arrangements and not to transients, and at which automotive fuels and oils are not dispensed and motor-driven vehicles are not equipped, repaired, hired or sold.

BUS, TRUCK, TRACTOR, AND BOAT STORAGE YARD: A business that keeps, in an unroofed area of a subject parcel, operable buses, trucks, tractors, or boats associated with the principal use of a business/building in the same place for more than twenty-four (24) hours.

INOPERABLE MOTOR VEHICLE: A vehicle that cannot be driven upon private or public streets for reasons including, but not limited to, being unlicensed, wrecked, abandoned, in a state of disrepair, or incapable of being moved under its own power.

ARCHITECTURAL SALVAGE FACILITY: An operation, which is encompassed entirely indoors, that involves sourcing, salvaging, separating, and selling reclaimed building materials or architectural features from a variety of structures scheduled for demolition or renovation. Such materials include doors, windows, lumber, light fixtures, flooring, fireplace mantles, and other similar items. The materials and services associated with this definition shall not fall within the definition of Junkyard.

3. General Standards and Regulations of Uses: Revise **SECTION 8.0 GENERAL STANDARDS AND REGULATIONS OF USES** as follows:

8.2-26 SALVAGE YARD MOTOR VEHICLE SALVAGE AND/OR WRECKING FACILITY: All ~~material and vehicles~~ and ~~auto-related materials~~ located on the subject property must be screened by a ~~solid~~ fence, wall, or solid landscape screen adequate to conceal such auto-related materials and vehicles from adjacent properties and the public right-of-way. No auto-related materials or vehicles may be stored at a height greater than the screening, and no material or vehicles may exceed ten (10) feet in height.

Add the following text:

8.2-30 BUS, TRUCK, TRACTOR, AND BOAT STORAGE YARD: Where such vehicles and boats are stored outdoors, all items must be screened by a solid fence, wall, or solid landscape screen to adequately minimize the visibility from adjacent properties and the public right-of-way.

8.2-31 STORAGE GARAGE: A space within the M-1 and M-2 zoning districts, not exceeding 2,000 square feet in total for any zoning lot, shall be allowed for the use of storing items that fall within the defined use established in Section 2.0 Definitions, of the Crest Hill Zoning Ordinance. If the zoning lot contains a multi-tenant building, then the maximum amount of units that can be designated for such use shall be two (2) and the total amount of square feet designated for such use shall be 2,000 square feet or less.

8.2-32 ARCHITECTURAL SALVAGE FACILITY: All operations associated with this use must take place entirely within the subject building. No materials may be donated or dropped off during non-business hours.

Add or amend the following text to Table 4: Index of Permitted and Special Uses – Non-Residential Uses

Use	M-1	M-2	Use Standards
Salvage Material Yards including auto salvage yards	S	S	8.2-26
Motor Vehicle Salvage and/or Wrecking Facility	S	S	8.2-26
Bus Storage Yard, including Trucks, Tractors and Boats Bus, Truck, Tractor, and Boat Storage Yard	P S	P S	8.2-30
Storage Garage	P	P	8.2-31
Architectural Salvage Facility	S	S	8.2-32

4. Add the following text to **SECTION 11.0 OFF-STREET PARKING AND LOADING;**

11.8-4 INDUSTRIAL USES

g. Bus, Truck, Tractor, and Boat Storage Yard: One (1) Parking space shall be provided for each employee separate from any space dedicated to the storage of buses, trucks, tractors and boats.

h. Motor Vehicle Salvage and/or Wrecking Facility: One (1) Parking space shall be provided for every 25,000 square feet of outside area dedicated to such use, or four (4) parking spaces shall be provided, whichever is greater; these spaces shall be separate from any outside space associated with the salvage or wrecking facility operations.

B. Contractor and Landscaping Based Businesses

- 1. Need and Goal of Amendment:** The current Zoning Ordinance does not define or identify what zoning districts contractor shops and landscape service-based business are allowed to operate from. This is problematic as contractor shops and landscaping service-based businesses present their own unique set of operations and accessory activities that are not found with other land use types. As such, there are a number of items presented in the section below to address this land use type:
- 2. Definitions:** Add **SECTION 2.0. DEFINITIONS** of the Zoning Ordinance as follows:
Contractor and Landscaping Based Businesses: A business occupying a building or portion thereof where building components (including, but not limited to, plumbing, electrical, heating, air conditioning, and building equipment), landscaping, and construction trade services are provided to the public. This use shall include, but is not be limited to, contractor offices, showrooms, ancillary retail sales, shop floors, indoor storage, and limited outdoor storage-related equipment and materials as further regulated in Sections 8.2-18 and 8.2-33 of this Ordinance.
- 3. General Standards and Regulations of Uses:** Add **SECTION 8.0 GENERAL STANDARDS AND REGULATIONS OF USES** as follows:

8.2-33 Contractor and Landscaping Based Businesses: Only vehicles, materials, goods, and equipment related to such use may be stored on site. No lawn clippings or any other vegetation waste shall be stored outside unless such waste shall be in sealed containers that are constructed for vegetation waste. Where vehicles and equipment are stored outdoors, such vehicles and equipment must be screened by a solid fence, wall, or solid landscape

screen to adequately minimize the visibility from adjacent properties and the public right-of-way. No storage of any materials may exceed ten (10) feet in height. Properties that are zoned B-3 and are located on or fronting Broadway Street (IL-53), Thomas Court, Theodore Street (west of Larkin Avenue), and Rock Run Drive are the only properties that such use may operate after receiving a Special Use Permit.

