TRAFFIC COMMISSION, VILLAGE OF LINCOLNWOOD
6900 N. Lincoln Avenue, Lincolnwood, IL  60712

Meeting Agenda

Thursday, September 22, 2016
7:00 p.m.
Village Hall Council Chambers
6900 N. Lincoln Ave.
Lincolnwood, IL 60712

1. Call to Order
2. Pledge to the Flag
3. Roll Call
4. Report by Chair
5. Approval of Minutes
6. Unfinished Business
7. New Business
   a. Election of Chair Person
   b. Consideration of a Request to Vacate the Alley North of 4656 W. Touhy Avenue
8. Public Forum
9. Report by Staff
10. Good of the Order
11. Adjournment

Posted: September 20, 2016, Village Website, Village Hall and Police Department
1. Call to Order

Chairman Gelfund called the meeting to order at 7:05 p.m.

2. Pledge to the Flag

Chairman Gelfund led the Pledge to the Flag.

3. Roll-call

Commissioners Mark Bonner, Antonio Costantino, Donald Gelfund, Scott Troiani, and Public Works Director Ashley Engelmann, Village Engineer James Amelio, Assistant to the Public Works Director Andrew Letson, Officer Michael Knapp, and Village Board Liaison Trustee Barry Bass were present.

Commissioners Claude Petit, James Lee and Georjean Nickell, and Chief of Police Robert LaMantia were excused.

4. Report by Chair

Chairman Gelfund reported that the Traffic Commission is comprised of resident volunteers appointed by the Mayor and Village Board of Trustees to review, analyze, discuss, and recommend objective traffic safety initiatives to the Village Board. Chairman Gelfund welcomed everyone in the audience and requested that they complete a speaker request form if they wish to speak on any items on the agenda.

Chairman Gelfund stated that at the previous Traffic Commission meeting, the Commission reviewed the Devon Avenue Improvement Project and received a positive response from the public.

5. Approval of Minutes

Commissioner Bonner moved to approved the minutes of the June 9, 2016 Traffic Commission meeting. Commissioner Costantino seconded. The motion was unanimously approved.
6. Unfinished Business
None

7. New Business

a. Consideration of a Request for Restricted Parking on the 7000 Block of Ridgeway Avenue.

Public Works Director Engelmann provided a brief overview of the request for a parking restriction on the 7000 block of Ridgeway Avenue and stated that the petitioner had indicated the reason for the request was to provide adequate room for truck traffic to back into Advanced Plastic. Over the last several months there has been a pilot study in place with temporary no parking signs on a portion of Ridgeway Avenue and no complaints have been received by the Village. Due to the lack of complaints, staff has no objection to the request.

Commissioner Bonner inquired who the previous users of the on street parking spaces had been. Director Engelmann stated that more than likely they were employees of the area businesses.

Director Engelmann informed the Traffic Commission that there may be a request from Food for Thought for parkway parking along Ridgeway Avenue and the proposed plan had recently been reviewed by staff. As proposed, the project would provide a net increase to public parking on Ridgeway Avenue, however it would be offset by a loss of parking on their property due to the construction of a building addition.

Steven Ramos, representing the petitioner, Advanced Plastic, stated that there has been a long term problem of trucks blocking traffic because they cannot efficiently make turns when cars are parked on both sides of the street. Chairman Gelfund inquired how many trucks make pickups or deliveries to Advanced Plastic. Mr. Ramos stated they receive approximately 17 trucks per day, starting at 8:00 a.m.

Norman Bogan, 7045 N. Ridgeway Avenue (Chicago Chesed Fund), stated that it is very difficult for a truck to back into their loading docks when cars are parked on both sides of the street. Their business attempts to coordinate shipping to avoid hours when most cars are parked, but it is not always possible. The existing temporary parking restriction has made it easier for trucks to enter their property.