Add or amend the following text

Table 4: Index of Permitted and Special Uses – Non-Residential Uses

Use	B-3	M-1	M-2	Use Standards
Contractor and Landscaping Based Businesses	S	P	P	8.2-18 and 8.2-33
Landscape Company/Nursery		P	P	

Since “Landscape Company/Nursery” is not a defined land use term, staff is taking the opportunity to omit the term “Landscape Company” from the land use term, “Landscape Company/Nursery” to eliminate confusion.

4. Add the following text to SECTION 11.0 OFF-STREET PARKING AND LOADING;

SECTION 11.8-4 INDUSTRIAL USES

i. Contractor and Landscaping Based Businesses: One (1) Parking space shall be provided for every 750 square feet of floor area dedicated to such use, minus any showroom space, plus one (1) parking for every 500 square feet of showroom space

C. Beauty and Personal-Service Related Businesses

1. Need and Goal of Amendment: The current Zoning Ordinance does not define barber shop/beauty salon or address the land use of aesthetician businesses which is a whole classification of services that should be defined and regulated.

2. Definitions: Add **SECTION 2.0. DEFINITIONS** of the Zoning Ordinance as follows:

Barber Shop/Beauty Parlor/Salon: A business that provides a variety of services for the purpose of personal care including the specific uses of haircuts, hair coloring, hair treatments, and limited beauty treatments such as facials, manicures, pedicures, and waxing.

Alternative Beauty and Personal Services: A business that provides a variety of personal or beauty services that do not fall within the definitions of Barber Shop/Beauty Parlor/Salon, Tattoo Parlor, Body Piercing Establishment and Massage Establishment, which includes hydrotherapy, laser therapy, body sculpting, aesthetician services, acupuncturist, clairvoyant services, reiki services, psychic services, and other similar uses. All services offered must be conducted by a licensed or certified professional for each specific service as required by State Statute.

3. General Standards and Regulations of Uses: Revise **SECTION 8.0 GENERAL STANDARDS AND REGULATIONS OF USES** as follows:

Add or amend the following text:

Table 4: Index of Permitted and Special Uses – Non-Residential Uses

Use	B-1	B-2	B-3	Use Standards
-----	-----	-----	-----	---------------

Alternative Beauty and Personal Services	S	S	S	
---	---	---	---	--

4. Add the following text to **SECTION 11.0 OFF-STREET PARKING AND LOADING;**

11.8-2 RETAIL AND SERVICE USES

c. **Barber Shop/ Beauty Parlor and Alternative Beauty and Personal Services:** One (1) parking space shall be provided for each ~~one hundred fifty (150)~~ three hundred (300) square feet of floor area.

D. Firearm Sales, Dealers, Manufacturers and FFL Transfer-Based Businesses

1. **Need and Goal of Amendment:** Firearm sales, dealers, manufacturers, and federal firearm license (FFL) transfer-based businesses are not defined, nor regulated in the Zoning Ordinance. Staff is working to add certain land uses pertaining to firearms to address these business types within the Zoning Ordinance.

It is important to note that city staff and the City Attorney reviewed firearm related codes from Illinois communities, including nearby municipalities, reflected in Attachment to inform the following recommended text amendments.

2. **Definitions:** Add **SECTION 2.0. DEFINITIONS** of the Zoning Ordinance as follows:

SECTION 2.0 DEFINITIONS

Firearm Retail Business: Any business establishment that sells or offers for sale any firearm and/or ammunition, with or without related accessories and equipment. A firearm retail business may include off-premises FFL transfers as a service incident to the sale of firearms and ammunition.

Off-Premises Federal Firearms License (FFL) Transfer Business: Any business that provides off-premises FFL transfer services, but does not independently sell or offer for sale any firearms or ammunition.

Firearm Manufacturer: Any business establishment that manufactures, assembles, or repairs firearms, but does not sell or offer for sale any firearms or ammunition.

3. **General Standards and Regulations of Uses:** Revise **SECTION 8.0 GENERAL STANDARDS AND REGULATIONS OF USES** as follows:

Amend the following text

8.2-34 FIREARM RETAIL BUSINESS. In addition to the specific district regulations, each firearm retail business shall be required to conform to the following requirements:

- No firearm retail business may be located within 150 feet, measured from closest lot line to lot line, of any church, elementary school, high school, day care, library, or lot that is zoned or used for residential purposes.
- No firearms or ammunition may be stored on the premises of any firearm retail business, nor shall any such business be held open to the public, unless the business has secured and maintains all required federal and state licenses and other approvals.

8.2-35 OFF-PREMISES FFL TRANSFER BUSINESS. In addition to the specific district regulations, each off-premises FFL transfer business shall be required to conform to the following requirements:

- a. No FFL transfer business may be located within 150 feet, measured from lot line to lot line, of any church, elementary school, high school, day care, library, or lot that is zoned or used for residential purposes.
- b. No firearms may be stored on the premises of any off-premises FFL transfer business, nor shall any such business be held open to the public, unless the business has secured and maintains all required federal and state licenses and other approvals.
- c. No ammunition may be stored on the site of any FFL transfer business at any time.

8.2-36 FIREARM MANUFACTURER. In addition to the specific district regulations, each firearm manufacturer shall be required to conform to the following requirements:

- a. No firearm manufacturer may be located within 150 feet, measured from lot line to lot line, of any church, elementary school, high school, day care, library, or lot that is zoned or used for residential purposes.
- b. No firearms may be stored on the premises of any firearm manufacturer, nor shall any such business be held open to the public, unless the business has secured and maintains all required federal and state licenses and other approvals.
- c. No ammunition may be stored on the site of any firearm manufacturer at any time unless the business also receives approval to operate a firearm retail business on the same lot.

Add the following text

Table 4: Index of Permitted and Special Uses – Non-Residential Uses

Use	B-2	B-3	M-1	M-2	Use Standards
Firearm Retail Business	S	S	S	S	8.2-34
Off-Premises FFL Transfer Business			S	S	8.2-35
Firearm Manufacturer			S	S	8.2-36

With regards to parking, there are several *existing* code sections within Section 11 of the Zoning Ordinance that encompass off-street parking and loading regulations that will pertain to each type of use. A summary of the existing codes in relation to each type of firearm is found below.

Firearm Retail Business uses would adhere to the following parking regulations - 11.8-2 RETAIL AND SERVICE USES g. General Business: One (1) parking space shall be provided for each two hundred fifty (250) square feet of floor area, plus one (1) space per employee for the work shift with the largest number of employees, except as specifically set forth in this Section; or one (1) parking space shall be provided for each two hundred (200) square feet of floor area; whichever is greater.

Off-Premises FFL Transfer Business uses would adhere to the following parking regulations - 11.8-3 OFFICE USES a. Business, Public and Professional Office (unless listed elsewhere): Five (5) parking spaces shall be provided for the first one thousand (1,000) square feet of floor area and one (1) parking space shall be provided for each additional three hundred (300) square feet of floor area..

Firearm Manufacturer - 11.8-4 INDUSTRIAL USES a. Establishments manufacturing or industrial in the following: production, cleaning, servicing, testing, or repair of materials, goods, or products: One (1) parking space shall be provided for each employee, based on the largest shift, plus one (1) parking space for each vehicle used in the conduct of the enterprise. OR One parking space for each eight hundred (800) square feet of floor area whichever is greater.

Since these parking regulations are already in effect, there are no proposed off-street parking regulations being proposed for firearm-related uses.

ANALYSIS ON STANDARDS FOR THE TEXT AMENDMENTS

Each text amendment request needs to be analyzed against the standards found in the Crest Hill Zoning Ordinance. This is required to ensure that such requests are granted fairly and are in keeping with the community. As such, the staff analysis is detailed below.

Standards for a Text Amendment

1. The effect the text amendment would have on comprehensive planning in the community and the extent to which the proposed amendment would be consistent with Crest Hill's planning objectives.

Staff Response: The proposed text amendments are consistent with Crest Hill's planning objectives as these amendments will ensure various land uses are clearly defined and administered. Additional regulations are fairly placed to reduce any negative impact on adjacent properties which follows the planning objective of maintaining the public health safety welfare. Also, off-street parking standards are being evenly applied so as to not create congestion in the streets due to each proposed land use.

2. The consistency of the proposed text amendment with other provisions in this Ordinance.

Staff Response: There is consistency with the proposed text amendments in comparison to other provisions of the Ordinance. Proposed parking regulations are applied uniformly with like-for-like uses. For example, firearm retail sales will follow the same regulations as general retail and services uses in Zoning Ordinance Section 11.8-2. Additionally, uses that are heavy on outside storage have accommodations in the proposed text amendment that are similar in nature to other comparable uses to ensure that there is adequate space for both items stored outside and for employee/general guest parking.

3. The degree to which all property owners in the community, zoned in similar classifications, would be benefited or affected by the zoning text amendment; and the extent to which the proposed amendment would or would not benefit or affect one (1) or a selected and small group of property owners only.

Staff Response: All proposed text amendments have been crafted with the health safety and welfare of all property owners in the community in mind. Additional setbacks and buffer regulations are being proposed for uses that have outside uses to ensure that any impacts are kept to a minimum or are non-existent. For uses involving firearms, there are several buffers and activity restrictions to ensure that neighboring properties do not experience detrimental effects from the operation of such a use. Moreover, regulations from other communities were compared and considered when crafting the proposed text amendment to ensure that other regulations that are already adopted by similar neighboring communities were considered.