Commissioner Bonner moved to recommend a parking restriction on the 7000 block of Ridgeway Avenue from the north curb line of Lunt Avenue to a point 65 feet north on the east side of Ridgeway Avenue, from the north curb line of Lunt Avenue to a point 65 feet north on the west side of Ridgeway Avenue, and from 216 feet north of the curb line on Lunt Avenue to a point 248 feet north on the east side of Ridgeway Avenue.
Commissioner Troiani seconded. The motion was approved unanimously.

b. Discussion Regarding a Request for Four Way Stop Signs at Central Park and Lawndale Avenues.

Village Engineer Amelio stated that there was a request made by the Commission to review this intersection for a four way stop sign at the May, 2016 meeting. The issue was previously discussed in 2014 and at that time the intersection did not meet the warrants for a four way stop sign. In March, 2016 traffic counts were taken in the area and were used to reevaluate the intersection. The score on the worksheet increased from 10 points to 31 points, however the intersection still fell short of the 60 required for a recommendation to install a stop sign.

Commissioner Bonner expressed that he would like to be proactive and install a stop sign before there is an accident. Chairman Gelfund stated there are a number of intersections in town where stop signs are ignored because they are not deemed necessary by the motoring public.

Director Engelmann stated that the standards were created to ensure that stop signs are only installed at intersections where they are warranted.

Officer Knapp stated that he only recalls one accident at the intersection and speed does not seem to be a problem, due to these reasons as stop sign does not appear warranted.

Director Engelmann stated that in the next couple of years there will be a number of developments in the area and it may be worthwhile to review the issue again after traffic patterns change.

Commissioner Troiani moved to indefinitely table the matter. Commissioner Costantino seconded. Aye: Commissioners Troiani and Costantino and Chairman Gelfund. Nay: Commissioner Bonner.

8. Public Forum

Aaron Bajtner, 7141 N. Kedzie Avenue, Chicago, stated that he is concerned that there is no right turn lane for traffic turning southbound onto Kedzie Avenue from Touhy Avenue and due to this, eastbound traffic backs up on Touhy Avenue. Traffic has increased due to development on the north side of Touhy Avenue, exacerbating the problem. Mr. Bajtner recommended using the property owned by the Metropolitan Water Reclamation District of Greater Chicago to the south to expand the width of the roadway.

Director Engelmann stated that staff has submitted a letter to the Illinois Department of Transportation (IDOT) discussing a variety of issues on Touhy Avenue, including the proposed right turn lane at Kedzie Avenue.
Village Engineer Amelio stated that there is a great deal of coordination between agencies, but there is a possibility of receiving grant funding for such a project.

Chairman Gelfund inquired how long it would take for a project such as this to complete. Village Engineer Amelio stated that once funding is in place the project would normally take three to five years due to the fact that it would be required to go through the IDOT approval process.

Village Engineer Amelio stated that staff would follow up with the Commission and Mr. Bajtner regarding the responses from IDOT.

9. Report by Staff

a. Review of Devon Avenue Improvement Concept Plan

Village Engineer Amelio stated that the Village of Lincolnwood and the City of Chicago look to improve pedestrian safety, calm traffic, reduce crash potential, upgrade pedestrian accommodations and include aesthetic upgrades within the Devon Ave corridor between Lincoln Ave and McCormick Blvd. The Village, City DOT, Alderman, and CBBEL collaborated in creating the concept presented at the public meeting. The purpose of the public meeting was to present the current concept design and receive comments/suggestions/validation for improving the corridor.

The joint Village/City meeting was held at Village Hall at 7pm – 8:30pm on June 9, 2016. Over 800 letters were mailed to adjacent Village/City residents, businesses and owners. Other invited stakeholders include the US Post Office, IDOT, City DOT, Alderman Silverstein, Village Officials, and Traffic Commission. The meeting was also promoted on Village and Alderman’s websites. Twenty-one people attended (four private, one USPS, two CBBEL Team members, and 14 public officials/staff). Questionnaire/comment forms were provided at the meeting, as well as on Village/Alderman website – the comment period lasted until June 23, 2016. A total of five forms were received within this period. One additional form was received on July 25, 2016.