4. The extent to which the text amendment will ameliorate a condition in this Ordinance which is, from a legal or administrative standpoint, deficient.

Staff Response: The proposed text amendments will enhance the community's ability to regulate a series of land uses that either were not fully defined or missing entirely. For example, contractor and landscaping-based businesses were not defined, regulated or properly identified throughout the Zoning Ordinance.

The land uses regarding motor vehicle storage were not adequately clarified with regard to operable and inoperable vehicles. That is now defined and clarified. Firearm uses were not addressed in the Zoning Ordinance. The set of regulations identified above now encompass a series of land use definitions and parameters to regulate such uses. These land use terms are closely aligned with both federal firearm terminology and regulations of nearby communities.

5. The need for the zoning text amendment.

Staff Response All of the proposed text amendments will help staff administer the Zoning Ordinance in a more responsible and practical manner given that all of the proposed amendments

either clarify inconsistent language or add land uses that need to be regulated that were not touched on in the Zoning Ordinance below. Additionally, as business concepts evolve, amendments to the Zoning Ordinance will occur from time to time in order to keep up with emerging land uses and their secondary impacts. More text amendments will be needed to the Crest Hill Zoning Ordinance as staff continues to administer this code in relationship to such emerging business concepts and land uses.

6. Whether or not the proposed text amendment, if adopted, will require other provisions of this Ordinance to be changed or modified and, if so, the way in which the Ordinance will have to be further modified and amended

Staff Response: Community Development staff and the City Attorney combed through the existing Zoning Ordinance to ensure that there are no overlaps that will lead to further modifications. The proposed text amendments shown above already include modifications to the existing code along with the newly proposed text amendments to ensure that all code sections are cohesive and compatible. An example of this analysis is the elimination of “Landscape Company” from the land use identified in Table 4 as “Landscape Company/Nursery”. This term is not defined in the definition section of the Zoning Ordinance and may have conflicted with the new land use term being introduced, “Contractor and Landscaping Based Businesses”. Now that the proposed modification is being presented, there is a clear differentiation between these two land use concepts, and “Contractor and Landscaping Based Businesses” is further defined which will assist staff and the public in future scenarios.

STAFF RECOMMENDATION

Based on the information presented, staff recommends that the Plan Commission forward a positive recommendation of the requested Special Use and the Variances. Should the Plan Commission recommend approval to the City Council.

Attachment A – Text Amendment Application

Attachment B – Firearm Regulations from Other Illinois Municipalities

Application for DevelopmentFor Office Use Only: Case Number: TXT-25-1-6-1Project Name: City-wide Zoning Ordinance Text AmendmentsOwner: Community Development Correspondence To: _____Street address: 20600 City Center Blvd Street address: _____City, St., Zip: Crest Hill, IL 60003 City, St., Zip: _____Phone: 815-741-5106 Phone: _____

Email: _____ Email: _____

Property Address:Street address: City wideCity, St., Zip: N/APIN: N/A**Property Information:**Lot Width: N/ALot Depth: N/ATotal Area: N/A

*Submit an electronic version of the legal description only in a Word document to:

buildingdepartment@cityofcresthill.comExisting Zoning: N/A Existing Land Use: N/ARequested Zoning: N/A Proposed Land Use: N/A**Adjoining Properties Zoning and Uses:**North of Property: N/ASouth of Property: N/AEast of Property: N/AWest of Property: N/APurpose Statement (intended use and approval sought): City wide Text Amendments

Development Request: Please check all that apply and describe:

☐ Rezoning: _____

☐ Special Use: _____

☐ Variance: _____

☐ Planned Unit Development: TEXT

☐ Annexation: _____

☐ Plat: _____

☒ Other: Text Amendment

Contact Information – If not yet known, please indicate as TBD. Check those parties in which copies of all correspondences should be forwarded.

☐ Civil Engineer: N/A Phone: _____

Company: N/A Email: _____

☐ Contractor: N/A Phone: _____

Company: N/A Email: _____

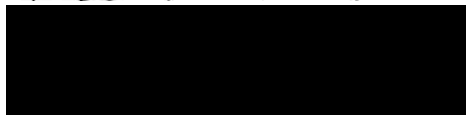
☐ Architect: N/A Phone: _____

Company: N/A Email: _____

☐ Builder: N/A Phone: _____

Company: N/A Email: _____

I agree to be present (in person or by counsel) when the Plan Commission and City Council hear this



Date

5/13/25

If you (the applicant) are not the owner of record, please provide the owner's signature.


Signature of the Owner

Date

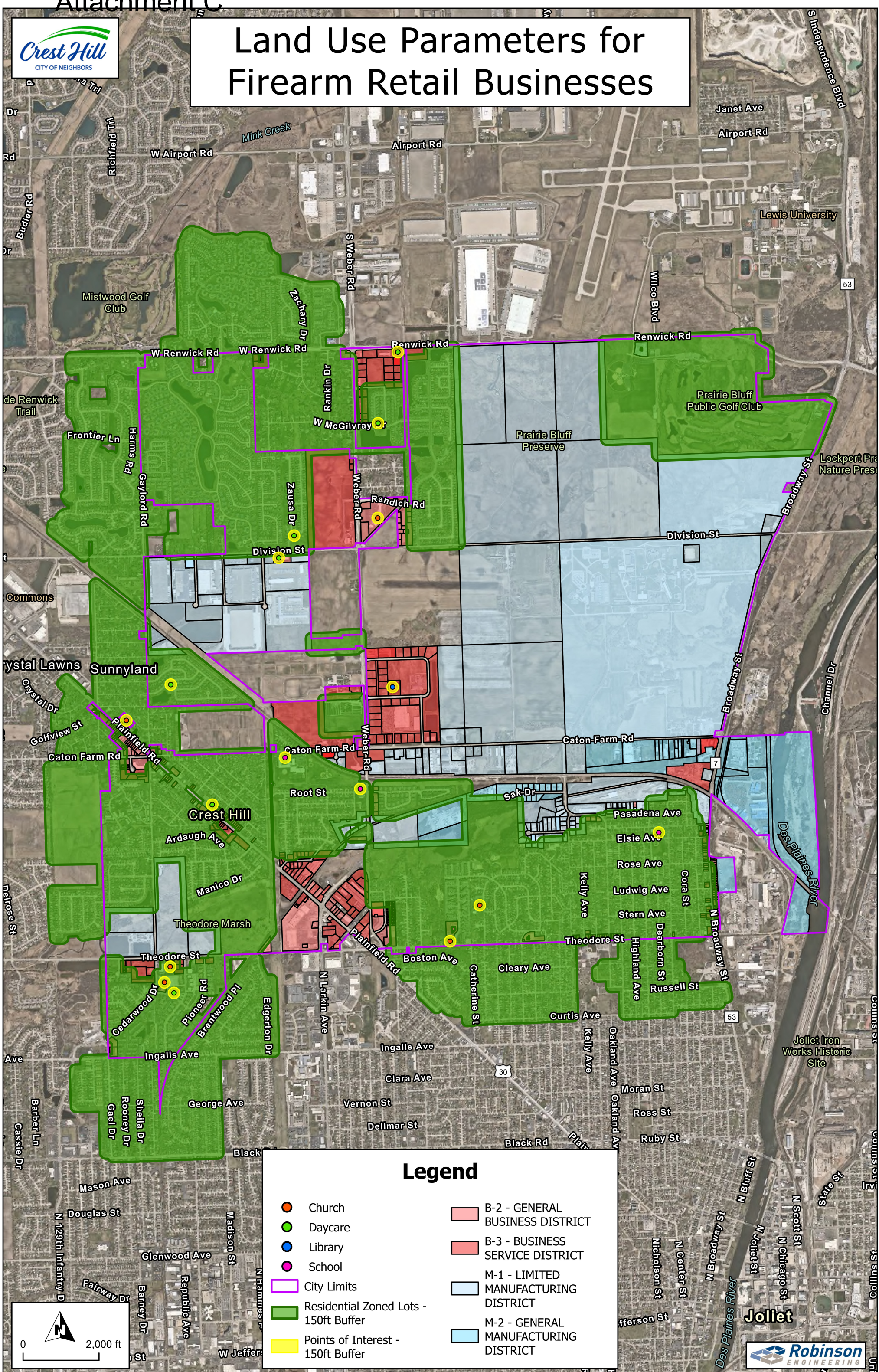
FIREARM LAND USE REGULATIONS FROM NEARBY COMMUNITIES

- The Village of New Lenox allows "gun shops" as a special use in the C-3 (general commercial), C-7 (regional shopping), and I-1 (limited industrial) districts. In each case, the "gun shop" must be at least 500' from any residentially-zoned property, school, park, church, pre-school or day care center and must further comply with specific provisions of the Village code related to the manufacture and sale of firearms.
- The Village of Romeoville allows, "Sporting goods including firearms sales and service. Facility shall not include a firing range" as a special use in their B-3 Highway/Regional Shopping District. "Firearms sales and service, including a firing range, indoor only" is listed as a permitted use in M-1, Medium Manufacturing District.
- The City of Kankakee allows both "guns & ammunition sales & service" and "gunsmithing services" as special uses in its C-1 (neighborhood commercial) district and as a permitted use in its C-2 (service commercial), C-3 (central commercial), I-1 (light industrial), and I-2 (heavy industrial) districts.
- The Village of Manhattan allows "firearm sales and service, including off-premises FFL sales" as a special use in its C-3 (general commercial), BP (business park), I-1 (office, research, and light industrial), and I-2 (light industrial) districts.
- The City of Joliet allows "firearms dealers & gunsmiths" as a special use in its B-2 (central business) district and as a permitted use in its B-3 (general business) district, subject to conditions such as the business shall be in a freestanding building, the exterior walls shall be of masonry construction and shall be 500 feet from residentially-zoned lots and 1,000 feet from school, church, daycare, park or playground.