After analyzing the public meeting and comments and Village/City input, CBBEL has reached the following conclusions. The project is not controversial; however, pedestrian safety and vehicular accidents are the primary concerns along the Devon Ave corridor. The Public supports landscaped/pedestrian refuge medians and the two formalized crosswalks, even at the cost of losing left turn movements into side streets/driveways. Although the concept showed no loss of parking, additional parking is desired. Countermeasures to reduce the current cut through traffic to the north should be considered. The concept plan as presented in the meeting balances the corridor’s needs, and addresses comments. It will be submitted to IDOT for comment. With IDOT comments the concept will be updated and the finalized version will be...
presented to Traffic Commission.

b. Review of Request for Resident Only Parking on the 4000 Block of North Shore Avenue.

Director Engelmann stated that the request for resident only parking on the 4000 block of North Shore Avenue was previously discussed at the May Traffic Commission meeting. Following that meeting, staff reviewed the recommendation to implement temporary resident only parking with the Village Attorney who advised against it, since the block did not meet the warrants. Following that recommendation, staff met with neighboring businesses to request that employees refrain from parking on the block, which they have agreed to do. At this point staff considers the matter resolved.

10. Good of the Order

Commissioner Costantino inquired about the follow-up he received from the Village Manager regarding code violations on the 3700 block of Arthur Avenue. Director Engelmann stated that a portion of the area is private property and a portion is public property. Staff will review the issue with the Village Manager and follow up with Commissioner Costantino.

Chairman Gelfund inquired if there was any additional signage that could be added to the traffic circles to improve traffic flow. Village Engineer Amelio stated that he would investigate and follow-up.

11. Adjournment

Commissioner Bonner moved to adjourn the meeting. Commissioner Troian seconded. The motion passed unanimously and the meeting was adjourned at 8:08 p.m.

Respectfully submitted,

Andrew Letson
Assistant to the Public Works Director
July 6, 2016

Andre Hunter  
Dependable, LLC.  
4656 W. Touhy  
Lincolnwood, IL 60712  
Huntercorp94@hotmail.com

The Honorable Jerry Terry  
Mayor of the Village of Lincolnwood  
6900 N. Lin  
Lincolnwood, IL 60712

RE: New Business at the July 2016 Village Board Meeting  
Dedication of alley way at 4656 W. Touhy Ave, Lincolnwood, IL 60712 prior to sale of building to GW Properties. PIN 10-27-316,15,16,17,18,19,028

Dear Mayor Terry:

I want to appear at the next village board meeting to expedite the dedication of the alleyway at 4656 W. Touhy Ave in Lincolnwood, IL. I need a signed dedication of the alleyway, prior to the September closing. May the village attorney prepare the legal documents and conveyance to Andre Hunter DBA Dependable, LLC. Please advise me if the dedication can be completed by The Village Attorney and your office, thank you.

Sincerely,

Andre Hunter  
CEO of Dependable, LLC.
Village of Lincolnwood
Application for Street or Alley Vacation

For consideration of your application for vacation, please attach the following required items:

1. A copy of any title report and/or survey of your property which shows/refers to the subject street/alley.
2. A Petition of Vacation from property owners abutting the subject street/alley.
3. Other documentation or information regarding the subject street/alley.

Check one. This request is for:

<table>
<thead>
<tr>
<th>Street Vacation</th>
<th>Alley Vacation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Specifically describe and identify the location and extent of the street or alley requested to be vacated. Attach a map showing location and extent.</td>
<td></td>
</tr>
</tbody>
</table>

4656 W. Touhy Avenue
Lincolnwood IL
Alley behind building 100 ft. long running east and west

Number of properties which abut the requested vacation:
One

Number/location of driveways/garages along the proposed vacation:
One Touhy

Identify any known utilities in the subject street/alley:
Com Edison

Explain/describe the current use/condition of this street/alley:
Alley was originally a drive for Bank of Lincolnwood