Attachment C



Land Use Parameters for Firearm Retail Businesses



Legend

- Church
- Daycare
- Library
- School
- City Limits
- Residential Zoned Lots - 150ft Buffer
- Points of Interest - 150ft Buffer
- B-2 - GENERAL BUSINESS DISTRICT
- B-3 - BUSINESS SERVICE DISTRICT
- M-1 - LIMITED MANUFACTURING DISTRICT
- M-2 - GENERAL MANUFACTURING DISTRICT

Joliet

Robinson ENGINEERING





Memo



Public Works Department

City of Crest Hill

Date:	6/18/2025
Submitter:	Julius Hansen, Interim Director of Public Works
Department:	Public Works
Agenda Item:	East STP Pump Replacement

Summary: The "Transfer" pump and motor at the East STP has not been in service for a year or two. This is the third pump to be found out of service at this STP, the other two are currently on order. The Transfer pump and motor were pulled from its steel base in the building that housed it on May 24th, 2025.

The motor was sent to DMI (APEX) motor shop for inspection and evaluation to be reported (see attached) for action by the city. The motor will be rebuilt and installed back to East STP with a new coupling and alignment for \$9,888.00.

- **Apex Engine Repair Notes:**
- -Steam Cleaning or Sandblasting of All Parts
- -Wash & Bake Windings
- -Re-Insulate Windings
- -Dynamically Balance Rotating Assembly
- -Replacement of Bearings with PREM Brand or Cust Specs

The 14-year-old pump was sent to LAI (Kennedy) pump shop for inspection and evaluation to be reported. Both pieces of equipment have now been evaluated. The pump needs repairs that cost \$29,975 (with the original inspection fee waived) having a lead time of 10 weeks. If the city purchased a brand-new pump the cost would be \$39,616 plus the original inspection fee that would not be waived of \$3,500 for a total cost \$43,116 with a lead time of 18 to 20 weeks.

- **Pump Repair** Cost - \$29,975 Lead Time - 10 weeks
- **Pump Replacement** Pump Cost - \$39,616 + Inspection fee - \$3,500 = Total - \$43,116
Lead Time - 18 to 20 weeks (see the following specifications).

Recommended Council Action: To approve the purchase of a new pump for the East STP from LAI, Ltd. for an amount not to exceed \$55,000

Financial Impact:

\$9,888.00 (motor repair) + \$39,616 (new pump) + \$3,500 (inspection fee)= \$52,116 +5% contingency (~\$55,000).

Attachments:

- Photos of pump in place at East STP before removal
- DMI Proposal for motor
- Kennedy proposal for pump repairs and evaluation report
- LAI Proposal for a new Wemco Bare Pump

Wemco Bare Pump Replacement: 10x8 CF3**Pump Options**

Pump Configuration: Standard Pump Configuration

Pump Hardware: Steel pump hardware

Scupper Guard: 316 SST

Pump sealing

Seal Type: Single Mechanical Seal

Slurry Dynamics Single Mechanical Seal Slurry Seal

Motors

No Motor Supplied: No Motor Supplied

Baseplate Configuration

Drive Type: No Baseplate

Paint type

Paint Options: Epoxy 2 Coat Paint - Blue (Prime and Top Coat) – Option #8A

Lead Time 18 to 20 weeks

Pricing \$39,616.00



KENNEDY
INDUSTRIES

ADVANCED PUMP
FLOW CONTROL
PROCESS
EQUIPMENT



QUOTATION		
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B LAI110
I LAI, LTD.
L 5400 NEWPORT DRIVE, SUITE #10
T accounting@lai-ltd.com
O mhealy@lai-ltd.com
ROLLING MEADOWS, IL 60008
USA

Accepted By: _____

Date: _____

PO#: _____

Ship To: _____

ATTENTION:
RICH HUSSEY

RHussey@LAI-Ltd.com

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

CUSTOMER REF/PO#	JOB TITLE	SLP	SHIPPING TYPE
N/A	ARTHUR AVE, WEMCO, PUMP, CF3 10x8, WATER	DBG/NKP	KENNEDY DELIVER
QTY	DESCRIPTION		

THE FOLLOWING QUOTE IS FOR THE COST OF LABOR AND MATERIALS TO REPAIR THE ABOVE REFERENCED PUMP.

NEW PARTS REQUIRED:

- (2) RADIAL BEARINGS
- (2) THRUST BEARINGS
- (1) BEARING COVER
- (1) BEARING LOCKNUT
- (1) BEARING LOCK WASHER
- (2) LIP SEALS
- (1) SET OF O-RINGS
- (1) MECHANICAL SEAL - OEM

LABOR REQUIRED:

PICKUP AT JOB SITE AND TRANSPORT TO KENNEDY INDUSTRIES WIXOM REPAIR FACILITY.

DISASSEMBLE COMPLETE PUMP.

SANDBLAST COMPONENTS AND PREP FOR INSPECTION.

DIMENSIONALLY MEASURE ALL OPERATING CLEARANCES AND RECORD ON INSPECTION REPORT.

ASSEMBLE ALL ROTATING PARTS ON SHAFT AND PLACE IN BALANCING MACHINE.

VERIFY T.I.R. THEN DYNAMICALLY BALANCE ROTOR TO 4W/N.

ASSEMBLE ROTATING ELEMENT WITH NEW PART(S) LISTED.

INSTALL ROTATING ELEMENT IN PUMP CASING THEN TORQUE BOLT TO PROPER SPECIFICATIONS.

PRESSURE TEST PUMP TO ENSURE LEAK FREE.

PAINT THEN PRESERVE PUMP FOR DELIVERY.

TRANSPORT COMPLETED JOB TO YOUR PLANT.



KENNEDY
INDUSTRIES

PROFILING & PUMP
FLOW CONTROL
PROCESS
AUTOMATION



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QTY	DESCRIPTION
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TOTAL REPAIR COST: \$ 29,975.00

DELIVERY: 10 WEEKS (AFTER RECEIPT OF ORDER)

IF YOU CHOOSE NOT TO REPAIR THIS PUMP, YOU WILL BE CHARGED AN INSPECTION FEE OF \$1,980.00

PLEASE PROVIDE WRITTEN OR VERBAL AUTHORIZATION SO THAT WE MAY RESPOND TO YOUR REQUIREMENTS.

IF YOU HAVE ANY QUESTIONS, COMMENTS, OR ARE IN NEED OF ANY ADDITIONAL INFORMATION PLEASE FEEL FREE TO CONTACT ME AT (248) 684-1200.

SINCERELY,

MIKE HORN
MHORN@KENNEDYIND.COM
REPAIR CENTER MANAGER

This quote is subject to and incorporates by reference Kennedy Industries, Inc.'s ("Kennedy") Terms & Conditions (Rev'd 6/2023) and Customer Warranty available at www.kennedyind.com which will be provided by email upon written request. Kennedy reserves the right to change the Terms & Conditions and Customer Warranty for future orders. By accepting this quote and/or issuing a purchase order relative to this quote, buyer expressly agrees to the provisions set forth in the Terms & Conditions and Customer Warranty posted on Kennedy's website.

QUOTE VALID FOR 30 DAYS. QUOTE DOES NOT INCLUDE ANY TARIFFS OR ESCALATION UNLESS NOTED ABOVE. CREDIT CARD PAYMENTS ARE SUBJECT TO AN ADDITIONAL 3% CHARGE. NO TAXES OF ANY KIND ARE INCLUDED IN THIS PROPOSAL. PAYMENT TERMS: NET 30

TOTAL: \$29,975.00



June 6, 2025

Mr. Rich Hussey
LAI, LTD
Dahme Mechanical
610 Arthur Ave
Arlington Heights, IL 60005

RE: Wemco CF3 10x8 City of Crest Hill Arthur Ave Water Pump
Serial Number: 85345-1-1
Customer Reference Order #: N/A
Kennedy Industries #: 128884

Mr. Hussey:

Attached are photos with descriptions of the parts in need of repair or replacement. If you have any questions, please do not hesitate to contact us.

Sincerely,

Mike Horn

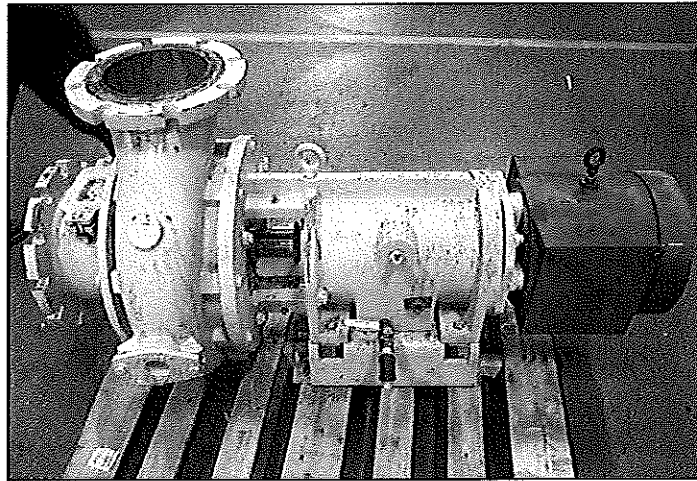
Repair Center Manager
KENNEDY INDUSTRIES, INC.



KENNEDY
INDUSTRIES

INNOVATE
SOLVE
MONITOR
REPAIR

PUMP



- Pump upon arrival.
- Pump does not turn freely by hand.

IMPELLER



- Impeller is in good condition.
- Impeller will be reused.



KENNEDY
INDUSTRIES

INNOVATE
SOLVE
MONITOR
REPAIR

BEARINGS



- Bearings show normal wear.
- Bearings will be replaced with new.