Why do you seek to have this street/alley vacated?
I plan to sell the building for $900,000. Buyer says properties want the alley vacated

Applicant’s Name: Andre Hunter
Street Address: 4656 W. Touhy Ave
Do you own this property?: Yes
Home Phone #: (773) 971-2166
Business Phone #: (24) 434-7176

August 15, 2016

Application Date
Property Owner’s Petition of Vacation
For Vacation of a Public Right-of-Way

Location of Proposed Vacation: (identify street or alleyway and give extent)

ALL GULLY BEHIND 4656
W. TOUCHY AVE LINCOLN
100 FT RUNNING EAST
TO WEST IN TOWN

WE THE UNDERSIGNED, OWN PROPERTY ALONG THE ABOVE CITED PUBLIC RIGHT-
OF-WAY. WE HAVE BEEN NOTIFIED OF THE PROPOSAL BEING MADE TO VACATE
AND ELIMINATE THIS PUBLIC RIGHT-OF-WAY.

<table>
<thead>
<tr>
<th>Property Owner's Name (Please Print)</th>
<th>Address of Property</th>
<th>Signature (of Property Owner)</th>
<th>I Support the Petition</th>
<th>I Object to the Petition</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANDRE HUNTER</td>
<td></td>
<td>Andret Hunter X YES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DEPENDABLE LLC</td>
<td></td>
<td>Andret Hunter X YES</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Page of Pages

There are ___ properties which abut this proposed vacation. This Petition of Vacation has been signed by ___ of these property owners. ___ Support the proposed vacation and ___ Oppose the proposed vacation.

Signature of Person submitting Petition:

Date Petition Submitted: AUGUST 2016
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ALTA/ACSM LAND TITLE SURVEY
OF

2316 WEST ROOSEVELT ROAD
BROADWAY, ILLINOIS 60155
TEL: (708)343-3652
CELL: (708)785-1985
FAX: (708)343-3828

WAYLS SURVEY LTD.

ENGINEERING SURVEY
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PARCEL 1:
LOTS 15, 16, 17, 18 AND 19 IN TOUHY AVENUE HIGHLANDS SUBDIVISION OF THE WEST 458.00 FEET OF THE EAST 15 ACRES OF THE SOUTH 40 ACRES OF THE WEST 20 ACRES OF THE RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL 2:
THAT PART OF THE SOUTH 170.00 FEET OF THE SOUTHWEST 1/4 OF SECTION 27, TOWNSHIP 41 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, Lying West of the East Line, of the South 564 FEET of the East 3/4 of the West 1/2 of the South 1/2 of the SOUTHWEST 1/4 OF SECTION 27, TOWNSHIP 41 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, AND LYING EAST OF THE EAST LINE ON LAYOUT IN TOUHY AVENUE HIGHLANDS SUBDIVISION OF THE WEST 458.00 FEET OF THE SOUTH 40 ACRES OF THE SOUTHWEST 1/4 OF SECTION 27, TOWNSHIP 41 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 4656 WEST TOUHY AVENUE, LINCOLNWOOD, ILLINOIS.

LEGEND:

- HANDICAPPED PARKING SPACE

UPDATED: JUNE 3, 2002

CHECK III IN BOX MEANS THAT SURVEY HAS BEEN MADE FOR USE IN CONNECTION WITH REAL ESTATE TRANSACTION AND IS NOT TO BE USED FOR CONSTRUCTION.

DIMENSIONS ARE NOT TO BE ASSUMED FROM SCALING.

DATE OF PLAT: 10/17/2001

SCALE: 1 INCH = 20 FEET

DATE: MARCH 1, 2002

ORDERED BY: ALL NATION CHURCH

WE, WAYLS SURVEY LTD., do hereby certify that we have located the buildings on the above property.

Hylton F. Armstrong

PROFESSIONAL ILLINOIS LAND SURVEYOR 1979

WAYLS SURVEY LTD.