MECHANICAL SEAL



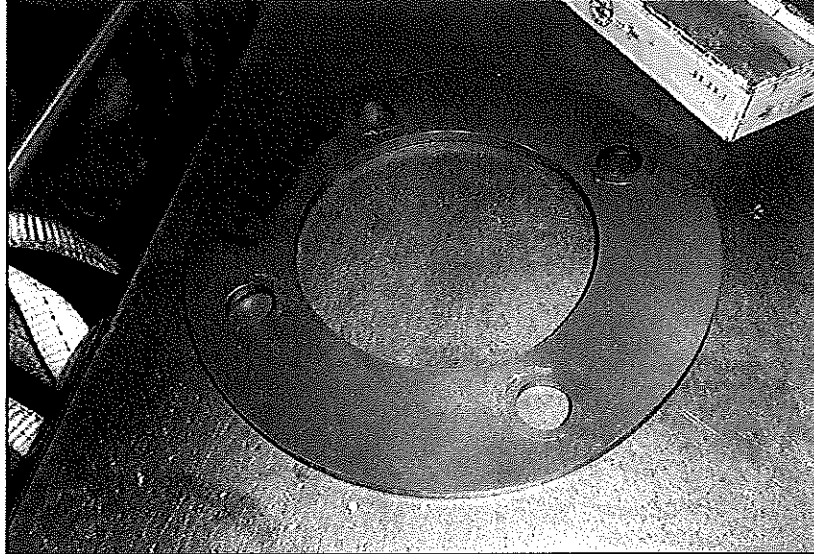
- Mechanical Seal is heavily worn.
- Mechanical Seal will be replaced with new OEM Mechanical Seal.



KENNEDY
INDUSTRIES

INNOVATE
SOLVE
MONITOR
REPAIR

BEARING COVER



- Bearing cover is bent and beyond repair.
- Bearing cover will be replaced with new.



DAHME MECHANICAL INDUSTRIES, INC.
 610 S. ARTHUR AVE.
 ARLINGTON HEIGHTS, IL 60005
 847-253-0341
 info@dmi-inc.net www.dmi-inc.net

April 17, 2025

City of Crest Hill
 423 S. Villa Ave.
 Addison, IL 60101

Attn: Julius Hansen, Interim Director of Public Works

RE: Pump Removal, Inspection, Repair

Julius:

Pursuant to your inquiry regarding the above subject, we are pleased to offer our proposal for your consideration. Dahme Mechanical Industries, Inc. will provide the following scope of work:

- preconstruction meeting with Village personnel to discuss schedule expectations and selective outage requirements for construction activities; Village will need to provide one-day vacator service or outage means/methods to control influent flows while valve replacement occurs
- remove existing motor and volute from existing pump base
- deliver motor to service shop for inspection and report – **inspection only is included**, all repair (or replacement) costs to be approved by Crest Hill prior to action being taken
- deliver wet-end assembly to LAI, Ltd. for their action
- once both motor and wet end are rebuilt/repaired/replaced, DMI will receive, reinstall, place back into service
- we will provide a complete start-up report upon commissioning
- all replacement hardware and anchorage is to be stainless steel
- all rigging, hoisting, and safety requirements will be provided by DMI
- DMI will leave the work area in at least the condition upon which we arrived at project completion
- one-year labor and material warranty is included for the work DMI performed only

EXCLUSIONS:

1. Dahme Mechanical Industries, Inc. shall not be held liable for any job site safety or job site maintenance of any type upon completion of our work.
2. All agreements contingent upon strikes, accidents or delays beyond our control.
3. All work not included or specifically described above.

All material is guaranteed as listed above and specified above. Any additional items not included in our trade agreements or clearly stated above are expressly excluded. Payment terms are net 100%, due upon completion.

Total price as described above: \$9,888.00

Dahme Mechanical Industries, Inc. standard insurance is included. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. This proposal may be withdrawn by us if not accepted within 30 days.

Thank you-

Kris Komorn
 Dahme Mechanical Industries, Inc.
kkomorn@dmi-inc.net



Agenda Memo

Crest Hill, IL

Meeting Date:	June 23, 2025
Submitter:	Blaine Wing, City Administrator
Department:	Administration
Agenda Item:	City Administrator Updates

Summary: It has been almost three (3) full weeks since I started as the new City Administrator for the City of Crest Hill. During that time, I have met with several Council members and most of the Department Directors. My plan is to continue meeting during the month of June and into July.

I am not yet ready to formally bring any items to City Council yet; I feel that Work Sessions are the appropriate time to discuss and get direction and guidance. Thus, on Monday, June 23, 2025, while not all of the items that I am thinking about, I do plan to bring the following topics up:

- 2025 IML Event
- Placement of the Municipal Plaque
- Updating the City's Website
- Adding a Projector, Screen, Electricity, etc.
- Staffing – DPW Director Update, Economic & Community Development Director Update, Assistant Administrator/HR position, Planner, etc.
- Structure of Departments
- Adding a Consent Portion to City Council Agendas
- How to handle emergency purchases

Recommended Council Action: Discussion only.

Financial Impact:

Funding Source: N/A