ENGINEERING SURVEY
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VILLAGE OF LINCOLNWOOD
STREET AND ALLEY VACATION POLICY

Purpose

The Village invites Lincolnwood property owners to request the vacation (elimination) of any street or alleyway believed to be unnecessary for public access. The Village has established the following policy and procedures and a simple application form to assist property owners in requesting a street or alleyway vacation.

The basis for the Village’s decision to vacate a street or alleyway is made on the determination of the public benefits produced by the vacation. Important in this decision is whether the proposed street or alleyway to be vacated is necessary for public access, either currently or in the future. Other public benefits which may be derived by a street or alley vacation are reduction in maintenance costs to the Village, reduced liability to the Village, return of property to the tax base, improved lot configurations for redevelopment or reuse, or larger properties for enjoyment by Village residents.

The Chief of Police is available, by appointment, to assist property owners in applying for a street or alley vacation. An important element in assessing the need for a street or alleyway is the views and needs of abutting property owners. The Village has developed a Petition of Support to help applicants in this regard. This petition can be used by an applicant to show support from other property owners who abut the requested vacation.

Section I: Petition to Vacate; Filing Fee

Any person, who owns real estate abutting any street or alleyway within the Village that desires to have that street or alley vacated, or part thereof, shall file with the Police Department a petition on oath setting forth at least the following information:

1. A completed application as provided by the Village;

2. A copy of Sidwell Map, Plat of Survey, or similar map of the street or alley sought to be vacated.

3. A Petition of Vacation signed by all abutting property owners.

4. A non-refundable $250 filing fee.

Section II: Hearing Notice; Procedure

A. The petition to vacate shall be reviewed by staff and forwarded to the Traffic Commission with comments and a recommendation, at which time the Commission will determine if the petition has merits for a public hearing and further consideration.

B. The petition to vacate shall then be set for a public hearing before the Traffic Commission. Not less than ten (10) days before the date of the public hearing, the petitioner shall notify in writing each taxpayer of record of real estate abutting the
VILLAGE OF LINCOLNWOOD
STREET AND ALLEY VACATION POLICY

street or alley, or part thereof, sought to be vacated and each owner of record real estate abutting on any part of the same street or alley which is situated in the same block but which does not abut the street or alley, or part thereof, enclosing with the notice a true copy of the petition to vacate. The petitioner shall provide to the Traffic Commission a certificate of service of such notice showing the names and addresses of all persons and entities to which notice was sent, and the date on which such notice was deposited in the U.S. Mail, certified mail, return receipt requested. The petitioner shall also be responsible for ensuring notice is made in the local newspaper, in accordance with State law.

C. At the public hearing, all interested persons shall be heard concerning the proposal for vacation. By motion, the Commission shall recommend approval or denial of the petition to the Village Board.

Section III: Payment

A. After the Public Hearing and prior to initial Village Board consideration, the petitioner shall deposit with the Village a sum equal to the costs of appraisal fees and a deposit to cover any Village engineering and legal fees associated with vacating the street or alley.

B. Once the deposit is made, the recommendation of the Traffic Commission will be forwarded to the Village Board for consideration. The Village Board will then consider the petition to vacate, and if agreed upon, shall direct staff to prepare a Plat of Vacation and an Ordinance of Vacation for the street or alley. In the event of denial, all monies deposited shall be refunded to the petitioner.

C. The Village shall charge successful petitioners fair market value for the vacation of Village-owned streets and alleyways. For this purpose, the establishment of fair market value shall be determined on a case-by-case basis by the Village, based on an appraisal report for the subject site, prepared by a credentialed real estate appraiser engaged by the Village for this purpose. Payment of the determined fair market value must be tendered to the Village prior to Village Board action approving the Ordinance of Vacation.

D. The Village reserves the right to condition the alley vacation to include the removal of driveway aprons and parkway restoration at the expense of the petitioner, which shall also be tendered to the Village prior to the approval of the Ordinance of Vacation.

E. Payment of appraisal fees, engineering fees, legal fees, fair market value of the land, or any other charges will not be required when the Village initiates the vacation procedure. This exception does not pertain to the vacation of any street or alleyway which is made or is the result of a development condition on a petition for zoning relief. Where such zoning relief condition is made, payment of the fair market value and the appraisal fee shall be required only as it pertains
VILLAGE OF LINCOLNWOOD
STREET AND ALLEY VACATION POLICY

to the petition for the zoning relief and shall not be required from any third party
to the zoning action who may incidentally become beneficiaries of the vacation.

Section IV: Final Village Board Action

After the appraisal is complete, the Plat of Vacation has been completed, and an
Ordinance of Vacation has been drafted, all payments outlined in Section III of this
policy shall be made before final Village Board approval. Once payment is made, the
Ordinance of Vacation shall go to the Village Board for approval. No Ordinance of
Vacation shall be approved unless two-thirds (2/3) of all Village Trustees vote in the
affirmative, in accordance with State statute. Once the ordinance is approved, the Village
Board shall direct staff to secure any County or State consent necessary and to ensure that
the Ordinance of Vacation is properly recorded in the Recorder’s Office of Cook County,
Illinois.

Section V: Easements

The Village reserves the right to maintain an easement for public utilities and future use.
An easement, if necessary, will be a condition of the vacation.
VILLAGE OF LINCOLNWOOD
STREET AND ALLEY VACATION PROCEDURES

1. Application- A property owner may request that a Village street or alleyway be vacated by completing an application form. A copy of any documentation referring to the street/alley, such as a title report, survey, etc. shall be attached to the application. This will help facilitate the consideration process by the Village. If the proposed vacation abuts other properties, it is required that a Petition of Vacation signed by abutting property owners be submitted as well. A form for this purpose is available from the Office of the Chief of Police or online at www.lincolnwoodil.org. The application fee shall be $250. Applications shall be returned to the Office of the Chief of Police.

Note: The application fee is non-refundable. If any garages open to an alley proposed for vacation, the application will not be considered.

2. Staff Review- Village staff shall review the application, any supporting documentation, and Village records to ascertain the public benefit served by the proposed vacation, including: 1) if the subject street/alley is currently necessary for public access, or 2) is expected to be needed for public access in the future. A report of this review and recommendations on any limitations or conditions for the vacation will be submitted to the Village’s Traffic Commission for consideration.

3. Preliminary Consideration- The Traffic Commission will consider the application, staff’s report on related pertinent material, and any additional material petitioner desires regarding the request. The Traffic Commission shall then determine if the application shall proceed to a public hearing.

4. Public Hearing- Upon determination of the Traffic Commission, a formal public hearing will be held on the application. This public hearing will be noticed in a local newspaper and notification will be sent to all taxpayers of record abutting the street or alley petitioned for vacation. The petitioner shall be responsible for fulfilling the notice to taxpayers of record requirements. The Traffic Commission will conduct the public hearing.

5. Village Board Consideration- After the public hearing, the Traffic Commission will report on the public hearing testimony and its recommendation on the request to vacate. Prior to Village Board consideration, petitioner shall deposit with the Village a sum equal to the appraisal cost and a deposit to cover Village legal and engineering fees. The Village Board shall consider this report, and if in favor of the requested action, shall direct Village staff to draft the required Plat of Vacation and Ordinance of Vacation. If the Village Board denies the request, all monies deposited by the petitioner shall be refunded, except the $250 filing fee and any other actual incurred costs.

6. Village Board Adoption- The drafted ordinance and plat of vacation shall be submitted to the Village Board for adoption. Prior to adoption, the petitioner will deposit with the Village, the assessed fair market value for the alley to be vacated. Upon adoption, Village staff shall secure any county or state consents and record said documents with the County Clerk.

Conditions of Vacation

Depending on the specifics and nature of the proposed vacation, the Village may require retention of an easement for itself or for public utilities. A condition of any vacation may be the removal of any parkway apron and the restoration of the street and curb. Further, in certain circumstances, the Village may also condition a vacation on the provision of landscaping/screening.